

MIDDLEBROOK PINES CONDOMINIUM ASSOCIATION, INC.
5255 CYPRESS COURT
ORLANDO, FLORIDA 32811

BOARD OF DIRECTORS' MEETING MINUTES
November 19, 2024

CALL TO ORDER/CERTIFY QUORUM - The meeting was called to order at 7:01 PM.

Directors present were Ruby Bussinger, Wui Goh, Mary Hawks, Britta Jarvis, Andrew Robinson, and Joyce Steinhardt. Keith Kiebzak was present to represent KL Management Group, Inc.

INTRODUCTION OF VISITORS – James and Jade Gentile, Gloria Grehl, James Holmes, Bernie Noga, Daphne Nielson, Jo Warren, and Sally Warren were present at the start of the meeting.

Unit 450/5308 Bamboo Court/Request Two Year Payment Plan - A motion was made by Mrs. Bussinger and seconded by Mr. Goh to approve a two-year payment plan with twenty-four (24) monthly installments to pay off the arrearage and to continue to pay the currently accruing monthly assessments. A late charge will not accrue on the outstanding balance provided the monthly installments are received by the due date. The plan will be in default if the payment is not received on the due date, and the owner will be required to pay the balance in full. The motion was unanimously approved.

PRESIDENT'S REMARKS – There were no remarks from Mr. Robinson.

MINUTES – A motion was made by Mrs. Steinhardt and seconded by Mrs. Jarvis to accept the minutes of the October 15, 2024, Board of Directors' Meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the October 2024 financial statement and the Financial Report dated November 19, 2024.

MANAGER'S REPORT - (Any enumeration of items below matches the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report, dated November 19, 2024, and the Manager's Report – Fence Project, dated November 19, 2024.

OLD BUSINESS

- A. Fence Replacement Property – The topic was discussed during the session of the Manager's Report.

NEW BUSINESS

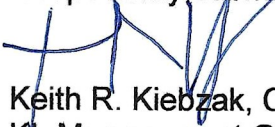
- A. Doggy-Doors in Sliding Glass Doors – A motion was made by Mrs. Bussinger and seconded by Mrs. Jarvis to prohibit the installation of a doggy-door in the openings of the sliding glass doors on the second level of a unit. The motion was unanimously approved.

- B. Pool Lights-Timer - Mr. Kiebzak said that the mechanical timer for the pool area has malfunctioned. The light fixtures on the pool deck and those submerged in the pool are being turned on and off manually until the timer can be repaired or replaced. The timer will be replaced by one that can be controlled remotely and adjusts for sunrise and sunset if affordable.

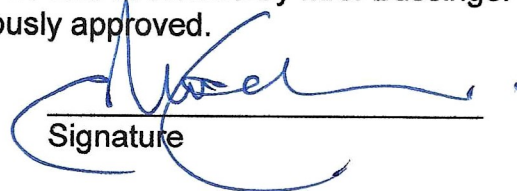
A motion was made by Mr. Robinson and seconded by Mrs. Bussinger to approve the Guideline for Fences. The motion was unanimously approved.

ADJOURNMENT - A motion was made by Mrs. Jarvis and seconded by Mrs. Bussinger to adjourn the meeting at 8:31 PM. The motion was unanimously approved.

Respectfully submitted for the Secretary,



Keith R. Kiebzak, CAM
KL Management Group, Inc.


Signature

Andrew Robinson, President

Date: December 17, 2024