NOTICE OF BOARD OF DIRECTORS MEETING

FOR TUSCANY SQUARE 1 CONDOMINIUM ASSOCIATION, INC.

**Date: Thursday, December 6, 2018**

**Time: 1:00 PM**

**Place: Florida Community Bank, 4777 Clyde Morris Blvd., Port Orange, FL 32129**

**ARC COMMITTEE MEETING MINUTES**

1. Call to Order- Meeting was called to order at 1:00pm. Richard, Nancy B and Skip all present. Haley was absent.
2. Discuss current property modification requests- No applications to review this month.
3. Adjourn- The meeting was adjourned at 1:01pm

**Meeting Minutes**

1. **Call to Order-** The meeting was called to order at 1:02 pm, Nancy G, Nancy B, Marge, Thom, Richard present. Mike and Hailey were absence. Also present was Mark Michalek, Marc Umbenhen (417), The Duckworths (324), and Skip Brannan (310).
2. **Owner Comments on Agenda Items-** comments on the building being very clean and on issues with sales of units.
3. **Approval of Minutes for October 25, 2018-** Nancy Bmoves to approve the minutes from October 25 board of directors meeting. Thom seconded the motion. All board members were in favor and the motion carried.
4. **Treasure’s Report:**
   1. **Financial Report –** Mark updated on the current financials and account balances.
   2. **Review of monthly report –** Thom updated on reserve accounts and CDs.
5. **Town Center Update –** No update at this time.
6. **Project update –** Nancy update on the project list and projects that have been completed.
7. **Unfinished Business:** 
   1. **Landscaping –** Marge updated on landscaping concerns and commented on this past job.
   2. **Pet registration –** NancyB updated on current pet list. 61 cards returned. 39 total missing- 30 missing residential cards.
   3. **Cigarette disposal receptacle –** discussion on possibility of purchasing a cigarette disposal receptacle.
8. It was decided to not pursue this item.
   1. **Driveway Resealing payments-** discussion on outstanding payments for driveway resealing for owners driveways. Follow-up invoices will be sent.
9. **New Business:**
   1. **Becker retainer agreement – motion –**Nancy G moves to approve the Becker retainer in the amount of $200. Nancy B seconds the motion. All board members in favor and the motion carried.
   2. **Personnel decisions –** Nancy G updated on Matt providing 2 weeks’ notice for his resignation and the possibility for Steve leaving at the end of April. Discussion was had on job posting for maintenance supervisor. Nancy G moves to give Steve $400, Matt $250. Nancy B seconds the motion. All board members in favor.
   3. **Change of venue for meetings in 2019-** Discussion on possible change of venue. The Board decided not to change the location.
   4. **Motion to pay bills –** Nancy B moved to pay the following biils Holland electric $801.37, Kone- $1688.10 elevator repairs, Gate control Tech –remotes- $214.00. Marge seconded the motion. All board members were in favor and the motion carried.
10. **Closed Session:**
    1. **Past Due Accounts –**Nancy G updated on open collection item
    2. **Geosam suit –** discussion was had on lawsuit and pending depositions.
11. **Adjourn-** Nancy B moves to adjourn at 2:51pm.