**TUSCANY SQUARE I CONDOMINIUM ASSOCIATION**

**BOARD OF DIRECTORS MEETING**

**November 17th 2016**

The Board of Directors (“Board”) of Tuscany Square I Condominium Association held a duly called Board Meeting on November 17th 2016; at Venetian Bay Clubhouse, New Smyrna Beach, FL, at 6:00 pm.

Board members present were as follows: Absent were as follows:

Nancy Graves (President) James Stowers (Director)

Richard Mistarz (Vice President) Lloyd Morris (Director)

Flo Riggie (Secretary)

Thom Keeney (Treasurer)

Other:

Steve Joyce (Maintenance Supervisor)

Skip Brannan (Board Liaison)

Also present was Mark Michalek of Leland Management, representing the Management Company.

**Quorum:**

* Quorum was established with four (4) Board Members in attendance.
* Notice was posted 48hrs in advance
* The meeting was called to order @ 1:06 PM

**Review and Approval of Prior Meeting Minutes –** October 27th:

* *Thom moved to approve the minutes from the October 27th Board of Directors meeting. Flo seconded the motion. All board members were in favor 4-0 the motion passed to approve the minutes from the October 27th Board of Directors meeting.*

**Treasurer’s Report**:

* Financial Report
* Construction Financials
  + Thom provided an update on current construction financials.

**Committee Reports:**

* Construction: Steve Joyce
  + Steve provided an update on the work completed so far, including issues with painting and roof discussion.
* Landscape: Skip Brannan
  + Skip provided an update on the progress being made to the landscaping including removing plants from pots to the ground.
* Lease/Purchase: Flo Riggie
  + Flo gave an update on the 2 units having new tenants.
* Town Center: James Stowers – N/A
* ARC: Richard Mistarz- No update

**Unfinished Business:**

* **Lawsuit Update-** Nancy gave an update on the settlement and process with attorney requesting payment.
* **Elevator Floors-** Nancy gave an update on the expected completion of this project to be on Saturday.
* **Garbage Pick up-** Pickups occur on Mondays and Thursdays. Discussion had on possibility of adding an extra day.
* **Christmas Party-** Christmas party shall be on December 16th in the grill area.
* **Door Hardware-** Discussed was had on the responsibility for replacement but no decision was made.
* **Painting of Patio doors and windows**- *Nancy moved to approve Frank Dorio’s estimate for the painting of the exterior doors and window trims. Thom Seconded the motion. All board members were in favor 4-0 motion passed to approve Frank Dorio’s estimate for the painting of the exterior doors and window trims.*

**New Business: N/A**

**Owner Comments-**

Owners had comments on cleaning issues, plant upgrades, signs, and issues with the commercial units.

**Next Meeting Date:**

* December 15th 1pm

**Adjournment-** Flo moved to adjourn at 3:13pm