NOTICE OF BOARD OF DIRECTORS MEETING

FOR TUSCANY SQUARE 1 CONDOMINIUM ASSOCIATION, INC.

**Date: Thursday, March 22, 2018**

**Time: 1:00 PM**

**Place: Half Wall**

 **Hwy 44**

**New Smyrna Beach FL**

Minutes

1. **Call to Order-** The meeting was called to order at 1:03pm. Nancy G., Thom, Richard, Marge, Nancy B., and Mike were all present. Also present was Mark Michalek from Leland Management.
2. **Approval of Minutes: February 22, 2018-** Thom moved to approve the minutes from the February 22nd board of directors meeting. Marge seconded the motion, all board members were in favor and the motion carried.
3. **Treasure’s Report:**
	1. **Financial Report –** Mark updated on financials. Nancy B. moved to write off any misc amount on delinquent report under $10.00. Thom seconded the motion. All board members were in favor and the motion carried.
4. **Unfinished Business:**
	1. **Landscape –** Richard updated on approved landscaping enhancements from prior meeting. Discussion was had on additional enhancements.
	2. **Vent in Bldg 5 –** Mike updated on progress of the vent installation.
	3. **Pool membership –** Nancy updated on current status of pool reopening.
	4. **Annual Meeting, candidates-** Mark updated intent to be a candidate forms that have been received.
	5. **Spring Fling –** Marge updated on the date change for Spring Fling.
	6. **Motion to accept bid for driveway resurfacing-** Discussion was had on current proposals received from Parkin Markin and Asphalt 365.
	7. **Window cleaning-** discussion was had on project date and execution of notification.
5. **New Business:**
	1. **Plumbing issue – Unit #220-** discussion on resolution and if association is responsible for any repairs.
	2. **Fl Legislature update –** Nancy G. updated on legal update class and discussion was had on potential changes to the website.
	3. **Motion to adopt Board Resolution re Official Records Access Policy-**Nancy B. moved to accept updated official records access policy. Nancy G seconded the motion. All board members were in favor and the motion carried.
	4. **Motion to adopt Board Resolution re TSQ1 Collection Policy-** Nancy B moved to adopt the updated Collection Policy. Thom seconded the motion, all board members were in favor and the motion carried.
	5. **Mike Hatzell – responsibilities-** Discussion was had on Mike handing all coordination of ongoing community projects.
	6. **Motion to pay bills Nancy-** Thom moved to approve the following bills, Beck $1,377.63 for legal costs, Coastal Construction $267.02 for calking repairs, Marge seconded the motion, all board members were in favor and the motion carried.
	7. **Job descriptions –** discussion was had on adding additional item for checking a/c in elevator control room.
	8. **Lease Purchase wording –** Discussion was had on lease policy wording.
6. **Owner Comments –** Questions were asked in regards to gutters, landscaping, parking lot project, annual meeting, and parking issues.
7. **Closed Session:**
	1. **Past Due Accounts –** Discussion was had on current delinquencies.
8. **Adjourn-** Nancy B moved to adjourn the meeting at 3:16pm. Thom seconded the motion and the meeting was adjourned.