NOTICE OF BOARD OF DIRECTORS MEETING

FOR TUSCANY SQUARE 1 CONDOMINIUM ASSOCIATION, INC.

NOTICE IS HEREBY GIVEN, in accordance with the bylaws of the Association and Florida’s Condominium Act that the Board of Directors meeting will be held on the following date, time and place.

**Date: Thursday, June 27, 2019**

**Time: 1:00 PM**

**Place: Unit 318 – TSQ1**

**ARC COMMITTEE MEETING MINUTES**

1. **Call to Order**- The meeting was called to order at 1:00pm. Richard, Nancy B, Mike, and Skip present.
2. **Discuss current property modification requests**- Richard discussed the unit 311 floor change outs. Discussion was had on the refurbishing of the elevator steel covering.
3. **Adjourn-** The meeting was adjourned at 1:23pm.

**MEETING MINUTES**

1. **Call to Order-** The meeting was called to order at 1:23pm. Nancy B, Nancy G, Richard, Thom, Marge, Mike were present. Hailey was absence. Also presentwere Skip Brannan (310), and Marc Umbenhen (417), Carl (need unit number and last name) and Mark Michalek with Leland Management.
2. **Owner Comments on Agenda Items**
3. **Approval of Minutes for May 23, 2918-**Thom moved to approve the minutes. Nancy B seconds the motion, all board members were in favor and the motion carried.
4. **Treasure’s Report:**
   1. **Financial Report –** Mark reviewed the financials and current assets.
   2. **Review of monthly report –** Thom reviewed the account balances for the CD’s.
5. **Town Center Update –** No update
6. **Project update –** Mike reviewed the pending project lists
   1. Pressure washing scheduled for July 8th 2019.
   2. Elevator drives replacement- schedule proposed to move to August
   3. Elevator 2 & 3 electrical issues- wired to single breaker causing overloads. Scheduled to be rewired on July 8th.
7. **Compliance/Legislative Update – Rules & Reg-** discussion was had on reviewing the Rules and Regs and proposing any possible changes.
8. **Unfinished Business:** 
   1. **Commercial lights update–** Michael has replaced 21 of the 29 lights that needed to be replaced.
   2. **Landscaping –** Mike updated on pending issues with Brightview and discussion was had on lack of services and response times from the current account manager.
   3. **Pet registration –** Nancy B updated on the completed list of pet registration.
   4. **Molly Maids –** Nancy B reviewed service issues with Molly Maids.
   5. **Michael’s work log-** reviewed his work log being on tip.
9. **New Business:**
   1. **TIP –** Skip reviewed the items on TIP that are useful resources and how to use them.
   2. **Rule 27 – Garage Doors -Motion to adopt rule –** Nancy B moves to adopt rule 27 to the Rules and Regulations. Richard seconds the motion, all board members were in favor and the motion carried.
   3. **Kone – Replacement of 4 drives schedule & communication–** Nancy recommended requesting the install be done in August after the building pressure washing is completed.
   4. **Ace – Pressure Washing schedule & communication –** Nancy G provided an upcoming calendar to show how the pending work was going to be completed. Discussion was had on pressure washing/cleaning the windows and the process for having screens removed.
   5. **Inspections/ key check –** Nancy G discussed the key check for all the units in the building. Nancy B to accompany Glode Pest Control for the service. Michael to accompany Convergent on the fire inspection.
   6. **Michael’s summer hours –** Discussion was had on Michael’s hours changing to 7am-3pm for the summer.
   7. **Launch new procedure for roof access & communication –** Skip discussed the new process for providing codes to owners for roof access doors.
   8. **Motion to pay bills –** Nancy G moves to reallocate the invoice from AWS in the amount of $7500 for the roof vent installation to be paid from reserves. Mike seconds the motion, all board members were in favor and the motion carried.
      1. **Convergent-** Skip discussed 2 work orders for repairs to 1 sprinkler head due to an issue with unit 227 having A/C work done and issues with the firm alarm panel.
10. **Closed Session:**
    1. **Past Due Accounts –** Nancy G reviewed the delinquent account.
    2. **Geosam suit –** Nancy G reviewed the pending closed meeting information topics for the ongoing lawsuit.
11. **Adjourn-** The meeting was adjourned at 4:04pm.