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, December 8, 2022**

**Time: 12:30 PM**

**Place: Leland Management – This is a virtual zoom meeting, and no one will be present at a physical location.**

**The Zoom meeting ID is 82642659422 and the Passcode is 506919. This information can also be found in the owner’s section of the website, tuscanysquarecondominium.org**

**Meeting Minutes**

1. Call to Order- The meeting was called to order at 12:30 P.M. Nancy B, Nancy G, Thom, Marge, Stan, Mike and Ken were all present. Also present was Mark Michalek (Leland Management) Vikki Amatucci (Leland Management), Skip (310), Pahlic (331), Mistarz (318), and Duckworths
2. Owner Comments on Agenda Items- Questions were asked in regard to building maintenance, parking for commercial property and dumpsters.
3. Approval of Minutes for September 22, 2022- Nancy B. moved to approve the minutes from the September 22nd Board of directors meeting. Mike seconded the motion. All board members were in favor and the motion carried.
4. Treasure’s Report:
	1. Financial Report - Mark reviewed current financials and account balances.
	2. Review of monthly report & local petty – Thom gave a monthly report.
5. Project update – Mike gave an update on open projects available for review on TIP.
6. Landscaping Report – Carl will be scheduling a meeting with the landscape company.
7. Compliance/Legislative Update – Nancy G. gave an update for the new condo laws, a reserve study will be requested from Reserve Advisors for SIRS, Appraisal and Reserve Study.
8. Unfinished Business:
	1. Driveway- Nancy G. discussed – MOTION made Thom and seconded by Mike to approve the repair work with a not to exceed price of $3,200.00. All members were in favor and the motion carried.
	2. Gate Signs – Nancy G provided an update on the no trespassing signs.
	3. Building Cleaning – Nancy G reviewed the proposal provided by DMAK Cleaning Services. MOTION made by Thom and seconded by Ken to approve the cleaning contract for a monthly amount of $1,965.00 cleaning supplies will be billed with the monthly cost and will be the property of Tuscany Square. All members were in favor and the motion carried.
	4. Roof – Nancy G reviewed the roof bid, one more bid will be obtained.
	5. Fire Panel Replacement – Nancy G gave an update.
	6. Christmas Decorations – Nancy G gave an update and thanked all who volunteered with putting the decorations up.
	7. TSQ1 Restructure – Nancy G provided her resignation effective 12/31/2022, MOTION made by Nancy B and seconded by Thom to appoint Nancy G to the community Liaison position effective 1/1/2023. All members were in favor and the motion carried.

MOTION made by Nancy G and seconded by Stan to nominate Nancy B for Board President. All members were in favor and the motion carried. MOTION made by Nancy B and seconded by Stand to nominate Mike for Vice President. All members were in favor and the motion carried.

1. New Business:
	1. Board Certification Class – Nancy G discussed this. All new Board members are required to complete a Board Certification class with in 90 days of becoming a Board member. The next class that Leland provides will be 1/20/2023 from 10am-12pm, link to register was provided.
	2. HR Christmas – MOTION made by Thom and seconded by Nancy B to approve a Christmas bonus to Steve Jouce in the amount of $800.00 this will be paid from petty cash. All members were in favor and the motion carried.
	3. Emergency Lights – Nancy G gave an update on the emergency lights.
	4. Future Meetings – Nancy G gave an update that future Board meetings will be held in person.
	5. Elevator Resets – Nancy G gave an update and discussion was had.
	6. Garage Doors – Discussion
	7. Motion to pay bills – Thom moves to pay the following bills. Mike seconds the motion. All members were in favor and the motion carried.
		1. Black Coral Creative Solutions- $450.00
		2. Tom’s Landscaping Services - $585.00
		3. DDC Services- $1,600
		4. Gay Morris - $700.00
		5. Dynafire - $798.75
		6. Sheila Watson - $50.00
		7. Sheila Watson - $50.00
		8. Sheila Watson - $50.00
		9. Advanced Access - $2,141.46
		10. Advance Access - $125.95
		11. Dynafire - $346.13
		12. Above and Beyond Tree Care $650.00
		13. D.D.C. Services LLC - $1,600.00
		14. KONE - $3,009.06
2. Adjourn- The meeting was adjourned at 2:35p.m.