



Lansbrook Master Association, Inc.
Board of Directors Meeting
Held in virtual / telephonic format via internet based Zoom tool
August 23, 2021

The Lansbrook Master Association, Inc. ("LMA") Board of Directors meeting was called to order by President Brian Thiel at 7:01 PM. Also attending were Board members Tom Lango, Ron Schultz, Ken Kunsman, Scott Tillesen, Todd Christofferson, and Rosalia Gianola. A quorum was present. Attending from FirstService Residential were Vince Pino and Ryan Howard. Eleven homeowners also attended.

Brian Thiel advised that Proof of Notice of the meeting was properly provided.

MOTION: A motion was made by Tom Lango and seconded by Rosalia Gianola to accept the minutes as presented for the July 26, 2021, regular meeting of the Board. The motion passed unanimously.

Treasurer Tom Lango reminded that there was a \$158,461 positive expense variance from 2020, of which \$65,000 was approved for transfer to reserve funds. As of July 31, 2021, total cash reserves amounted to \$651,476, a decrease of approximately \$30,000 for the previous month. Operating cash was \$371,812 and Reserve cash was \$279,664. All bank balances remain within FDIC insured limits. For the month of July 2021, income of \$86,821 was \$124 short of budget, mainly due to historically low interest rates. July expense of \$106,639 was \$27,226 unfavorable to budget. For the first seven months, income of \$623,433 was \$14,818 above budget resulting from the sale of a pick-up truck recorded as miscellaneous income. Expenses for the first seven months of \$653,211 was unfavorable to budget by \$97,320. This was largely due to the carry over of projects. It is projected that there is around \$40,000 positive budget variance for the year at this time. **MOTION:** A motion was made by Ron Schultz and seconded by Scott Tillesen to accept the Treasurer's Report. The motion passed unanimously.

FirstService Community Association Manager Vince Pino reported that he is working on getting bills properly coded and assuring that invoices are paid on a timely manner.

President Brian Thiel advised that a reimbursement has been received from the parents of youths who recently vandalized a park restroom. He further asked that a committee be established to develop guidance for interacting with law enforcement and dealing with the perpetrators of vandalism. Ron Schultz and Rosalia Gianola were appointed to help President Thiel with this task.

Residents were invited to speak. There were no comments or questions.

MOTION: A motion was made by Ken Kunsman and seconded by Todd Christopherson to affirm that the LMA board is receptive to submission by the Kreps family for a memorial recognition for Andrew Kreps at Lakefront Park, with the final form and design to be approved by the LMA Board. Directors Thiel, Gianola, Kunsman, Christofferson, and Lango approved the motion. Directors Tillesen and Schultz voted against the motion. The motion passed.

The Board unanimously approved the following statement: There has been a tremendous outpouring of support and sympathy for the family and friends of Andrew Kreps. The LMA Board empathizes with the family and has listened to the input from the community. We have also sought input directly from the 21 neighborhood HOA Boards. Pinellas County recently informed the LMA Board that they have sent paperwork to the Kreps family for a memorial road sign to be placed at the accident site and informed them that a permanent plaque or rock would not be permitted since it does not adhere to the county standard. The LMA Board is in full support of the County approved memorial road sign at the site and hopes that it may bring some peace and comfort to the family.

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Director Ken Kunsman left the meeting.

Director Tom Lango advised the Board that based on the general impression that the LMA Board as a whole is interested in knowing about options for a Property Manager company to service our Association, a committee consisting of Tom Lango, Rosalia Gianola, and Scott Tillesen, was established to solicit and review proposals. To that extent, nine firms were identified and contacted. We received five proposals. From a pure cost standpoint, all of the proposals reflected a higher cost of service from that under our current contract. From the five submissions, two were selected for further consideration. Virtual meetings were held with executive and business development representatives of those firms. While both of these final two firms were deemed to be acceptable, the committee leaned toward one in particular. We believe this final candidate presented the capability to successfully manage the transition from our existing management company, provide the requisite financial controls and reporting, manage our staff and projects, and be an asset to both the Board and our residents. The 2021 budget will be adversely impacted by the higher cost of the new firm in the amount of \$4,200 and by a penalty associated with the hiring of certain existing employees. Rosalia Gianola advised that the firm being proposed offered a particularly attractive suite of technology that should aid in resident communication, document storage, and project/issue tracking. **MOTION:** A motion was made by Scott Tillesen and seconded by Ron Schultz, to authorize President Brian Thiel to negotiate and approve a one year contract on behalf of the LMA with Castle Group at a monthly base cost not to exceed \$4,400.17. Upon signing this contract, President Thiel is further authorized to notify FirstService Residential of our intention not to renew the current contract. The motion passed unanimously.

MOTION: A motion was made by Brian Thiel and seconded by Todd Christofferson to approve a contract to Brightview Landscaping for an amount not to exceed \$7,000, to provide plantings on the Lynnwood median. The motion passed unanimously.

MOTION: A motion was made by Ron Schultz and seconded by Tom Lango to adjourn the meeting at 8:13 PM. The motion passed unanimously.

Respectfully submitted,
Scott Tillesen
Secretary
Lansbrook Master Association, Inc.

Approved:

By: 

Brian Thiel, President

Date: 9/28/2021