

Eagle Tree Condominium Association, Inc.
108 Night Hawk Drive
Jupiter, FL 33477

BOARD OF DIRECTORS MEETING

November 23, 2021

A Board of Directors meeting of the Eagle Tree Condominium Association, Inc. was held November 23, 2021.

Present from the Board of Directors: Louise Berkman, President; Jerry Rokoff, Vice President; Earle Yaffa, Treasurer; Tom Gilpin, Secretary, Pete Ciccone, member.

Guests present from Timbers Resorts: David Kalnas, Sarah Smith, Jessica Kluth, Katie Herr, Chris Goger, Jerry Burden, Jesse Geremia, Mark Roland, Paulene Kwasjee, Richie Pittner

CALL TO ORDER

The meeting was called to order by Louise Berkman, President, at 9:32 a.m., Eastern Time.

ESTABLISHMENT OF QUORUM

With five Board members present at the time of roll a quorum was met and Robert's rules will apply.

PROOF OF NOTICE OF BOARD OF DIRECTORS MEETING

Notice of the meeting was posted to ownership 48 hours in advance of the meeting.

APPOINTMENT OF RECORDING SECRETARY

Ms. Berkman appointed Katie Herr as Recording Secretary.

APPROVAL OF AGENDA

- A motion was made by Earle Yaffa to approve the agenda as presented. It was seconded by Jerry Rokoff and motion was unanimously carried.

APPROVAL OF PREVIOUS BOARD MEETING MINUTES

- A motion was made by Earle Yaffa to approve the meeting minutes from October 19, 2021. It was seconded by Jerry Rokoff and motion was unanimously carried.

FINANCIAL UPDATE

- Jessica Kluth gave an overview of the financial performance for October. Overall, there was a deficit in operations of \$12,482. There was a surplus in revenue of \$11,769. In the Common General Expenses there was a surplus of \$7,141. For Vacation Plan Specific Expenses there was a deficit of \$31,392. The current life-to-date fund balance surplus is \$1,169,492.

OPERATIONS UPDATE

- David Kalnas reported that all capital improvement projects are complete.

- The glass tabletops are slowly arriving and expect the arrivals to continue through the season.
- Outdoor kitchens have received very positive reviews from owners & guests.
- We finished October occupancy in the low 60%, typically we are in the low 50's.
- The owners have used the most nights ever in 2021.
- The staff and I are doing many things to stay engaged with our guests. Apre Tee has started back up and we are bringing Wild Wednesdays back beginning this week.
- We are having our 2nd annual golf cart holiday parade on Friday.
- The tennis courts are being resurfaced this week. We have made arrangements for guests to be able to play at the North Palm Beach country club.
- We are still in need of 6 housekeepers. Our facilities team has been working on pool heaters, we are hoping that turning off the pool heaters when the homes are vacant to extend the life of the heaters and save on utilities.
- Shipping costs have increased dramatically so we are working with the Trump organization to possibly combine some deliveries.
- There have been two golf cart incidents this past week, so we have made some changes to the golf cart policy. Gold carts are no longer permitted to be driven on the golf cart paths or park in front of the Trump clubhouse. Additionally, each staff member will be given more extensive golf cart training.
- Communication will be sent to owners who have not yet paid the annual dues.
- A letter will be sent to all owners for the employee holiday fund. The suggested amount this year will be \$125.
- All staff members were given \$100 Publix gift cards for Thanksgiving and lunch will be provided for the staff on Wednesday.

SALES & MARKETING UPDATE

- We have had 4 closings in November, 3 two bedrooms and 1 four bedroom.
- We have one signed sales agreement set to close in December.

NEW BUSINESS

- The next Board meeting is scheduled for Tuesday, December 21, 2021 at 9:30am ET.

ADJOURNMENT

- **There being no further business to discuss, a motion was made by Jerry Rokoff to adjourn the meeting seconded by Earle Yaffa and motion was unanimously carried. The meeting adjourned at 10:08am ET.**