

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

BOARD OF DIRECTORS MEETING

Tuesday, February 21, 2023

A Board of Directors meeting of the Eagle Tree Condominium Association, Inc. was held on February 21, 2023

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

Guests present from Timbers Resorts: David Kalnas, Dana Salsbury, Chris Goger, Richie Pittner, Erin Santana, Jesse Geremia, Paulene Kawasjee, Jerry Burden.

CALL TO ORDER

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

ESTABLISHMENT OF QUORUM

With four 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 Dana Salsbury as Recording Secretary.

APPROVAL OF AGENDA

- A motion was made by Louise Berkman to approve the agenda as presented. It was seconded by Tim and motion was unanimously carried.

APPROVAL OF PREVIOUS BOARD MEETING MINUTES

- A motion was made by Louise Berkman to approve the meeting minutes from February 21, 2023. It was seconded by Earle and motion was unanimously carried.

FINANCIAL UPDATE

- Jessica Kluth gave an overview of the financial performance for January 2023. Overall, there was a surplus in operations of \$39,438. There was a surplus in revenue of \$2,537. In the Common General Expenses there was a deficit of \$215. For Vacation Plan Specific Expenses there was a surplus of \$37,116. The current life-to-date fund balance surplus is \$821,147.

OPERATIONS UPDATE

- Concierge is fully staffed for the first time in a year and a half. Ritchie has worked hard to get them all trained and they are a fantastic group. Several positive surveys about concierges.
- Bell staff is currently staffed with 4 team members. They have had sever positive surveys as well.
- Housekeeping is doing a great job. We are very pleased with the contracting agency and the team members they are sending over. Currently there are no vendor shortages.
- Facilities is fully staffed. They have had some minor repairs recently. There is a lot of wear and tear on the houses that they are fixing as the issues arrive.
- The surveys have overall been positive. We have had some tough scores that are mainly related to golf and not being able to get T-times. These complaints are from members that did not purchase the golf package.
- Tuesday events are doing great. Positive feedback and turnout.

SALES & MARKETING UPDATE

- Closed on two (2) bedroom homes and two (4) bedroom homes.
- Currently have two contracts out waiting for signature.
- Chris and Jerry are going to have a report ready for the next board meeting regarding an increase in the base prices.

NEW BUSINESS

- The next Board meeting is scheduled for Tuesday, March 21, 2023, at 9:30 am ET.

ADJOURNMENT

- **There being no further business to discuss, a motion was made by Louise Berkman to adjourn the meeting seconded by Jerry and motion was unanimously carried. The meeting adjourned at 10:21am ET.**