

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

BOARD OF DIRECTORS MEETING

Tuesday, June 28, 2022

A Board of Directors meeting of the Eagle Tree Condominium Association, Inc. was held June 28, 2022.

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

Guests present from Timbers Resorts: David Kalnas, Sarah Smith, Jessica Kluth, Chris Goger, Jesse Geremia, Richie Pittner, Paulene Kwasjee, Erin Santana, Jerry Burden

CALL TO ORDER

The meeting was called to order by Louise Berkman, President, at 9:01 am, 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 Sarah Smith 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 Tom Gilpin to approve the meeting minutes from June 1, 2022. It was seconded by Earle Yaffa and motion was unanimously carried.**

FINANCIAL UPDATE

- Jessica Kluth gave an overview of the financial performance for May 2022. Overall, there was a surplus in operations of \$63,176. There was a surplus in revenue of \$39,641. In the Common General Expenses there was a surplus of \$11,381. For Vacation Plan Specific Expenses there was a surplus of \$12,154. The current life-to-date fund balance surplus is \$1,133,315.

OPERATIONS UPDATE

- David Kalnas began the discussion on providing 50% of the available association owned inventory to the Timbers Resorts rental group for the upcoming 2022/2023 season. David also suggested changing from a one-night room and tax deposit to a two-night room and tax deposit upon confirming the reservation. Additionally, David suggested the cancellation policy be changed from a three-day cancellation to a 21-day cancellation wherein the full payment would be required. **A motion was made by Jerry Rokoff to approve the changes to the rental program suggested by David Kalnas. It was seconded by Earle Yaffa and motion was unanimously carried.**
- The back-office of the Concierge area is currently under construction as the space is made available to the Trump organization. It is likely we will need to shift personnel to different work areas on busy Saturdays, holidays etc. as our available office space has been reduced. The Trump organization will be created additional storage/office space in the administration building at no cost to the association.
- The pool and Oasis have been closed since June 1st and was scheduled to reopen on or around July 1st, that has now been delayed until at least Tuesday, July 12th.
- We are going to continue the arrangement with the North Palm Beach Country Club while the pool and Oasis are closed. So far, we have received excellent reviews from our owners and guests who have used the facilities.
- The work in the Spa has been completed and is reopened. The tennis and sports courts renovations have not yet begun, no exact date has been given as to when that may commence. The main clubhouse remains closed while extensive renovations are conducted. The clubhouse is scheduled to reopen sometime in October. The course has reopened with another scheduled two-week closure at the end of September.
- Our staff continues on-property CARE projects with painting, power washing, carpet cleanings, etc.
- Decypher Technologies has provided a solution for the wireless boosters in exchange for some nights in August. The trade will save us over \$15,000 in equipment and labor costs.
- Reservations have been busy as the 2022/2023 club year dates were released on May 1st. On June 1st, TRP began accepting deposits.
- Katie Herr, Human Resources Manager, has resigned. We have made an offer to another Human Resources Manager – Dana Salisbury.

SALES & MARKETING UPDATE

- As of the last Board call, we have had two closings (two 4-bedroom residences).
- We have one signed sales agreement set to close later this month.

NEW BUSINESS

- The next Board meeting is scheduled for Tuesday, July 26th at 9:00am ET.
- The annual owners meeting is scheduled for Wednesday, October 12th at 11am ET.

ADJOURNMENT

- **There being no further business to discuss, a motion was made by Tom Gilpin to adjourn the meeting seconded by Jerry Rokoff and motion was unanimously carried. The meeting adjourned at 9:37 am ET.**