

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

**BOARD OF DIRECTORS MEETING**

**Tuesday, September 6, 2022**

A Board of Directors meeting of the Eagle Tree Condominium Association, Inc. was held September 6, 2022.

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

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**Guests present from Timbers Resorts:** David Kalnas, Sarah Smith, Jessica Kluth, Dana Salsbury, Chris Goger, Richie Pittner, Erin Santana

**CALL TO ORDER**

The meeting was called to order by Louise Berkman, President, at 1:30 pm, 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 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 Earle Yaffa and motion was unanimously carried.**

**APPROVAL OF PREVIOUS BOARD MEETING MINUTES**

- **A motion was made by Louise Berkman to approve the meeting minutes from July 26, 2022. It was seconded by Earle Yaffa and motion was unanimously carried.**

**FINANCIAL UPDATE**

- Jessica Kluth gave an overview of the financial performance for July 2022. Overall, there was a deficit in operations of \$49,246. There was a deficit in revenue of \$8,980. In the Common General Expenses there was a surplus of \$6,874. For Vacation Plan Specific Expenses there was a deficit of \$47,140. The current life-to-date fund balance surplus is \$982,037.

### **OPERATIONS UPDATE**

- Pickleball likely to not be here for this season
- Loss Prevention Department is hiring for a full-time position.
- Housekeeping Department needs staffing for season. Currently have a sign on bonus and an employee referral program in progress.
- Housekeeping is continuing the deep cleans.
- Health Club has reopened, and new equipment is being phased in.
- The Clubhouse is still in progress with remodel.
- Work continues in the concierge office. Printer/Scanner will need to be downsized. Phone for 911 calls must remain.
- Pizza Oven has been installed and is up and running.
- Trump Golf Course to close on September 19, 2022. Due to reopen on October 3, 2022.
- Notifications to run for Board Members closed on September 2, 2022.
- The construction on the Admin Office has not started, they want to complete Eric's office first.
- Feedback overall is positive about the pool and health club improvements.

### **SALES & MARKETING UPDATE**

- As of the last Board call, we have had two closings (two-bedroom residence).
- We have a sales agreement signed that will close in two weeks and we have a proposal out to a four-bedroom buyer.

### **NEW BUSINESS**

- The next Board meeting is scheduled for Wednesday, October 12, 2022, 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 Earle Yaffa and motion was unanimously carried. The meeting adjourned at 2:51 pm ET.**