

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

**BOARD OF DIRECTORS MEETING**

**November 17, 2015**

A Board of Directors meeting of the Eagle Condominium Association, Inc. was held on November 17, 2015.

**Present from the Board of Directors were:** David Oestreich, President; Louise Berkman, Secretary; Sal Monastero, Member; Pete Ciccone, Member.

**Guests present were:** Timbers Resorts Team present: Jesse Geremia, Rick Collette, Sarah Davis, Jillian Tice, Lance Thompson, Lisa Richards, Stephanie Taylor, Virginia McNellis, Cory Didier.

**CALL TO ORDER**

The meeting was called to order by David Oestreich, President, at 11:00am, Eastern Time.

**ESTABLISHMENT OF QUORUM**

With four Board members present at the time of roll which included David O., Louise B., Pete C., & Sal M. a quorum was met.

**PROOF OF NOTICE OF BOARD OF DIRECTORS MEETING**

- Notice of the meeting was posted to ownership 14 days in advance of the meeting

**APPOINTMENT OF RECORDING SECRETARY**

Mr. Oestreich appointed Sarah Davis as Recording Secretary.

**APPROVAL OF AGENDA**

- A motion was made by Sal Monastero to approve the Agenda as presented. The motion was seconded by Pete Ciccone and unanimously carried.

**APPROVAL OF PREVIOUS BOARD OF DIRECTORS MEETING MINUTES**

- A motion was made by Sal Monastero to approve the meeting minutes from October 6, 2015. The motion was seconded by Pete Ciccone and unanimously carried.

**FINANCIAL REVIEW**

**October 2015 Financials**

- Rick Collette gave an overview of the financial performance for the month of October 2015. Overall, there was a surplus in operations of \$41,423 for the month of October. There were some areas within the expenses that were over budget; however, other line items within other departments were under budget. In the Common General Expenses

there was a surplus of \$32,245. For Vacation Plan specific expenses there was a deficit of \$874. Overall, for the month of October operations ran under budget by \$41,423. The current Life-to-date Fund Balance is a deficit of \$3,118.

#### Owner Billing Update

- Invoices were mailed on November 2<sup>nd</sup> with a reminder being sent a few days later. As of Friday, November 17, 2015 approximately \$550,000 in dues was collected.

### **TIMBERS TEAM UPDATES**

#### Operations Update

- The property is gearing up for the Thanksgiving holiday week. All owners who were on the waitlist have been cleared for this time.
- The Employee of the Quarter for the third quarter of 2015 was announced as Ewa Zarzecka who is one of our Housekeeping Supervisors.
- Trump has informed us that Elite Guard will now be the security services provider on the property beginning January 1<sup>st</sup>.
- We are currently collecting donations for Toys for Tots and Feeding South Florida through December 11<sup>th</sup>.
- We are resuming our Saturday welcome receptions by the pool from 2-4pm.
- We are holding an open house on Thursday, December 3<sup>rd</sup> from 4-6pm. Trump realty and our Timbers realty team will be present as well as our local realtor, Denise Long.
- At the beginning of November we rolled out our amenity. Upon arrival owners will now find local, fresh citrus as well as a recipe card.

#### Engineering Update

- Elliot Lawrence will be refocusing on some other projects within Timbers and will therefore not be on future calls for Jupiter.
- The facilities team has been ramping up for the season, finishing up some last minute renovation items and performing light maintenance.

### **TIMBERS MARKETING UPDATE**

- Virginia McNellis provided a marketing update. An email was sent to owners as well as prospects which reach approximately 8000 individuals which have resulted in about 10 leads. We are on track with the marketing schedule and additional initiatives.

### **NEW BUSINESS**

- The owner bulletin board will be removed, we will be reaching out to any owners who have posted to encourage them to work through the TRP.

### **ADJOURNMENT**

**There being no further business to discuss, a motion was made by Sal Monastero to adjourn the meeting. The motion was seconded by Louise Berkman and unanimously carried. The meeting adjourned at 11:56am EST.**