

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

**BOARD OF DIRECTORS MEETING**

**November 20, 2018**

A Board of Directors meeting of the Eagle Tree Condominium Association, Inc. was held November 20, 2018.

**Present from the Board of Directors:** David Oestreich, President; Jerry Rokoff, Vice-President; Louise Berkman, Secretary; Earle Yaffa, Member.

**Guests present from Timbers Resorts:** Carrie Bligh, Sarah Davis, Jesse Geremia, Chris Goger, Andrew Blake, Jillian Tice, David Kalnas, Rocky Rosales, Gilles Cote, Nick Fielding, Ryan Bell, Jimmy Sarcona

**CALL TO ORDER**

The meeting was called to order by David Oestreich, President, at 10:30am, Eastern Time.

**ESTABLISHMENT OF QUORUM**

With four Board members present at the time of roll a quorum was met.

**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**

Mr. Oestreich appointed Sarah Davis as Recording Secretary.

**APPROVAL OF AGENDA**

- A motion was made by Louise Berkman to approve the agenda as presented. The motion was seconded by Jerry Rokoff and unanimously carried.

**APPROVAL OF PREVIOUS BOARD MEETING MINUTES**

- A motion was made by Louise Berkman to approve the meeting minutes from October 23, 2018. The motion was seconded by Earle Yaffa and unanimously carried.

**FINANCIAL REVIEW**

**October 2018 Financials**

- Carrie Bligh gave an overview of the financial performance for the month of October. Overall, there was a surplus in operations of \$24,662. There was a surplus in revenue of \$6,398. In the Common General Expenses there was a surplus of \$48,099. For Vacation Plan Specific Expenses there was a surplus of \$24,662. The current life-to-date fund balance surplus is \$589,017.

### **OPERATIONS UPDATE**

- We are currently at a 95% NPS rating on our Medallia scorecards which is just shy of the 1<sup>st</sup> place spot among Timbers Resorts properties.
- MiiR bottles have now been placed in all homes in an effort to replace the single use water bottles. The response has been positive and we have sold some to owners who wish to take one home.
- Our experience committee has been coordinating some new owner events for the season. We have held our first Friday 5k around the property and plan to continue through the season. We also have our first movie night in the park in the 600's circle scheduled for this evening.
- We placed the deposit for next years' AC replacement to lock in the 2018 pricing.
- We experienced a minor gas leak which was immediately detected by TECO, our gas provider. The issue was quickly repaired and resolved. As a result, we are going to begin inspecting all homes at the end of the year to ensure there are no leaks.

### **SALES & MARKETING UPDATE**

- Since the last meeting, an additional four-bedroom closed in October.
- Two, two-bedroom closed on 10/30.
- One, two-bedroom closed on 11/6.
- We have an additional signed contact on a four-bedroom home.
- Two other four-bedroom deals are pending at \$125,000.
- An email blast is being sent this week regarding the GVP and referral incentives.

### **NEW BUSINESS**

- The next Board meeting is scheduled for Wednesday, December 19, 2018 at 11:00am ET.

### **ADJOURNMENT**

- **There being no further business to discuss, a motion was made by Louise Berkman to adjourn the meeting. The motion was seconded by Earle Yaffa and unanimously carried. The meeting adjourned at 11:10am ET.**