

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

BOARD OF DIRECTORS MEETING

January 26, 2022

A Board of Directors meeting of the Eagle Tree Condominium Association, Inc. was held January 26, 2022.

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

Guests present from Timbers Resorts: David Kalnas, Sarah Smith, Jessica Kluth, Katie Herr, Chris Goger, Jerry Burden, Jesse Geremia, Richie Pittner, Mark Roland, Paulene Kawasjee

CALL TO ORDER

The meeting was called to order by Louise Berkman, President, at 1:31 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 Katie Herr as Recording Secretary.

APPROVAL OF AGENDA

- **A motion was made by Pete Ciccone 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 Earle Yaffa to approve the meeting minutes from December 21, 2021. It was seconded by Pete Ciccone and motion was unanimously carried.**

FINANCIAL UPDATE

- Jessica Kluth gave an overview of the financial performance for December 2021. Overall, there was a deficit in operations of \$28,151. There was a deficit in revenue of \$2,817. In the Common General Expenses there was a surplus of \$7,763. For Vacation Plan Specific Expenses there was a deficit of \$33,097. The current life-to-date fund balance surplus is \$1,073,584.
- The March Group recommendations for 2022 will be emailed out to the board members next week and a meeting set up to review with The March Group.

OPERATIONS UPDATE

- Almost 100% of annual dues have been collected,
- We lost some staff over the holidays due to quarantining. We were down one third of our housekeeping staff on New Year's Day.
- Over the holidays we had a guest fall and break both hips, we also had a grease fire in a kitchen on Christmas Eve. No damage was done to the home.
- We continue to have our Apre Tee on Tuesdays and we had Busch Wildlife out to the property. We will have them out again over spring break.
- As a result of guests accepting services when testing positive for Covid, we are now requiring all guests to vacate the home or be on the lanai. As risks become less, we will allow the guests to be in the home during services.
- We are experiencing supply issues with housekeeping, specifically bar soaps. Additionally, our linen service is cutting back their services.
- We have a signed contract with the A/C maintenance company, they will begin service in February.
- We also have supply issues for appliance parts.
- In 2021 owners used 12,493 nights, 2,100 more nights than pre-Covid. Our occupancy was at 68.45% for the year, much higher than previous years. Our TRP returned weeks were 43, compared to previous years at 258 weeks. We had 39 closings in 2021.

SALES & MARKETING UPDATE

- As of the last Board call, we have had 6 new closings (five 2-bedroom and one 4-bedroom). We have two more closings scheduled by the end of December.
- We have 4 signed sales agreements and deposits (three 2-bedroom, one 4-bedroom).

NEW BUSINESS

- The next Board meeting is scheduled for Tuesday, February 22, 2022 at 8:30am ET.

ADJOURNMENT

- **There being no further business to discuss, a motion was made by Earle Yaffa to adjourn the meeting seconded by Tom Gilpin and motion was unanimously carried. The meeting adjourned at 2:04pm ET.**