

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

**BOARD OF DIRECTORS MEETING**

**Wednesday, February 22, 2022**

A Board of Directors meeting of the Eagle Tree Condominium Association, Inc. was held February 22, 2022.

**Present from the Board of Directors:** Louise Berkman, 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.

**CALL TO ORDER**

The meeting was called to order by Louise Berkman, President, at 8:32am, 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 Katie Herr as Recording Secretary.

**APPROVAL OF AGENDA**

- **A motion was made by Earle Yaffa to approve the agenda as presented. It was seconded by Pete Ciccone and motion was unanimously carried.**

**APPROVAL OF PREVIOUS BOARD MEETING MINUTES**

- **A motion was made by Pete Ciccone to approve the meeting minutes from January 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 January 2022. Overall, there was a surplus in operations of \$85,120. There was a deficit in revenue of \$18,451. In the Common General Expenses there was a surplus of \$51,182. For Vacation Plan Specific Expenses there was a surplus of \$52,389. The current life-to-date fund balance surplus is \$1,125,371.
- Jessica will ask Austin to attend the next board meeting to provide a rental update.

### **OPERATIONS UPDATE**

- Our overall occupancy for January was 88%.
- Reserve allocations are at 654 nights.
- Survey scores were at 88.1 for January. Trump amenities affected the survey scores due to limited tee times and pool being crowded.
- We have raised the current Concierge starting rate to \$19 per hour to help attract more applicants.
- Supplies are beginning to arrive, and the reduced linen service is working out.
- Facilities is the area that we expect to use all budgeted funds as the homes are getting older. We had 23 service calls for heaters this month. We are beginning to look at off season projects.
- There is one dues collection file that will be sent to the attorney.
- Discussion of removal of house phones but phone lines are tied to the fire panels. A Windstream project engineer will be out in the next 60-90 days to assess line replacement.

### **SALES & MARKETING UPDATE**

- As of the last Board call, we have had 4 closings (three 2-bedroom and one 4-bedroom).
- A request was made to add COA's on the monthly report.
- Total of 370 owners in 2014, currently down to 320 owners.

### **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 Pete Ciccone to adjourn the meeting seconded by Earle Yaffa and motion was unanimously carried. The meeting adjourned at 9:25 am ET.**