

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

**BOARD OF DIRECTORS MEETING**

**July 16, 2018**

A Board of Directors meeting of the Eagle Tree Condominium Association, Inc. was held July 16, 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:** Jesse Geremia, Carrie Bligh, Andrew Blake, Jillian Tice, David Kalnas, Rocky Rosales, Chris Goger, Daned Kirkham, Zach Edwards.

**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 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 Earle Yaffa and unanimously carried.

**APPROVAL OF PREVIOUS BOARD MEETING MINUTES**

- A motion was made by Louise Berkman to approve the meeting minutes from June 19, 2018. The motion was seconded by Earle Yaffa and unanimously carried.

**FINANCIAL REVIEW**

**June 2018 Financials**

- Carrie Bligh gave an overview of the financial performance for the month of June. Overall, there was a surplus in operations of \$2,900. There was a surplus in revenue of \$10,472. In the Common General Expenses there was a deficit of \$8,813. For Vacation Plan Specific Expenses there was a surplus of \$1,241. The current life-to-date fund balance surplus is \$424,969.

### **LANDSCAPE CONTRACT RENEWAL**

- Carrie Bligh presented the Elegant Landscape and Design Inc. contract renewal. Details of the contract and provided services remain the same with the only change being a 5% increase to \$283,500 annually.
- **A motion was made by Louise Berkman to approve the Elegant Landscape and Design contract as presented. The motion was seconded by Earle Yaffa and unanimously carried.**

### **OPERATIONS UPDATE**

- The new owner and guest survey platform, Medallia, is up and running. This survey provides a greater range of ratings and more detail. We are currently at a 9.7 out of 10 for the month.
- As a result of the new survey platform it was discovered that one of our owners has been listing on ThirdHome. Letters have been sent in the past informing owners they are not permitted to list homes through this type of website. Carrie sent an email to the owner requesting the listing be removed. Additionally, Greg Spencer was made aware and Timbers Corporate is also considering a response to the owner up to and including suspension of TRP privileges.
- As a result of the marble restoration we have discovered there is some slight hazing on areas of the marble. The company has been contacted and are working to fix the problem. They have offered an additional 30 day post-project warranty should any additional issues arise.
- Jesse Geremia and Andrew Blake will be on site at the end of the month in preparation of the 2019 annual budget.

### **NOTICE OF ANNUAL MEETING & BOARD CANDIDACY REQUESTS**

- The first email regarding the 2018 annual meeting will be sent on July 27<sup>th</sup> announcing Mr. Earle Yaffa's seat is up for re-election and deadlines for candidacy consideration.

### **SALES & MARKETING UPDATE**

- In the month of June we have two signed contracts for four-bedrooms, they've both sold at \$95,000.
- We have another four-bedroom contract pending for \$95,000.
- A letter was sent to owners and potential buyers announcing a price increase of the four-bedroom homes to \$125,000 on September 3<sup>rd</sup>.

### **NEW BUSINESS**

- The next Board meeting is scheduled for Monday, August 27, 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 Jerry Rokoff and unanimously carried. The meeting adjourned at 11:33am ET.**