

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

BOARD OF DIRECTORS MEETING

Monday, June 26, 2023

A Board of Directors meeting of the Eagle Tree Condominium Association, Inc. was held on June 26, 2023

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

Guests present from Timbers Resorts: David Kalnas, Jessica Kluth, Dana Salsbury, Chris Goger, Richie Pittner, Paulene Kawasjee, Lori Miller, Jillian Tice.

CALL TO ORDER

The meeting was called to order by Louise Berkman, President, at 3:02pm, 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 Dana Salsbury as Recording Secretary.

APPROVAL OF AGENDA

- A motion was made by Louise Berkman to approve the agenda as presented. It was seconded by Earle and the motion was unanimously carried out.

APPROVAL OF PREVIOUS BOARD MEETING MINUTES

- A motion was made by Louise Berkman to approve the meeting minutes from May 22, 2023. It was seconded by Pete and the motion was unanimously carried out.

FINANCIAL UPDATE

- Jessica Kluth gave an overview of the financial performance for June 2023. Overall, there was a surplus in operations of \$129,265. There was a surplus in revenue of \$144,479. In the Common General Expenses there was a surplus of \$9,823. For Vacation Plan Specific Expenses there was a deficit of \$25,037. The current life-to-date fund balance surplus is \$881,270.

OPERATIONS UPDATE

- We have started the 2024 budget.
- Despite it being late June and the Golf Course is closed, we remain busy by our summer standards. We have averaged just over 50% for the month of June so far. Last year we were at 37% at this point in the year. We will finish substantially more occupied than in the previous year.
- The concierge team said goodbye to two team members: Carlos Pena and Veronica Gomez. We welcomed two new team members: Cristina Lane and Alexa Dahdah.
- We currently have the Lead Concierge position open. Veronica previously held this role. We are going to use the upcoming weeks to see if any of the current team members emerge to fill the role. There are currently three staff members that have been here almost a year, one of them that really stands out for the open role. As we get closer to the season, we will decide if we will promote from within or keep our hourly concierge as is.
- Bell Services team has welcomed a new team member. This is the first time in over a year that this team has been fully staffed.
- Housekeeping currently has eleven Timbers team members. With 50% occupancy we continue to rely on contract labor. This is a good thing for us because it maintains a relationship with the company we have been utilizing. We are currently saving with contract employees in the amount of .23 cents per hour, per employee.
- Over the coming months as we begin our Summer, we are going to start replacing linens and kitchen items that are worn or used.
- We are switching Molton Brown products due to the one we were previously using is no longer in stock. The new scents will be Ginger Lily and Indian Crest. They have already started putting them into rotation now.
- Over the last several weeks the Fire Control vendor has been performing their annual inspection. We are repairing any items that need repair as quickly as possible. The property has experienced severe weather over the last few weeks. We believe lightning recently damaged the control panel in the operations building as well as some of the circuit breakers in the 300's. In addition, we had some high winds that caused damage to some of the screens.
- The lanais are getting flooded with the large amount of rain that comes with the severe storms. Facilities are diligently working to keep them clean to prevent any stains and growth of mildew.
- The facilities team is performing their care projects and restocking supplies for the upcoming season.
- Sarah Smith has been busy processing a lot of reservations and trade requests. June 1st opened the TRP deposits. There were many deposits that were received in the first few minutes. Owners are completing trades on the trade forum which is exciting. That is beneficial to Timbers and the Owners.
- The Trump golf course will reopen this Wednesday and it will remain open until the middle of September. Several hundred coconut palm trees have been planted along the golf course. The pickle ball construction has not commenced yet.
- The operations building is currently on a year-to-year lease that automatically renews yearly unless either party should cancel. Recently, Tony has made us aware that the Trump Organization intends to construct a new structure where the operations building sits. We have asked for written assurance that we will remain a tenant. They have not

provided us with anything in writing yet. They verbally assured us that we will have access to the first floor of this structure which will be 10,000 feet. We currently have 6,000 square feet that includes member storage. In addition to asking for written assurance we asked if we could construct a building at our own cost. They were not open to entertaining that idea. The plans have not been submitted to the town. Tony shared that they have hired a Consulting Firm and they plan to submit the plans to the town in the next 6 – 9 months. Tony and the Trump Organization is aware of how important the operations building and space is to us. The property is currently zoned as “R1 – residential 1 single family dwelling”. The new structure could possibly require rezoning.

- The new structure would be a 5-story building intended for many of the Trump Executives to move into the new building from New York to Florida.
- Tony said he would provide us with trailers to work in should the construction commence. We will continue to push for written assurances. We will have to rely on Tony’s word for now.
- David will reach to our lawyer, Dick to make him aware and to try and find out about rezoning.
- Louise would like a wish list as to what to ask for should the new building be approved for construction.

SALES & MARKETING UPDATE

- Closed on a two-bedroom home and two more closings coming up in two weeks.
- Two signed sales agreements for two -bedroom homes that will be closing in a few weeks as well.

NEW BUSINESS

- The next Board meeting is scheduled for Monday, July 31, 2023, at 3:00 pm ET.
- Our wonderful Resident Club Manager: Sarah Smith, who has been with us in multiple roles and successful and a star in each one of them has taken on a new role in her personal life because she was married last weekend. The board wants to wish her only the best and let her know we are all very excited for her.

ADJOURNMENT

- **There being no further business to discuss, a motion was made by Louise Berkman to adjourn the meeting seconded by Earle and the motion was unanimously carried. The meeting adjourned 3:44pm ET.**