

# Woodmere Lakes Homeowners Association, Inc.

*A Corporation Not-for-Profit*

## FIRST NOTICE

## DATE OF ANNUAL MEETING

## & ELECTION OF THE BOARD OF DIRECTORS

TO ALL MEMBERS:

On **Wednesday, October 7<sup>th</sup>, 2020, at 6:30 PM, (Sign-in at 6:00 PM)**, to be held Via Zoom video conference with a physical address at 4119 Hemingway Drive, Venice, Florida 34293, the Annual Meeting of the Association will be held for the purpose of electing directors, and such other business as may lawfully be conducted. Subsequent to this "FIRST NOTICE" you will receive a "SECOND NOTICE OF ANNUAL MEETING" that will specify agenda and advise of other important information concerning the Annual Meeting.

The purpose of this Notice is to advise you of the date, time and place of the Annual Meeting and Election and to inform you of the process for qualifying for the Board.

### QUALIFYING FOR THE BOARD

On or before **Saturday, August 29<sup>th</sup>, 2020**, you must give written notice; either by mail or in person, to the Association of your intent to run for the Board, addressed to the Association's mailing address: P. O. Box 18809, Sarasota, Florida 34276. Or emailed to [Brian@sunstatemanagement.com](mailto:Brian@sunstatemanagement.com). The enclosed "Notice of Intent to be a Candidate for the Board" may be used for that purpose. There are two (2) open board positions as Bob Pozzo and Cari McDowell's terms are expiring.

You may submit an Information Sheet, on one side only of a page no larger than 8 ½ inches by 11 inches, containing your qualifications and/or platform for office. This information sheet must be submitted to the Association on or before **Thursday, September 3<sup>rd</sup>, 2020**.

The Information Sheet and ballots will be mailed to voting members, with the Second Notice of the Annual Meeting, not less than **14 days** prior to the date of the Annual Meeting.

### VOTING CERTIFICATE

A voting certificate is being provided to determine who the voting representative will be for your unit, if your unit is owned by more than one person or a corporation. Please note the following information about VOTING CERTIFICATES:

- 1.) A voting certificate is for the purpose of establishing who is authorized to vote for a unit owned by more than one person (except if husband and wife) or a corporation. A voting certificate is not needed if the unit is owned by only one person. You can mail the certificate to the Association's mailing address: P. O. Box 18809, Sarasota, Florida 34276. Or emailed to [Brian@sunstatemanagement.com](mailto:Brian@sunstatemanagement.com)
- 2.) A voting certificate is not a proxy and cannot be used as such. Only an owner or the appropriate corporate officer can be named on a voting certificate, not a third party.
- 3.) A voting certificate must be signed by all of the owners of the unit or the appropriate corporate officer.
- 4.) A voting certificate is enclosed with this notice for your use, if needed
- 5.) The person designated in the voting certificate will receive the Second Notice pertaining to the election of directors and be authorized to cast the ballot for the election.

Dated: August 3<sup>rd</sup>, 2020

**BY ORDER OF THE BOARD OF DIRECTORS**

Brian Rivenbark, CAM

Sunstate Association Management, Inc.

MAILING ADDRESS: SUNSTATE ASSOCIATION MANAGEMENT GROUP, INC., P. O. BOX 18809, SARASOTA, FL.34276