

**SECOND
NOTICE OF ANNUAL MEETING OF
PELICAN LANDING CONDOMINIUM ASSOCIATION OF CHARLOTTE COUNTY, INC.**

TO ALL MEMBERS:

On **Saturday, November 7, 2020, at 9:00 AM, in Pelican Landing Association Clubhouse, 2700 N. Beach Road, Englewood, FL 34223**, the Annual Meeting of the Association will be held for the purpose of conducting the lawful business of the Association. **NOTE:** Based on guidance from the Florida Department of Health and the Centers for Disease Control and Prevention to minimize the spread of the COVID-19 virus, Members are encouraged to attend or observe remotely, by logging in at the following link (Zoom App is Required):

<https://us02web.zoom.us/j/7061144279?pwd=UnhKZFhzQXhtZE9ueXJnemRhZGlxQT09;>

or dialing in to the following number (1-301-715-8592); Meeting ID: 706 114 4279; Passcode: 743949) before the start of the meeting. The agenda for the Annual Meeting is:

1. Call to order by the President.
2. Calling of the roll, certifying of proxies and determination of a quorum; or, in lieu thereof, certification and acceptance of registration procedures establishing the number of persons present in person or by proxy.
3. Proof of notice of the meeting or waiver of notice.
4. Disposal of unapproved minutes.
5. Reports of Officers.
6. Reports of Committees.
7. Unfinished business.
8. New business:
 - (a) Vote to waive statutory financial reporting requirement.
 - (b) Vote regarding transfer of reserve funds.
9. Adjournment.

A **majority** of the voting interests (a “quorum”) must be present, in person or by proxy, at the meeting, in order for the business to be conducted. It is **VERY IMPORTANT** that you either **attend** or **provide a Limited Proxy/Meeting Ballot** in order to conduct business at this Annual Meeting.

Pursuant to Florida law, an election of the directors of this Association is not required, since the number of candidates was less than or equal to the number of vacancies to be filled. Accordingly, the names of the New Board Members will be announced at the Annual Meeting.

VOTING BY LIMITED PROXY/MEETING BALLOT

If you are unable to attend the Annual Meeting and wish to vote by proxy, please note the following information about **PROXIES**:

If you attend the Annual Meeting and wish to vote on items on the agenda, the enclosed Limited Proxy/Meeting Ballot shall act as your Ballot. However, if you are unable to attend the Annual Meeting and wish to vote by proxy, the Limited Proxy/Meeting Ballot will act as your limited proxy. In that regard, please note the following:

1. A **limited proxy** is for the purpose of appointing **another person** to vote for you as you specifically direct (except for non-substantive items) in the event that you might not be able to attend the meeting. It must be signed by the person authorized to cast the vote for the unit.
2. The proxy must be submitted to the Association **prior to the scheduled time of the meeting**. It can be sent via hand-delivery to the Management Office, via mail addressed to the Association's mailing address at: **C/O Sunstate Association Management Group, Inc., P. O. Box 18809, Sarasota FL 34276**, via e-mail to: **edward@sunstatemanagement.com**, or via facsimile to: **941-870-9652**. It is encouraged that the proxy be submitted as long before the meeting as possible, in order to avoid delay in registration.
3. If you appoint a proxy and later decide you will be able to attend the meeting in person, you may **withdraw** your proxy when you register at the meeting.
4. A proxy may be **revoked** in writing or **superseded** by a later proxy to another person. It may also be **assigned** (substituted) by the person designated on the proxy to a third person if the person you designate as proxy decides that he or she will be unable to attend the meeting.
5. A **Limited Proxy/Meeting Ballot** form is enclosed with this notice for your use, if needed.

Again, please be sure to mail in your proxy or attend the Annual Meeting.

Immediately following the Annual Meeting, the organizational meeting of the Board of Directors will be held for the purpose of electing officers of the Association and such other business as may lawfully be conducted.

The agenda for the Board Meeting is as follows:

- a. Certifying quorum – Call to Order.
- b. Proof of Notice of Meeting.
- c. New Business - 1). Elect Officers.
- d. Adjournment.

Dated: October 13, 2020.

BY ORDER OF THE BOARD OF DIRECTORS

William Kissner

William Kissner, Secretary

LIMITED PROXY/MEETING BALLOT

The undersigned, owner(s) or Voting Member of unit No. _____ in **Pelican Landing Condominium of Charlotte County, A Condominium**, appoints (Check one)

- _____ a) **Richard K. Decker, President** of the Association, on behalf of the Board of Directors, or
- _____ b) _____ (if you check b, write in the name of your proxy) as my proxyholder*, with power of substitution, to attend the meeting of the members of **Pelican Landing Condominium Association Of Charlotte County, Inc. to be held Saturday, November 7, 2020 at 9:00 AM, in Pelican Landing Association Clubhouse, 2700 N. Beach Road, Englewood, FL 34223**, and any adjournment/recess thereof. **NOTE:** Based on guidance from the Florida Department of Health and the Centers for Disease Control and Prevention to minimize the spread of the COVID-19 virus, Members are encouraged to attend or observe remotely, by logging in at the following link (Zoom App is Required): <https://us02web.zoom.us/j/7061144279?pwd=UnhKZFhzQXhtZE9ueXJnemRhZGIxQT09;> or dialing in to the following number (1-301-715-8592); Meeting ID: 706 114 4279; Passcode: 743949). In the event I attend the meeting in person, this will act as my meeting ballot. The proxyholder named above has the authority to vote and act for me to the same extent that I would if personally present, with power of substitution, except that my proxyholder’s authority is limited as indicated below:

GENERAL POWERS: By signing this proxy, your proxyholder automatically has general powers to vote on other issues that might come up at the meeting for which a limited proxy is not required. You can choose not to grant such general powers by checking the box below:

_____ I **do not** grant general powers to my proxyholder.

LIMITED POWERS (FOR YOUR VOTE TO BE COUNTED ON THE FOLLOWING ISSUES, YOU MUST INDICATE YOUR PREFERENCE IN THE BLANK(S) PROVIDED BELOW).

I SPECIFICALLY AUTHORIZE AND INSTRUCT MY PROXYHOLDER TO CAST MY VOTE IN REFERENCE TO THE FOLLOWING MATTERS AS INDICATED BELOW:

1. Should the members waive the statutory year-end financial reporting requirement for an audit and permit the Board to present the year-end financial statements in a compiled format for the fiscal year ending **12/31/20**? (The Board recommends voting “Yes” to waive the audited reporting requirement.)

YES NO

2. Do you authorize the Board to take the unused balance of \$90,974 from the Roof Reserve account and transfer \$82,440 to the Deck, Dock & Seawall Reserve and the balance of \$8,534.00 to the Buildings Reserve? (The Board recommends voting “Yes” to this transfer of funds.)

YES NO

Dated: _____, 20_____.

SIGNATURE OF VOTING MEMBER

*Failure to check either (a) or (b), or, if (b) is checked, failure to write in the name of the proxy, is an appointment of the President of the Association as your proxyholder.

DO NOT COMPLETE THIS SECTION. This section is only to be filled in by the proxyholder if they wish to appoint a substitute proxyholder.

SUBSTITUTION OF PROXY

The undersigned, appointed as proxy above, does hereby designate _____ to substitute for me in the proxy set forth above.

Dated: _____, 20____.

PROXYHOLDER

THIS LIMITED PROXY/MEETING BALLOT IS REVOCABLE BY THE UNIT OWNER AND IS VALID ONLY FOR THE MEETING FOR WHICH IT IS GIVEN AND ANY LAWFUL ADJOURNMENT. IN NO EVENT IS THE PROXY VALID FOR MORE THAN NINETY (90) DAYS FROM THE DATE OF THE ORIGINAL MEETING FOR WHICH IT WAS GIVEN.