

FOXWOOD AT PANTHER RIDGE HOMEOWNERS' ASSOCIATION, INC.

FIRST NOTICE OF THE ANNUAL MEMBERSHIP MEETING AND BOARD ELECTION AND PROCEDURE FOR QUALIFYING FOR BOARD

TO ALL MEMBERS

On Tuesday, March 4, 2025, at 5:30 P.M. at E Manatee Fire Rescue Admin Building 3200 Lakewood Ranch Blvd Bradenton FL 34211. The Annual Membership Meeting of the Association will be held for the purpose of electing Directors and such other business as may lawfully be conducted. You will be sent via mail / email the "SECOND NOTICE OF ANNUAL MEETING" which will specify the agenda and 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.

The *Foxwood at Panther Ridge Homeowners Association, Inc.* is run by an Elected Board of Directors and is seeking candidates.

To run for a position on the Board you should apply to the *Foxwood at Panther Ridge Homeowners Association, Inc.* on or before **Monday, February 3, 2025**. You should provide written notice that you desire to run and want to have your name listed as a candidate on the materials included within the Second Notice and listed on the election Ballot of the *Foxwood at Panther Ridge Homeowners Association, Inc.* Annual Membership Meeting. The attached "*Notice of Intent to be a Candidate for the Board*" may be used for that purpose. You should also include a one-sided (8 1/2 x 11 inch) Information Sheet supporting your qualifications for the Board of Directors.

Please note that members may also be nominated from the floor at the Annual Membership Meeting. Members receiving nominations from the floor will not have their name and Information Sheet included within the Second Notice, nor will their name be included on the mailed Ballot.

The Association's mailing address is *Foxwood at Panther Ridge Homeowners Association, Inc.*, c/o Sunstate Association Management Group, Inc., P.O. Box 18809, Sarasota, FL 34276. Or you may email your intent and information sheet if you provide one to nicole@sunstatemanagement.com The Agenda, Candidate Notice of Intent, Information Sheet, Proxy, Ballot, and 2024 Minutes will be mailed to all *Foxwood at Panther Ridge Homeowners Association, Inc.* Property Owners voting members after **Monday, February 3, 2025**.

If you have any questions, please contact Sunstate Association Management Group, Inc. for *Foxwood at Panther Ridge Homeowners Association, Inc.* at 941.870.4920.

BY ORDER OF THE BOARD OF DIRECTORS

*The Board of Directors would like to make this a special meeting of the membership where everyone is asked to participate so that we can welcome new owners and meet some of the long-time residents. Please spread the word to neighbors, as **we need a quorum present or by proxy to conduct the Annual Membership meeting.***

**FOXWOOD AT PANTHER RIDGE
HOMEOWNERS ASSOCIATION, INC.**

**NOTICE OF INTENT TO BE A CANDIDATE
FOR THE BOARD OF DIRECTORS**

I, _____, hereby place my name in nomination as a candidate for the Board of Directors of ***Foxwood at Panther Ridge Homeowners Association, Inc.*** I certify that I have read the Association's Amended and Restated Easements, Covenants and Restrictions for ***Foxwood at Panther Ridge Homeowners Association, Inc.*** and current written policies and will work to uphold such documents and policies to the best of my ability and that I will faithfully discharge my fiduciary responsibility to the association's members.

I am/am not enclosing an Information Sheet (one-sided and no larger than 8 1/2 x 11 inches) about myself. I understand that I am responsible for the accuracy of the information contained in the Information Sheet.

(Please type or print your name beneath your signature).

Date: _____

Signature

Print Name

Address

Sunstate Association Management Group

PO BOX 18809, SARASOTA, FL 34276

Tel: 941.870.4920 / Fax: 941.870.9652 Email: Nicole@sunstatemanagement.com

FOXWOOD HOMEOWNERS' ASSOCIATION, INC.

NOTICE IS HEREBY GIVEN that the 2025 Annual Meeting will be held at the date, time and place posted below:

DATE: Tuesday, March 4, 2025
TIME: 5:30 PM
PLACE: E Manatee Fire Rescue Admin Building
3200 Lakewood Ranch Blvd Bradenton FL 34211

The Annual Membership Meeting of the Association will be held for the purpose of seating the Board of Directors and such other business as lawfully may be conducted. A ballot election is not required, since the number of candidate intents received is equal or less than the number of vacant seats on the Board of Directors. Jack Mandula, Nikki Olarsch and Hannah O'Reilly submitted intents. Thank you for volunteering.

2025 ANNUAL MEETING AGENDA

1. Call the meeting to order and show proof of notice
2. Determination of a quorum of the membership
3. Approval of the 2024 Annual Meeting minutes
4. Officers Reports
5. New Business
 - Announcement of the 2025 Board of Directors
 - Carryover Vote
6. Adjournment

~Immediately following the Annual Membership Meeting and Election of Directors will be the Organizational Meeting to appoint Officers to the Board of Directors~

ORGANIZATIONAL BOARD OF DIRECTORS

1. Call to Order and Establish a Quorum is present
2. Acknowledge Posting of Notice
3. New Business
 - Officer Positions
4. Next Meeting Date / Adjournment

Prepared by:

Nicole Banks / LCAM
Community Association Manager

Enclosures:

- 2024 AGM Minutes and Proxy

FOXWOOD LIMITED PROXY FORM

Directions: Please fill out this limited proxy form and mail it to **Sunstate Association Management Group at P.O. Box 18809, Sarasota, Florida 34276**. You may also email it to nicole@sunstatemanagement.com. Only one homeowner needs to sign. Do not fill out the Substitution of Proxy Holder form. Your proxy holder will need to fill it out if he or she cannot attend the meeting.

LIMITED PROXY FOXWOOD HOMEOWNERS ASSOCIATION, INC.

The undersigned owner of a Foxwood home, who resides at _____ (your address) in Foxwood Homeowners Association, as a member of the Foxwood Homeowners Association, I hereby designates and appoints Mr./Ms. _____ (another Lot/home owner), as my Proxy holder to attend and vote as described herein at the annual meeting of the members of the Foxwood Homeowners Association, Inc., currently scheduled to take place at E Manatee Fire Rescue Admin Building 3200 Lakewood Ranch Blvd Bradenton FL 34211 on **Tuesday, March 4, 2025 at 5:30p.m.** If the proxy holder designation above is left blank I appoint the President of the Association as my proxy holder. The Proxy holder 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. The Proxy holder's authority is limited as indicated below:

LIMITED POWERS: (FOR YOUR VOTE TO BE COUNTED ON THE FOLLOWING ISSUE, YOU MUST INDICATE YOUR PREFERENCE IN THE BLANK(S) PROVIDED BELOW). I SPECIFICALLY AUTHORIZE AND INSTRUCT MY PROXY HOLDER TO CAST MY VOTE IN REFERENCE TO THE FOLLOWING MATTERS AS INDICATED BELOW:

CARRYOVER: Any excess of Membership Income over Membership Expenses for the year ended December 31, 2024, as defined in IRC Sec 277 shall be applied against the subsequent tax year members' assessments (operating or reserve) as provided by IRS Revenue Ruling 70-064. (If not carried forward the excess would be subject to Corporate Income Tax.) The Board recommends you vote YES for the carryover.

YES NO A check in the "YES" box means that you are in favor of the carryover.

Date: _____

Signature of Lot /Homeowner

Print your name here: _____

Print your address here: _____

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Substitution of Proxy Holder

DO NOT FILL OUT – YOUR PROXY HOLD WILL NEED TO FILL OUT IF HE OR SHE CANNOT ATTEND

The undersigned, appointed as proxy holder above, designates _____ to substitute for me in voting the proxy as set forth above.

Signature of proxy holder

Date: _____

THIS PROXY 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 MEETINGS FOR WHICH IT WAS GIVEN.