

Errol by the Sea Condominium Association, Inc.

4501 S. Atlantic Ave.
New Smyrna Beach, FL 32169

First Notice of Annual Meeting
And
Election of Board of Directors of Errol by the Sea Condominium Association, Inc.
And
Procedure for Qualifying for the Board

Date of Notice: October 2, 2020

To All Members:

On Saturday, December 5, 2020 in the Club House of Errol by the Sea Condominium, the Annual Members Meeting will be held for the purpose of electing Directors to the Board and other such business as may be lawfully conducted. Subsequent to this **FIRST NOTICE**, you will receive a **SECOND NOTICE OF ANNUAL MEETING** which will specify the Agenda and will advise you of other important information concerning the Annual Meeting, if any. The purpose of this **NOTICE** is to advise you of the date and place of the Annual Meeting and Election and to inform you of the process for qualifying for the Board of Directors.

QUALIFYING FOR THE BOARD OF DIRECTORS

On or before midnight October 26, 2020 you must give written notice of intent to be a candidate for the Board to the Association either in person or by mail addressed to Errol by the Sea Condominium Association, Inc., 4501 S. Atlantic Ave., New Smyrna Beach, FL 32169. Your information must be submitted on the form enclosed with this NOTICE. A Candidate Information Sheet **MAY** be submitted containing your qualifications and/or your platform for office. The Candidate Information Sheet must be received by the Association on or before midnight October 31, 2020. The information sheet and application will be included in the (SECOND NOTICE) package to be mailed to all Owners, as required by Florida Statute not less than 14 days prior to the Annual Meeting. A person convicted of any felony by any United States court of record and who has not his or her right to vote restored is not eligible for Board membership at a condominium.

VOTING CERTIFICATES

In case you have not submitted one in the past and or would like to make a change; an "Appointment of Voting Representative" is being provided to determine who the voting representative will be for your condominium if your condominium is owned by more than one person or a corporation. Please note the following information about APPOINTMENT OF VOTING REPRESENTATIVE:

- A Voting Certificate is not needed if the condominium is owned by only one person.
- A Voting Certificate is not a Proxy and cannot be used as such
- A Voting Certificate **MUST** be signed by all owners of the condominium or the appropriate corporate officer.
- An Appointment of Voting Representative is enclosed for you use, IF NEEDED.

DATED: October 2, 2020

By Order of the Board of Directors:

Cheryl Fazio, President/Secretary