

HERON ISLES OWNERS ASSOCIATION, INC.

910 South 8th Street, Suite 100, Fernandina Beach FL 32034

Phone: 904-483-2987 / Fax: 904-570-3102

NOTICE OF ANNUAL MEMBERSHIP MEETING & ELECTION

Meeting Date: October 20, 2020

Meeting Time: 6:30 p.m. Sign in to begin at 6:00 p.m.

Location: Due to COVID-19 meeting to be conducted via ZOOM meeting
Space at office is limited to Board Members & Ballot Counters all others are required to attend via Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/89835762825?pwd=KzQ1TTJ0Ty9tNE1tekJLdHI2aEZ5QT09>

Meeting ID: 898 3576 2825

Passcode: 32097

One tap mobile

+13017158592,,89835762825#,,,,,0#,,32097# US (Germantown)

+13126266799,,89835762825#,,,,,0#,,32097# US (Chicago)

Amelia Office Suites

910 South 8th Street,

Conference Room

Fernandina Beach, FL 32034

Notice is hereby given of the Annual Meeting of the Membership to elect three (3) Directors to serve on the Board of Directors for Heron Isles Owners Association Inc. and any business as may be lawfully presented to the membership. All Directors serve on a volunteer basis and without compensation.

A quorum of the Membership **must** be established for Association business to be conducted. Please complete and return your Proxy if you are unable to attend the meeting. The Proxy represents a property owner and helps to obtain a quorum. Please mail in or drop off your ballot to Management office so that it is received by the Secretary of the Association before 8:00 am the day of the ANNUAL MEETING, October 20, 2020.

A pre-addressed, return envelope is enclosed for your convenience as well as instructions on how to submit your vote. The proxy form must be signed by both owners in order to be valid. A quorum at Membership meetings shall consist of 30% of the total voting interest in the Association whether represented in person or by proxy. If you have questions concerning proxies, please contact Dee Belet, Community Manager, at (904) 483-2987 or via email:

dbelet@lelandmanagement.com

The new Board of Directors will hold an organization meeting immediately following the adjournment of the Annual Meeting

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NOTICE OF ANNUAL MEMBERSHIP MEETING & ELECTION

Agenda

Call to order

Proof of meeting notice

Certification of membership quorum

Introduction of Candidates

Election

Reading and disposal of any unapproved Membership Meeting Minutes – 11/29/18

Election results

New Business

 Present Fiscal Year 2021 Budget

 Update Community of new Management Company

Audience Comments

Adjournment

The Board of Directors Organizational Meeting will immediately follow the Annual Membership Meeting.

Enclosures: General Proxy, Proxy Envelope, Ballot & Blue Ballot Envelope, Outer Ballot Envelope

PROXY

Print Name of Each Owner: _____

Print Property Address: _____

I/we, the Owner(s) of the above property, hereby appoint the following individual:

CHECK ONE BOX

_____ The Secretary of the Association;

OR

_____ Insert Name here: _____

to serve as my/our proxy at the **Heron Isles Owners Association, Inc.** Annual Membership Meeting to be held promptly at **6:30 p.m., October 20, 2020** VIA ZOOM MEETING.

(IF AN INDIVIDUAL'S NAME IS NOT INSERTED ON THE LINE ABOVE, THE SECRETARY OF THE ASSOCIATION WILL VOTE THIS PROXY).

GENERAL POWERS

I hereby authorize and instruct my proxy to use his or her best judgment on all procedural matters which properly come before the meeting. This proxy may be used to establish a quorum.

The undersigned ratifies and confirms any and all acts and things that the proxy may do or cause to be done in the premises, whether at the meeting referred to above or at any change, adjournment, or continuation of it, and revokes all prior proxies previously executed. This proxy must be received by the Association no later than the date and time for the meeting.

OWNERS MUST SIGN AND DATE PROXY HERE

DATED: _____

Owner Signature

Print Name: _____

DATED: _____

Owner Signature

Print Name: _____

SUBSTITUTION OF PROXY

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

Date: _____

PROXY HOLDER

(This proxy shall not be valid for a period longer than 90 days after the date of the first meeting for which it was given.)

HERON ISLES OWNERS ASSOCIATION, INC.

Annual Membership Meeting & Election

October 20, 2020, 6:30 PM

BALLOT FOR ELECTION OF DIRECTORS

The following candidates have submitted their names for election as a Director for Heron Isles Owners Association, Inc. Please **vote for no more than three (3) Directors** by placing a check mark in the boxes provided below. Voting for more than three (3) candidates will invalidate your ballot. Please see the letter included with the meeting notice for further instructions on how to cast your ballot.

Names are listed alphabetically. Information sheets provided by candidates were attached in the package.

ONLY ONE PERSON MAY VOTE PER LOT. DO NOT SIGN, OR OTHERWISE IDENTIFY YOUR NAME ON THIS BALLOT. ALL BALLOTS ARE REQUIRED TO BE WRITTEN SECRET BALLOTS.

Please indicate your vote by placing a check mark in the box next to the candidates' names

Vote for no more than Three (3) Directors

Stephanie Lisle

Nicole Reams

Tammy Stewart

Sam Yoh

_____ **(Write In)**

Instructions for Returning Ballot for Directors

1. Place your completed ballot in the Blue "BALLOT" envelope and seal. (**ONLY ONE BALLOT IN THIS ENVELOPE AND DO NOT MAKE ANY MARKS ON THIS ENVELOPE**); and
 2. Place sealed Blue "BALLOT" envelope in the white "Owner Identification Envelope". The exterior of the "Owner Identification Envelope" **MUST HAVE THE PROPERTY ADDRESS AND OWNER SIGNATURE** of the designated voter in the upper left corner.
- and

Mail the Return Envelope back so that it is received by the Secretary of the Association **BEFORE 8:00 am** the day of the ANNUAL Meeting, October 20, 2020

HERON ISLES OWNERS ASSOCIATION, INC.
Board of Directors Candidate Application
(Please Print Legibly)

Name Stephanie Lisle Date 9/12, 2020
Property Address 97543 ALBATROSS DR. Lot # _____
Mailing Address (if different) _____
Phone(s) 300 649 1723 Fax _____
E-mail: Steph. Lisle3@gmail.com

I am interested in volunteering as a Candidate for the Board of Directors.

I understand the decision will be determined through the election process during the annual membership meeting on Tuesday, October 20, 2020

I understand that the Board of Directors has a fiduciary relationship with its members and is responsible for making good decisions for the association.

Directors are responsible but not limited to the following:

- Preserving property values by enforcement of the restrictive covenants
- Works with the Property Management company to select the appropriate contractors to help in maintaining the Association's property
- Establishing community rules and regulations – if not already in the governing documents
- Overseeing the organization's finances (including collecting assessments)
- Maintaining appropriate insurance coverage for common area liability and property damage
- Keeping members informed

The directors will serve a term for one (1) year.

Candidates may provide information below or attach a separate 8 ½ x 11 sheet.

Professional background or previous association experience (not required).

Current HOA president, Former Secretary/Treasurer

also see

Comments: THANK YOU FOR THE CONTINUED OPPORTUNITY TO SERVE OUR COMMUNITY.

**To volunteer as a Board candidate please complete this form and send to:
Cheryl Graham, Community Association Manager by Monday, September 14, 2020.**

Return to: Heron Isles Owners Association, Inc.
910 South 8th Street, Suite 100, Fernandina Beach, FL 32034
Phone: 904-572-4950 / Fax: 904-204-4065
Cgraham@LelandManagement.com

HERON ISLES OWNERS ASSOCIATION, INC.
Board of Directors Candidate Application
(Please Print Legibly)

Name Nicole Reams Date 31 August, 2020
Property Address 96445 Commodore Point Dr Lot # _____
Mailing Address (if different) _____
Phone(s) 904.556.0802 Fax _____
E-mail: nicolereamsealestate@gmail.com

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Current Board Member

Nassau County Top Producing Realtor

Comments: _____

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HERON ISLES OWNERS ASSOCIATION, INC.
Board of Directors Candidate Application *(Please Print Legibly)*

Name Tammy Stewart

Date September 9, 2020

Property Address _85072 Furtherview Ct Yulee, Florida 32097

Lot #

Mailing Address *(if different)*

Phone(s)904-622-7784 _____ Fax _____

E-mail: stewarttammy007@gmail.com

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Property Address _____ Lot # _____
Mailing Address *(if different)* _____
Phone(s) _____ Fax _____
E-mail: _____

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