

TOWNHOMES AT GLENBROOK HOMEOWNERS ASSN, INC.

SECOND NOTICE OF ANNUAL MEETING AND ELECTION OF DIRECTORS

To All TOWNHOMES AT GLENBROOK HOMEOWNERS ASSN, INC. Members,

The ANNUAL MEETING of TOWNHOMES AT GLENBROOK HOA, INC. will be held at the following DATE, TIME, and LOCATION:

- **DATE / TIME:** MONDAY, NOVEMBER 14, 2022, AT 7:00 PM
- **LOCATION:** AMERI-TECH COMMUNITY MANAGEMENT, INC.
24701 US HWY 19 N. SUITE 102,
CLEARWATER, FL 33763

Enclosed with this notice is the 2023 Proposed Budget. Before the commencement of the Annual Meeting of the Association, the Board of Directors shall adopt and approve the 2023 Annual Budget. Also enclosed with this notice is the Agenda for the Annual Meeting and a Proxy which will help establish a quorum and represent your vote on business that may arise.

This year the number of candidates running for the Board does not exceed the number of vacancies that exist on the Board. In accordance with State Statutes, the candidates running for office, by Proclamation, will become the Association's new Board of Directors. Immediately following the Annual Meeting, the Board will meet briefly to elect Officers. **Nominations cannot be taken from the floor.**

Agenda items are as follows:

Budget Meeting Agenda

1. Certify Quorum of the Board & Membership
2. Board Approval of 2023 Annual Budget

Adjournment

Annual Meeting Agenda

1. Call to Order
2. Appoint Chairperson to the Meeting
3. Proof of Notice of the Meeting
4. Certifying of Proxies & Establish Quorum
5. Read or Waive Minutes of Last Members' Meeting & Motion to Approve
6. Candidates Have Read and Agree to Abide by Association Documents
7. Election of Directors
8. Reports of Officers and Committees
9. Unfinished Business
10. New Business
 - a. Open Forum
 - b. Seating of the New Board
11. **Adjournment**

A quorum of Association Members (10%) must be present, in person or by proxy, at the meeting in order for the business of the Association to be conducted. It is, therefore, **VERY IMPORTANT** that you either attend the meeting or provide a proxy, in order for the Association to conduct business.

The Organizational Meeting for the new Board will be held immediately following the Annual Meeting.

**BY ORDER OF THE BOARD OF DIRECTORS
KEITH MACMENOMAY, LCAM
COMMUNITY MANAGER**