

**2023 ANNUAL MEETING OF  
SPANISH ISLES PROPERTY  
OWNERS ASSOCIATION, INC.**

**IMPORTANT DOCUMENTS ENCLOSED!!!!**

**PLEASE READ THE ENCLOSED  
DOCUMENTS CAREFULLY!!!!**

# SPANISH ISLES PROPERTY OWNERS ASSOCIATION, INC.

December 1, 2022

## RE: NOTICE OF ANNUAL MEETING NOTICE OF ORGANIZATIONAL MEETING OF BOARD

Dear Owner:

This letter serves as formal Notice in accordance with the Association's By-Laws that the following two (2) meetings will be held on Monday, January 9, 2023, at 6:00 p.m. by Zoom:

- (i) Annual Meeting of the Association ("Annual Meeting"); and
- (ii) Organizational Meeting of the new Board of Directors.

The owners will be electing nine (9) persons to the Board of Directors for the Association. Nomination for the Board of Directors will be made from the floor at the meeting. A member may nominate him/herself to run for the Board. If there be more candidates than seats available, the Association's meeting will be adjourned, ballots will be mailed to those in attendance at the meeting, and the meeting reconvened approximately 14 days later to count the votes.

A quorum of all owners must be present, in person or by proxy<sup>1</sup>, at the meeting in order for business to be conducted, including the election of Directors. The Association requests that proxies be sent prior to the start of the meeting to [erin@brockpm.com](mailto:erin@brockpm.com) or mailed to

Brock Property Management  
7401 Wiles Road  
Coral Springs, FL 33067

Please note that you will have to pre-register with Zoom for the meeting; when registering, please use your property address in the Association if your mailing address is different.

If you should have any questions regarding these procedures, please contact the Association's property manager, Erin Kent, at 954-753-2675. THANK YOU FOR YOUR ASSISTANCE IN CONDUCTING THE BUSINESS OF THE ASSOCIATION.

Sincerely,

**THE BOARD OF DIRECTORS**

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<sup>1</sup> Be advised that the Association is not supplying proxies. Owners may submit their own proxies in conformance with the requirements in F.S. 720.306(8).

NOTICE OF ANNUAL MEETING of the MEMBERS and  
ORGANIZATIONAL MEETING of the BOARD OF DIRECTORS  
of the SPANISH ISLES PROPERTY  
OWNERS ASSOCIATION, INC. ("Association")

**SHOULD YOU HAVE ANY QUESTIONS REGARDING THIS NOTICE, PLEASE CONTACT THE ASSOCIATION'S PROPERTY MANAGER, ERIN KENT, AT 954-753-2675 OR ERIN@BROCKPM.COM**

NOTICE IS HEREBY GIVEN in accordance with the Association's By-Laws that the **Annual Meeting of the Association** will be held Monday, January 9, 2023, at 6:00 p.m. by Zoom.

**AGENDA FOR ANNUAL MEETING**

- (i) Election of the Chairperson of the Meeting
- (ii) Call to Order and Certification of Proxies
- (iii) Proof of Notice of Meeting
- (iv) Approval of Minutes
- (v) Election of Inspectors of Election
- (vi) Nomination of Board of Directors
- (vii) Election of Board of Directors
- (viii) Reports of Officers
- (ix) Reports of Committees
- (x) Unfinished Business
- (xi) New Business
- (xii) Adjournment

Immediately following the Annual Meeting of the Members, an Organizational Meeting of the new Board of Directors will be convened.

**AGENDA FOR THE BOARD OF DIRECTORS' ORGANIZATIONAL MEETING**

- (i) Calling the Roll
- (ii) Reports of Officers and Committees
- (iii) Election of Officers
- (iv) Adjournment

SPANISH ISLES PROPERTY  
OWNERS ASSOCIATION, INC.  
**THE BOARD OF DIRECTORS**

Dated this 1<sup>st</sup> day of December, 2022.

# **SPANISH ISLES PROPERTY OWNERS ASSOCIATION, INC.**

## **ZOOM ATTENDEE INVITATION FOR THE ANNUAL MEETING**

You are invited to a Zoom webinar.

When: January 9, 2023, at 6:00 PM Eastern Time (US and Canada)

Topic: Annual Meeting

### **Register in Advance for this Zoom Webinar**

<https://us02web.zoom.us/meeting/register/tZEkcuGvqj8oGtNK3gb-EJZfaBFIwj1S6r6x>

Please use your address in the Association when registering if your mailing address is different.

After registering, you will receive a confirmation email containing information about joining the webinar.