

Rookery Bay Maintenance Inc.

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

TO ALL MEMBERS:

On Friday, March 3, 2023, at 10:00 am at the Perico Bay Clubhouse, 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 *Rookery Bay Maintenance 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 *Rookery Bay Maintenance Inc.* on or before **February 1, 2023**. 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 of the *Rookery Bay Maintenance 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.

The Association's mailing address is *Rookery Bay Maintenance Inc. c/o Sunstate Association Management Group, Inc., P.O. Box 18809, Sarasota, FL 34276*. The Candidate Notice of Intent, Information Sheet, Proxy, and Ballot will be mailed to all *Rookery Bay Maintenance Inc.* Property Owners voting members after **February 1, 2023**.

If you have any questions, please contact Nicole Banks, Managing Agent for *Rookery Bay Maintenance Inc.* at 941.870.4920.

BY ORDER OF THE BOARD OF DIRECTORS

Rookery Bay Maintenance 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 *Rookery Bay Maintenance Inc.*

I certify that I have read the Association's Amended and Restated Easements, Covenants and Restrictions for *Rookery Bay Maintenance 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