



# ARGUS Property Management, Inc.

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## **First Notice of Annual Membership Meeting and Board Election**

### ***Oakleaf Homeowner's Association, Inc.***

January 3, 2017

Members of Oakleaf Homeowner's Association, Inc.

The Annual Members' Meeting and Board Election will be held on **Tuesday, January 24, 2017 at 7:00 pm. Sign in will begin at 6:30 p.m.** at **Central Church of Christ, 6221 Proctor Road, Sarasota, FL 34241**. There are three (3) Directors seats that are expiring at the annual meeting, Ron Grobelny, Paul Rostowsky and Brian Truelove. Steve Curtis and Raymond Shovlain have (1) year remaining.

- On or before the date indicated on the enclosed notice, anyone eligible to serve on the Board of Directors and desiring to be a Candidate must give written notice of his/her desire to the Association c/o Argus Property Management, Inc., 2477 Stickney Point Rd. #118A, Sarasota, FL 34231. The enclosed notice must be delivered either by regular mail, personal delivery, certified mail, return receipt requested, facsimile or email to [marge@argusmgmt.com](mailto:marge@argusmgmt.com). It must be received by the date indicated on the notice.
- A Candidate may submit a one-sided 8 ½" by 11" information sheet describing his or her background, education, qualifications and/or platform for office which **will be photocopied exactly as received and cannot be typed in our office.**
- Neither the Board nor the Association is permitted to edit, alter, or otherwise modify the content of the information sheet and, therefore, are not in a position to verify the accuracy of the information contained within the information statements. If personally delivered, Argus Property Management, Inc. will provide a written receipt acknowledging delivery of the written notice and the 8 ½" by 11" information sheet, if included.
- If there will be an election, we will mail a second notice along with a ballot which shall list the names of eligible Candidates for the Board who gave written notice to the Association not less than fourteen (14) days before the scheduled election. Included will be photocopies of any information sheets submitted by the Candidates, a meeting agenda, a Proxy and any other meeting material.
- If there will be an election, complete instructions for that part of the process will be included with the second notice of the Annual Members' Meeting and Board Election. After you receive the second notice, you will be able to vote by mail or you may bring your ballot to the meeting. If you vote by mail, a system has been established, as required by law, to provide for secrecy of your ballot.

**2477 Stickney Point Road Suite 118-A Sarasota, FL 34231**  
**(941) 927-6464 Phone (941) 927-6767 fax**



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- If the number of Candidates is the same or fewer than vacancies on the Board, there will not be an election, but there will still be an Annual Meeting. We will mail a second notice along with a meeting Agenda, a Proxy and any other meeting material. The Candidates who have volunteered will be automatically elected.

BY ORDER OF THE BOARD OF DIRECTORS

Marge Suarez, Managing Agent  
Oakleaf Homeowner's Association, Inc.  
Enclosures



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**FIRST NOTICE  
OF  
DATE OF ANNUAL MEETING  
&  
BOARD ELECTION  
OF  
OAKLEAF HOMEOWNER'S ASSOCIATION, INC.  
&  
NOTICE OF INTENT TO BE A CANDIDATE  
FOR THE BOARD OF DIRECTORS**

In accordance with the By-Laws of the Association, 720.306 of the Florida Statutes and 61B-23.0021 of the Florida Administrative Code, THE ANNUAL MEETING & BOARD ELECTION will be held at the following date, time and place.

**Tuesday, January 24, 2017 at 7:00 p.m.  
Central Church of Christ  
6221 Proctor Road  
Sarasota, FL 34241**

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If you wish to have your name included on the ballot, this form must be completed and received by the Association in accordance with the instructions contained in the enclosed letter **on/or before 4:30 p.m. January 10, 2017**. Candidate information sheet if you choose to provide one on/before 4:30 p.m. January 10, 2017.

I, \_\_\_\_\_ hereby place my name in nomination as a Candidate for the Board of Directors. I understand that if I choose to provide an information sheet I am responsible for the accuracy of any information contained therein.

Unit Number \_\_\_\_\_ Signature \_\_\_\_\_

Date: \_\_\_\_\_

I am not enclosing an information sheet \_\_\_\_\_

I am enclosing information sheet \_\_\_\_\_