

Arbor Grove Condominium Association, Inc.

3001 58th Avenue South
Saint Petersburg, Florida 33712-4600

arborgrovestpete.com



**FIRST NOTICE OF THE ANNUAL MEMBERSHIP MEETING
AND ELECTION OF THE BOARD OF ARBOR GROVE CONDOMINIUM ASSOCIATION, INC., AND
PROCEDURE FOR QUALIFYING FOR THE BOARD**

TO ALL MEMBERS:

The Annual Meeting of the Membership of will be held for the purpose of electing Directors and such other business as may lawfully be conducted. Subsequent to this "FIRST NOTICE" you will receive a "SECOND NOTICE OF THE ANNUAL MEETING", which notice will specify the agenda and any other important information concerning the Annual Membership Meeting.

The purpose of this notice is to advise you of the date, time and place of the Annual Membership Meeting and Election and to inform you of the process for qualifying for the Board.

December 7th, 2024, at 10:00am at ARBOR GROVE CONDOMINIUMS CLUBHOUSE 3001 58th Ave S, St Petersburg, FI 33712

PROCEDURE FOR QUALIFYING FOR THE BOARD

On or before 1:00pm on October 28th, 2024, you must give written notice, either by mail, email or in person to the Association of your desire to run for the Board of Directors. Address your Intent to the Association's mailing address. Arbor Grove Condominiums OFFICE 3001 58th Ave S, St Petersburg, FI 33712.

The attached "NOTICE OF INTENT TO BE A CANDIDATE FOR THE BOARD OF DIRECTORS" may be used for that purpose. All Notices MUST include your signature.

You may submit, with the Notice, an Information Sheet, no larger than 8 ½ inches by 11 inches, one side only, containing your qualifications and/or platform for office. This information sheet must be received by the Association on or before November 1st, 2024 by 1:00 P.M., E.S.T.

The Candidate Information Sheets and ballots will be mailed to voting members at least fourteen (14) days prior to the date of the Annual Meeting.

Also enclosed with this Notice is a Voting Certificate to be completed and returned in the envelope provided. A Voting Certificate serves to designate the person eligible to vote in jointly-owned or corporate owned units. The Condominium Documents requires the use of voting certificates and absent it, owners of jointly-owned or corporate owned units (excluding husbands and wives) will not be able to participate in any voting matters.

This notice was mailed or hand delivered to all owners of record on: October 28th, 2024

BY ORDER OF THE BOARD OF DIRECTORS

Britt Bates, LCAM
Resource Property Management

CONDOMINIUM ASSOCIATION BOARD MEMBER ELIGIBILITY

Florida Statute 718.112(2)(d)(b)(I)

A person who has been suspended or removed by the division under this chapter, or who is delinquent in the payment of any assessment due to the association, is not eligible to be a candidate for board membership and may not be listed on the ballot. For purposes of this paragraph, **a person is delinquent if a payment is not made by the due date as specifically identified in the declaration of condominium, bylaws, or articles of incorporation. If a due date is not specifically identified in the declaration of condominium, bylaws, or articles of incorporation, the due date is the first day of the assessment period.** A person who has been convicted of any felony in this state or in a United States District or Territorial Court, or who has been convicted of any offense in another jurisdiction which would be considered a felony if committed in this state, is not eligible for board membership unless such felon's civil rights have been restored for at least 5 years as of the date such person seeks election to the board. The validity of an action by the board is not affected if it is later determined that a board member is ineligible for board membership due to having been convicted of a felony.

b. A DIRECTOR OF A BOARD OF AN ASSOCIATION OF A RESIDENTIAL CONDOMINIUM SHALL:

(I) Certify in writing to the secretary of the association that he or she has read the association's declaration of condominium, articles of incorporation, bylaws, and current written policies; that he or she will work to uphold such documents and policies to the best of his or her ability; and that he or she will faithfully discharge his or her fiduciary responsibility to the association's members.

(II) Submit to the secretary of the association a certificate of having satisfactorily completed the educational curriculum administered by the division or a division-approved condominium education provider. The educational curriculum must be at least 4 hours long and include instruction on milestone inspections, structural integrity reserve studies, elections, recordkeeping, financial literacy and transparency, levying of fines, and notice and meeting requirements.

Each newly elected or appointed director must submit to the secretary of the association the written certification and educational certificate within 1 year before being elected or appointed or 90 days after the date of election or appointment. A director of an association of a residential condominium who was elected or appointed before July 1, 2024, must comply with the written certification and educational certificate requirements in this sub-subparagraph by June 30, 2025. The written certification and educational certificate is valid for 7 years after the date of issuance and does not have to be resubmitted as long as the director serves on the board without interruption during the 7-year period....**One year after submission of the most recent written certification and educational certificate, and annually thereafter, a director of an association of a residential condominium must submit to the secretary of the association a certificate of having satisfactorily completed at least 1 hour of continuing education administered by the division, or a division-approved condominium education provider, relating to any recent changes to this chapter and the related administrative rules during the past year.**

A director of an association of a residential condominium who fails to timely file the written certification and educational certificate is suspended from service on the board until he or she complies with this sub-subparagraph. The board may temporarily fill the vacancy during the period of suspension. The secretary shall cause the association to retain a director's written certification and educational certificate for inspection by the members for 7 years after a director's election or the duration of the director's uninterrupted tenure, whichever is longer. Failure to have such written certification and educational certificate on file does not affect the validity of any board action.

Arbor Grove Condominium Association, Inc.

3001 58th Avenue South
Saint Petersburg, Florida 33712-4600

arborgrovestpete.com



**NOTICE OF INTENT TO BE A CANDIDATE FOR THE
BOARD OF DIRECTORS
OF ARBOR GROVE CONDOMINIUM ASSOCIATION, INC.**

Please note that your Notice of Intent to be a Candidate for the Board of Directors must be received by Resource Property Management or the Association by no later than October 28th, 2024 by 1:00 PM. In addition, if you wish to provide an Information Sheet to be included in the mailing to the membership with the Second Notice of Annual Meeting, then that information sheet must be received no later than November 1st by 1:00 P.M.

I, _____ hereby place my name in nomination as a candidate for the Board of Directors.

- I have enclosed my Information Sheet.**
(Information sheet is no larger than 8 ½" X 11" and is one sided)
- I have **not** enclosed my Information Sheet and understand that I must have it delivered to the Association no later than 11/1/2024 otherwise the Information Sheet will not be distributed to the Unit Owners.
- I will not be submitting** an Information Sheet to be distributed with the second mailing of the Annual Meeting.

I understand that I am responsible for the accuracy of the information contained in the Information Sheet. Neither the Association nor the Management Company will type, change or alter the Information Sheet in any way. Therefore, please submit it in the manner you wish it to be presented to the Membership.

Signature

Printed Name

Date

**PLEASE REFER TO BOARD MEMBER ELIGIBILITY AND EDUCATION REQUIREMENTS
ENCLOSED**

Arbor Grove Condominium Association, Inc.

3001 58th Avenue South
Saint Petersburg, Florida 33712-4600

arborgrovestpete.com



**VOTING CERTIFICATE
Arbor Grove Condominium Association, Inc.**

We, the undersigned, being all of the owners of Unit _____, do hereby certify that the following named one of us is the authorized voter for the foregoing unit, and shall remain such designated voter until this certificate is revoked by subsequent certificate:

NAME OF AUTHORIZED VOTER _____

DATE THIS FORM COMPLETED _____

Please select the signature category below which describes your form of ownership and sign in the appropriate places:

(a) We are all natural persons who are owners of the above described unit.

Owner

Owner

Owner

Owner

- or -

(b) We are the President or Vice-President, and Secretary or Assistant Secretary of the Corporation named _____ which owns the above described unit.

President/ VP

Secretary/Asst. Secretary

- or -

(c) I am a General Partner of the general or limited partnership named _____ which owns the above described unit.

General Manager

- or -

(d) I am the trustee of the trust named _____ which owns the above described unit.

Trustee