**SECOND NOTICE OF 2022 ANNUAL MEMBERS’ MEETING**

**AND**

**NOTICE OF ORGANIZATIONAL MEETING OF**

**Windsor PLACE AT BERKSHIRE LAKES**

**Condominium Association, Inc.**

**DATE:** **March 9, 2022**

**TIME:** **7:00 PM**

**LOCATION:** **BLMA Clubhouse 495 Belville Blvd, Naples, FL 34014 and Zoom**

 **Join Zoom Meeting**

[**https://us02web.zoom.us/j/86573852032?pwd=N1RxS3AvckYvU3h0cW93K2tvaG5tQT09**](https://us02web.zoom.us/j/86573852032?pwd=N1RxS3AvckYvU3h0cW93K2tvaG5tQT09)

**Meeting ID: 865 7385 2032**

**Passcode: 437917**

# ANNUAL MEMBERS’ MEETING AGENDA

1. **Call to Order.**
2. **Determination of Quorum**
3. **Proof of Notice**
4. **Approval of 2021 Members Meeting Minutes**
5. **Reports of Officers**
6. **Election of Directors**
7. **Unfinished Business**
8. **New Business:**
9. Excess funds rollover (Note: this proposal requires approval by a simple majority of the units present in person or by proxy).
10. Waiver of audit in favor of report of cash receipts and expenditures (Note: this proposal requires approval by a simple majority of the units present in person or by proxy).
11. **Adjournment.**

**ORGANIZATIONAL MEETING OF THE BOARD OF DIRECTORS**

### Immediately following the Annual Meeting, the organizational meeting of the Board of Directors will be held for the purpose of electing Officers of the Association and such other business, as may lawfully be conducted.

**AGENDA**

1. **Call to Order and Certification of a Quorum**
2. **Proof of Notice of Meeting**
3. **Approval of 2021 Organizational Minutes**
4. **New Business:**
5. Election of Officers
6. **Adjournment**

**PROXIES**

More than 33% of all Association Members (39 Owners, minimum) must be present, in person or by proxy, at the Annual Meeting, in order for a quorum to be reached so that business may be conducted. It is therefore VERY IMPORTANT that you submit the enclosed proxy.

A proxy is not valid for a period longer than ninety (90) days after the date of the first meeting for which it is issued. A proxy is revocable at any time at the pleasure of the owner who executes it. A proxy is for the purpose of appointing another person to vote for you as you specifically direct (except for non-substantive items) in the event that you might not be able to attend the meeting. It must be signed by all owners of the unit. If you appoint a proxy and later decide you will be able to attend the meeting in person, you may withdraw your proxy when you register at the meeting.

Please note, you may submit your proxy via the following methods:

1. Via USPS

Windsor Place

C/o Ability Management, Inc.

6736 Lone Oak Blvd

Naples, FL 34109

1. Via fax – (239) 596-1919
2. Via e-mail. Should you utilize this method of submission, please scan the completed proxy form and e-mail it to Lisa@Abilityteam.com

**ELECTION:**

Pursuant to Florida Law, an election of the Directors is not required since the number of persons wishing to run for the Board does not exceed the number of positions to be filled.

The following owners will serve on the Board of Directors for 2022:

Walter Sanford

Ray Sciog

Julio Munoz

Dominic DeFilippo

Wendy Bowling

Respectfully submitted,

Allen R. Bouley, Association Manager

Ability Management, Inc. 2-8-2022