

# Oceanside Terrace Condominium Association, Inc.

c/o Sea Breeze Community Management Services, Inc.

4227 Northlake Boulevard

Palm Beach Gardens, FL. 33410

Phone: (561) 626-0917 Fax: (561) 626-7143

**www.seabreezecms.com**

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January 27, 2020

## **Re: 2<sup>nd</sup> Notice of Annual Meeting & 2019 Year-End Financial Notice**

**Date:** February 11, 2020  
**Time:** 5:30 pm – Registration will be held from 5:00 pm- 5:30 pm  
**Location:** Palm Beach County Fire Rescue 18  
777 North U.S. Highway One  
(Burt Reynolds Park)  
Jupiter, FL. 33477

To All Members:

The Annual Meeting of the Association will be held for the purpose of electing the Board of Directors and to conduct any lawful business of the Association. Since the Association received four Intents to Run, an election will not be held. Your 2020 Board of Directors are **Vicki Biggers, Lev Freyman, Charles McCaskey and Patti Murdoch**. The agenda will be as follows:

1. Call to Order
2. Election of Chairman of the Meeting
3. Calling of the roll and certifying of Proxies
4. Proof of Notice of Meeting or Waiver of Notice
5. Reading and Disposal of any Unapproved Minutes
6. Reports of Officers
7. Reports of Committees
8. Election of Members of the Board of Administration (Not Required)
9. Old Business
10. New Business
11. Adjournment

Immediately following the Annual Meeting will be the Organizational Meeting, the purpose of which is to elect Officer Positions and Bank Signers for 2020. The agenda will be as follows:

1. Call to Order
2. Organization of Officers
3. Appointment of Bank Signers
4. Adjournment

Pursuant to Florida law an election is not required since the number of persons wishing to run for the Board is lesser or equal to the number of vacancies to be filled. If you are unable to attend the meeting, please complete and mail back the enclosed Proxy. If you then decide to attend, you may void your Proxy and vote in person.

Please see the enclosed 2019 Year-End Financial Notice.

Sincerely,  
On behalf of your Board Directors  
Oceanside Terrace Condominium Association, Inc.  
Courtney Peace Hagins, LCAM  
office@seabreezecms.com

Encl: Proxy, #9 Return Envelope and 2019 Year-End Financial Notice

**Oceanside Terrace Condominium Association, Inc.**

**2020 Annual Meeting**

**Proxy**

The undersigned owners, or their voting representative of the property located at \_\_\_\_\_ in **Oceanside Terrace Condominium Association, Inc.** hereby constitute and appoint the President of the Association, his designee, or \_\_\_\_\_

as nominee and proxy and they hereby authorize and instruct their proxy to use his or her best judgment on all matters which properly come before the **Oceanside Terrace Condominium Association, Inc.** Annual Meeting to be held on **February 11, 2020 at 5:30 pm** at the Palm Beach County Fire Rescue 18, 777 North U.S. Highway One, Jupiter, FL. 33477.

This Proxy is for quorum purposes only. The undersigned ratify and confirm all actions that the Proxy may take or cause to be taken in the premises, whether at the meeting referred to above or at any change, adjournment, or continuation of it, and revoke all prior proxies previously executed.

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

Please sign name(s): \_\_\_\_\_

Please Print Name(s): \_\_\_\_\_

Property address and Unit #: \_\_\_\_\_

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**SUBSTITUTION OF PROXY HOLDER**

The undersigned, appointed as Proxy Holder above, designates \_\_\_\_\_ to substitute for me in voting the proxy set forth above.

\_\_\_\_\_  
Signature of PROXY HOLDER (not unit owner)

\_\_\_\_\_  
Date

THIS PROXY IS REVOCABLE BY THE UNIT OWNER AND IS VALID ONLY FOR THE MEETING FOR WHICH IT IS GIVEN AND ANY LAWFUL ADJOURNMENT. IN NO EVENT IS THIS PROXY VALID FOR MORE THAN NINETY (90) DAYS FROM THE DATE OF THE ORIGINAL MEETING FOR WHICH IT WAS GIVEN.

## Year-End Financial Reports

Florida Statute states we must send a copy of your fiscal Year-End Financial reports to all owners or advise that copies are available upon request. Please be aware reports may take a few months to prepare.

To help save you money we will not mail out the reports. If you would like a copy of the financial reports please send your request in writing via e-mail, or mail us a letter stating same. We will send you a copy of the reports once they are available.

E-mail: ***office@seabreezecms.com***