

CRYSTAL BAY CONDOMINIUM ASSOCIATION

SECOND NOTICE OF ANNUAL MEETING AND ELECTION OF DIRECTORS

To All CRYSTAL BAY CONDOMINIUM ASSOCIATION Members,

The ANNUAL MEETING of CRYSTAL BAY CONDOMINIUM ASSOCIATION will be held at the following DATE, TIME, and LOCATION:

- **DATE / TIME:** Monday, January 09, 2023, at 7:00 PM
- **LOCATION:** Grand Atrium
2333 Feather Sound Drive
Clearwater, FL 33762

Enclosed with this notice is the Agenda for the Annual Meeting, and a Proxy which will help establish a quorum and represent your vote on business that may arise. The Annual Meeting of the Association will be held for the purpose of voting on the election of directors as well as conducting such other business as may lawfully be conducted.

This year Five (5) Homeowners have submitted their Intents to be considered as members of the Board of Directors. There are currently only Three (3) positions open on the 2023 Board of Directors. Enclosed are directions for casting your "Ballot" for Three (3) of the candidates which you feel will best serve the Association. Nominations cannot be taken from the floor. Immediately following the Annual Meeting, the Board will meet briefly to elect Officers.

Agenda items are as follows:

1. Call to Order
2. Appoint Chairperson to the Meeting
3. Proof of Notice of the Meeting
4. Certifying of Proxies & Establish Quorum
5. Read or Waive Minutes of Last Members' Meeting & Motion to Approve
6. Candidates Have Read and Agree to Abide by Association Documents
7. Motion to Close Ballot Box
8. Election of Directors
Selection of 2 or 3 Non-Candidate Members to Count Ballots
9. Reports of Officers and Committees
10. Unfinished Business
11. New Business
 1. Open Forum
 2. Election Results
 3. Seating of the New Board
12. **Adjournment**

The Organizational Meeting for the new Board will be held immediately following the Annual Meeting.

BOARD OF DIRECTORS ORGANIZATIONAL MEETING

1. Call to Order
2. Appoint Chairperson of the Meeting
3. Appoint Officer Positions
 - (1) President; (2) Vice President; (3) Treasurer; (4) Secretary
4. **Adjournment**

BY ORDER OF THE BOARD OF DIRECTORS
BEVERLY NEUBECKER, LCAM