

Regency Place Homeowner's Association, Inc.

170 Lady Diana Drive, Davenport, FL 33837

regencyplacehomeowners.com

Ph 863-420-7799

December 30, 2024

«Name»

«Street_Address»

«City»



Please be aware there is no intent to be candidate for the ARC received to date. Please find an updated intent. If you wish to be or know someone to volunteer, please complete the form and return by **January 14, 2025**. Please disregard previous candidate intents for the ARC. Ballots will be mailed out for votes upon receiving a volunteer. Thank you.

Please regard this letter as your 14-day notice for the **January 21, 2025** meeting to be held 6:30 pm at the Polk County Sheriff Department. There will be two meetings - the annual meeting followed immediately by the board organization meeting for determining officers. Homeowners may attend both meetings.

Meeting 1 covers: Annual Meeting

- | | |
|--------------------------------------|----------------------------|
| 1) Verify Quorum of 66 | 7) Volunteer Candidates |
| 2) Call Meeting to Order / Roll Call | 8) Cast Ballots |
| 3) Reading of December 2024 Minutes | 9) Count Ballots & Proxies |
| 4) Treasurer Report | 10) Election Results |
| 5) 2025 Budget Proposed Completion | 11) Adjourn |
| 6) Named Candidates | |

Meeting 2 covers: Board Organization Meeting

- | | |
|-------------------------------|--------------------------------|
| 1) Call Meeting to Order | 3) Announce Officers / Adjourn |
| 2) Officer Determination/Vote | |

The annual election will be held on **January 21, 2025 at 6:30 pm** at the **Polk County Sheriff Department**. The annual meeting must have a quorum of 66 which include the total of voting members of the association attending the meeting plus total number of proxies submitted in order for the election to commence. **Should you need it - for your convenience please find enclosed an additional Proxy for the Board of Directors previously mailed. Only one proxy is to be submitted per property.**

Completed proxies shall be returned to the secretary before the meeting by **Jan 21, 2024 at 5:30 pm** by:

- placing the completed proxy in the HOA mail box by hand delivery or mail
- submit your proxy by email to the secretary at sheri@regencyplacehomeowners.com
- instead you may vote by ballot at the meeting

You may give your completed proxy to the person you name to deliver your proxy to the meeting **OR** you may also vote in person at the annual meeting at the Polk County Sheriff Department, **With any vote – only one owner from the property deed per lot may cast a vote for all owners of their lot.**

If you cannot attend annual meeting, please kindly submit board proxies with one of the options above to ensure your vote counts and ensure a quorum is met as covenants require a HOA board for each year.

Please return the completed ARC Ballot with your vote with the above options as it will be tallied at the annual meeting and announced.

Directions to Polk County Sheriff Department:

- Leave Regency Place, turn right (east), proceed to Hwy 27 and turn left onto Hwy 27 (north).
- On Hwy 27 proceed north 2 ½ miles to Cracker Barrel located on right hand side of road and then turn right (east) on Dunson Road (traffic light immediately past Cracker Barrel).
- Proceed east on Dunson Road for 7/10 miles. Polk County Sheriff Department will be on the left.