

**THURSTON GROVES HOA INC.
ANNUAL AND BUDGET MEETING NOTICE AND ELECTION OF DIRECTORS**

To ALL THURSTON GROVES HOA INC. Members,

- The ANNUAL MEETING of THURSTON GROVES HOA INC. will be held at the following DATE, TIME and LOCATION:
- **DATE / TIME: MONDAY, DECEMBER 3, 2018 AT 6:30 PM**
- **LOCATION: THE SEMINOLE RECREATION CENTER
9100 113TH STREET
SEMINOLE, FL 33772**

Enclosed with this notice is the 2019 Proposed Budget. Before the commencement of the Annual Meeting of the Association, the Board of Directors shall adopt and approve the 2019 Annual Budget. Also 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 and conducting such other business as may lawfully be conducted. Nominations for Directors can be self-nominated or can be taken from the floor. Any homeowner or other eligible person may nominate any other homeowner or eligible person, if written permission has been given from the person being nominated.

Agenda items are as follows:

Budget Meeting Agenda

1. Certify Quorum of the Board and Membership
2. Board Approval of 2019 Annual Budget
3. **Adjournment**

Annual Meeting Agenda

1. Call to Order
2. Proof of Notice of the Meeting
3. Certifying of Proxies & Establish Quorum
4. Read or Waive Minutes of Last Members' Meeting
5. Election of New Directors
 - Call for Candidate Nominations from the Floor
 - Introduction of Candidates
 - Close of Nominations
 - Appointment of Persons to Assist in Counting Ballots
 - Casting of Ballot
6. New Business
 - Announcement & Seating of New Board
7. **Adjournment**

A quorum of Association Members must be present, in person or by proxy, at the meeting in order for the business of the Association to be conducted. It is therefore VERY IMPORTANT that you either attend the meeting or provide a proxy, in order for the Association to conduct business.

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

Mailed: NOVEMBER 7, 2018

**BY ORDER OF THE BOARD OF DIRECTORS
DAVID FEDASH, LCAM**

AMERI-TECH COMMUNITY MANAGEMENT, INC.

24701 US Highway 19 N. Suite 102, Clearwater, FL 33763 (727) 726-8000 24hrs (727) 723-1101 Fax
(Check out our website for the latest updates @ www.ameritechcompanies.com)

**THURSTON GROVES HOA INC.
BOARD OF DIRECTORS
ORGANIZATIONAL MEETING**

NOTICE is hereby given that the Board of Directors is holding a meeting at the following DATE, TIME and LOCATION:

- **DATE / TIME: MONDAY, DECEMBER 3, 2018**
Immediately following the 6:30 PM Annual Membership Meeting

- **LOCATION: THE SEMINOLE RECREATION CENTER**
9100 113TH STREET
SEMINOLE, FL 33772

Agenda

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**

ALL OWNERS ARE WELCOME TO ATTEND

Mailed: NOVEMBER 7, 2018

**BY ORDER OF THE BOARD OF DIRECTORS
DAVID FEDASH, LCAM**

**“NOTICE OF INTENT TO BE A CANDIDATE
FOR THE BOARD OF DIRECTORS”
THURSTON GROVES HOA INC.**

I, (print name) _____, hereby place my name

in nomination as a candidate for the Board of Directors. I (circle one) **am/am not** enclosing an
information sheet about myself.

I understand that I am responsible for the accuracy of the information contained in the
Information Sheet.

DATE: _____ SIGNATURE: _____

Unit Number: _____

Address: _____

City/State: _____

Telephone: _____

I have read, understand, and agree to abide by the Association Documents.

_____ **(INITIAL)**

Anyone interested in running as a candidate, including those currently serving, may fill out this Intent to Be a Candidate form and mail it to Ameri-Tech Community Management, Inc. prior to the meeting. However, nominations for the Board may also be taken from the floor the night of the meeting. Immediately following the Annual Meeting, the Board will meet briefly to elect officers.

RETURN TO: THURSTON GROVES HOA INC.
AMERI-TECH COMMUNITY MANAGEMENT, INC.
24701 US HIGHWAY 19 NORTH, SUITE 102
CLEARWATER, FL 33763

PROXY WILL ALSO BE USED TO ESTABLISH A QUORUM

THURSTON GROVES HOA INC.
PROXY

The undersigned owner(s) or designated vote of Unit/ Address _____

_____ in THURSTON GROVES HOA INC. hereby appoints the **Secretary** of the Association or _____ as my proxy-holder to **ATTEND** the Annual Membership Meeting of THURSTON GROVES HOA INC. to be held on **MONDAY, DECEMBER 3, 2018 AT 6:30 PM at THE SEMINOLE RECREATION CENTER 9100 113TH STREET, SEMINOLE, FL 33772**

The proxy- holder named above has the authority to vote and act for me to the same extent that I would, if personally present, with power of substitution, including the establishment of a quorum, in all matters before the membership, except that my proxy holder's authority is limited as indicated below:

_____ GENERAL POWERS: I authorize and instruct my proxy holder to use his or her best judgement on all other matters which properly come before the meeting and for which a general proxy may be used.

Signature of Owner or Designated Voter:

Signature of Co-Owner

Date:

Print Name:

Print Name:

Date:

SUBSTITUTION OF PROXY HOLDER

The undersigned, appointed as proxy holder above, designates _____

To substitute for me in voting the proxy set forth above. (Print Name)

Dated: _____

(Signature of Proxy-holder)

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 the proxy valid for more than ninety (90) days from the date of the original meeting for which it was given.

VOTING BY PROXY

If you are unable to attend the Membership Meeting and wish to vote on all issues/items by proxy, please note the following information about proxies:

1. A proxy may be used for the purpose of establishing a quorum, and for appointing another person to vote for you in the event that you might not be able to attend the meeting.
2. The proxy must be signed by the owner or voting representative of the unit to be valid.
3. By selecting "General Powers" on the Proxy, you authorize and instruct your proxy holder to use his/her best judgement on all matters which properly come before the meeting and for which a general power may be used.
4. The proxy should be submitted to the Association prior to the scheduled time of the meeting. **The proxy can be submitted by faxing to 727-723-1101 or mailing the proxy to Ameri-Tech Community Management, Inc., 24701 US Hwy 19 N, Suite 102 Clearwater, FL 33763.** You may also bring the proxy with you the night of the meeting. It is encouraged that you submit your proxy in advance of the meeting in order to avoid delay in registration.
5. 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.
6. A proxy may be revoked in writing or superseded by a later proxy to another person. It may be assigned (substituted) by the person designated on the proxy to a third person, if the person you designate as a proxy decides that he or she will be unable to attend the meeting.

The Association will incur additional administrative costs if the meeting is rescheduled due to failing to achieve a quorum

THURSTON GROVES HOA
Units 86
JANUARY 1, 2019- DECEMBER 31, 2019 PROPOSED BUDGET

ACCT	REVENUE	2018 ANNUAL	2019 PROPOSED ANNUAL	2019 PROPOSED MONTHLY AMOUNT
4010	Unit Maintenance Fees	\$90,300	\$90,300	\$7,525
	TOTAL REVENUE	\$90,300	\$90,300	\$7,525
	OPERATING EXPENSES			
5010	General Admin	\$1,500	\$1,500	\$125
5020	Storage	\$75	\$270	\$23
5610	Corporate Annual Report	\$80	\$80	\$7
5800	Management Fees	\$9,000	\$9,000	\$750
5900	Legal/Professional	\$500	\$1,000	\$83
5910	Accounting & Tax Preparation	\$325	\$325	\$27
5300	Insurance/GL/D&O/Crime	\$5,028	\$5,028	\$419
5300	Insurance Workers Comp	\$767	\$767	\$64
5400	Grounds Maintenance	\$19,734	\$20,300	\$1,692
5410	Grounds Miscellaneous	\$2,208	\$2,000	\$167
5420	Trees/Landscape Improvements	\$8,099	\$5,000	\$417
5450	Irrigation System repair and maintenance	\$1,000	\$1,000	\$83
6100	General Repairs and Maintenance	\$2,000	\$5,500	\$458
6110	Lighting/Electrical Repairs	\$800	\$800	\$67
6180	Lake Maintenance	\$2,448	\$2,500	\$208
7000	Electric Common Areas	\$4,800	\$4,000	\$333
7001	Electric / Street Lights	\$29,000	\$30,000	\$2,500
7002	Holiday Lighting/Storage	\$1,000	\$1,000	\$83
8000	Operating Contingency	\$1,936	\$230	\$19
	TOTAL OPERATING EXPENSES	\$90,300	\$90,300	\$7,525

YOUR ANNUAL FEES WILL REMAIN THE SAME FOR 2019 AT \$1050.00 PER YEAR