

**Steeplechase of Naples Condominium Association, Inc.**  
**C/o Guardian Property Management**  
**6704 Lone Oak Blvd.**  
**Naples, Florida 34109**  
**Telephone: (239) 514-7432 / Fax: (239) 514-7759**

**2<sup>ND</sup> NOTICE**  
**OF ANNUAL MEETING**

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TO ALL MEMBERS:

Notice is hereby given that The Annual Meeting of the general membership of Steeplechase of Naples Condominium Association, Inc. will be held on, **February 25, 2020 at 7:00 PM** at the Steeplechase Clubhouse. The purpose of the meeting will include any business as may lawfully be conducted. An identification of agenda items is as follows:

1. Call of the Roll and Certifying of Proxies
2. Certifying of Quorum
3. Proof of Notice of Meeting
4. Reading or Waiver of Reading of Minutes for Previous Meeting of Members
5. Election of Directors (not necessary)
6. Unfinished Business
7. New Business
  - a. Vote results for proxy on rollover of current year excess fund
  - b. Vote to waive of legal financial requirements
  - c. Any other business to come before the Board
8. Adjournment

**NOTE:** If a majority of the Directors so elect, an organization meeting of the Board of Directors will be held immediately upon the adjournment of the Annual Meeting for the purpose of electing officers and such other business as may lawfully be conducted. The Directors present at the Annual Meeting may decide to defer the organizational meeting to a later time, in which case notice will be given through further posting.

A certain percentage of all Association Members (a "quorum") must be present, in person or by proxy, at the meeting, in order for the business to be conducted. No quorum is necessary for the election of Directors. It is therefore **VERY IMPORTANT** that you either **attend** or **provide a proxy** in order to conduct business other than the election of Directors. A proxy is enclosed for your use.

Pursuant to Florida law, an election of the Directors of this Association is not required, since the number of persons wishing to run for the Board is less than or equal to the number of vacancies to be filled. The member who sent in their intent form is Antonia Rosenbaum.

**Dated and Mailed: January 26, 2020**

**-STEEPLECHASE OF NAPLES CONDOMINIUM ASSOCIATION, INC.**

**LIMITED PROXY**

The undersigned owner(s), or their voting Representatives, of Condominium unit (street address) \_\_\_\_\_ unit # \_\_\_\_\_ in The Steeplechase of Naples Condominium Association, Inc. hereby appoints (check one):

\_\_\_\_\_ (A) \_\_\_\_\_ President of the Association, on behalf of the Board of Directors, or

\_\_\_\_\_ (B) \_\_\_\_\_ (If you check B, write the name of your proxy)

as my Proxy holder to attend the meeting of the members of The Steeplechase of Naples Condominium Association, Inc. to be held on **February 25, 2020 at 7:00 PM at the Steeplechase Clubhouse**. 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.

General Powers: (You may choose to grant general powers, limited powers or both. Check the blank immediately below this paragraph if you want your proxyholder to have general powers to vote on any issues which might come up at the meeting, for which a limited proxy is required.)

\_\_\_\_\_ I hereby authorize and instruct my Proxy to use his or her best judgement on all other matters which properly come before the meeting and for which a general power may be used.

Limited Powers: For your vote to be counted on the following issues, you must indicate your preferences in the blanks provided below:

I specifically authorize and instruct my proxyholder to cast my vote in reference to the following matter as indicated below:

1. Should any funds in excess of the amount used for the operation of the Association this fiscal year be applied to the next fiscal year's operating expense? (A yes vote will make any such funds non-taxable by the IRS under Revenue Ruling 70-604, which is recommended by the Board of Directors).

\_\_\_\_\_ IN FAVOR OF ROLLOVER \_\_\_\_\_ OPPOSED TO ROLLOVER

2. Vote to waive the legal financial requirements of a CPA "Audit, Review or Compilation based on your budget for the fiscal year ending December 31, 2020" and instead have a Cash Receipt and Expenditure Statement (according to Florida Statutes, associations are allowed to waive the required legal financial requirements.) The Board of Directors recommends you vote in favor to waive the requirement.

\_\_\_\_\_ IN FAVOR \_\_\_\_\_ OPPOSED

Dated: \_\_\_\_\_ Signed: \_\_\_\_\_

Unit Owner PRINTED Name: \_\_\_\_\_

Signed: \_\_\_\_\_

Unit Owner PRINTED Name: \_\_\_\_\_

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**DO NOT USE BELOW THIS LINE EXCEPT FOR SUBSTITUTION**

The undersigned, appointed as Proxy above, does hereby designate \_\_\_\_\_ to substitute for me in the Proxy set forth above.

Dated: \_\_\_\_\_ Signed: \_\_\_\_\_

Proxy PRINTED Name: \_\_\_\_\_

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

**\*If you do not check off (A) or you do not insert the name of your proxy holder in (B), then you will be deemed to have selected the designated Association officer/agent to be your proxy holder.**

# Instructions for Submitting Your Proxy

If you are unable to attend the Annual Meeting and wish to submit your proxy for the purpose of establishing the "quorum", please note the following information about PROXIES:

1. 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 or the designated voter.
2. The proxy should be submitted to the Association secretary prior to the scheduled time of the meeting. It can be mailed to the Association or hand delivered, either by you or your proxy. It is encouraged that the proxy be submitted as long before the meeting as possible, in order to avoid delay in registration.
3. 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.
4. A proxy may be revoked in writing or superseded by a later proxy to another person. It may also be assigned (substituted) by the person designated on the proxy to a third person you designate as proxy decides that he or she will be unable to attend the meeting.
5.  A proxy form is enclosed with this notice for your use. Please sign and mail in the pink envelope provided. Please make sure that you vote for the items listed on your proxy. If you do not vote and leave it blank the vote is not counted and the proxy is only used to qualify for a quorum.

**\*Again, please be sure to mail in your proxy (in separate envelope provided) or attend the Annual Meeting. You may also Fax your proxy to 239-514-7759. DO NOT PUT CHECKS OF ANY KIND IN Proxy Envelope.**

## How to fill out your proxy

### LIMITED PROXY

The undersigned owner(s), or their writing Representative(s), of unit (street address) \_\_\_\_\_ in (Association's Name), hereby appoints (check one):

(A) President of the Association, on behalf of the Board of Directors, or

(B) \_\_\_\_\_ (If you check B, write the name of your proxy)

As my proxy holder to attend the meeting of the members of (name of Association), to be held on (date/ time/ location). 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.

**Special Powers:** (You may choose to grant general powers, limited powers or both. Check the blank immediately below this paragraph if you want your proxy holder to have general powers to vote on any issues which might come up at the meeting, for which a limited proxy is required.)

I hereby authorize and instruct my Proxy to use his or her best judgment on all other matters which properly come before the meeting and for which a general power may be used.

**LIMITED POWERS:** (For your vote to be counted on the following issues, you must indicate your preferences in the blanks provided below:

I specifically authorize and instruct my proxyholder to cast my vote in reference to the following matter as indicated below:

1. Should any funds in excess of the amount used for the operation of the Condominiums in this fiscal year's operating expenses? (A yes vote will make any such funds non-taxable by the IRS under Revenue Ruling 70-604, which is recommended by the Board of Directors).

\_\_\_\_\_ IN FAVOR \_\_\_\_\_ OPPOSED

2. Vote to waive legal requirements to have a CPA "Compilation" financial statement ending for the fiscal year ending December 31, 2018 and instead have a Cash Receipt and Expenditure Statement (according to Florida Statute 718.111 (3)) F.S. associations are allowed to waive required financial statement.) The Board of Directors recommends you to vote in favor to waive the Compilation.

\_\_\_\_\_ Yes to Waive Compilation \_\_\_\_\_ No do not waive

Signed: \_\_\_\_\_

Unit owner PRINTED Name: \_\_\_\_\_

Signed: \_\_\_\_\_

Unit Owner PRINTED Name: \_\_\_\_\_

DO NOT USE BELOW THIS LINE EXCEPT FOR SUBSTITUTION

The undersigned, appointed as Proxy above, does hereby designate \_\_\_\_\_ to substitute for me in the Proxy set forth above.

Dated: \_\_\_\_\_ Signed: \_\_\_\_\_

Proxy PRINTED Name: \_\_\_\_\_

This proxy is revocable by the unit owner and is valid only for the meeting for which it is given and any lawful

Name of Association

PROXY

