# COLONIAL LINK VILLAS AT HERITAGE GREENS ASSOCIATION, INC.

## NOTICE OF ANNUAL MEETING

Dated this 16<sup>th</sup> day of January, 2014

NOTICE IS HEREBY GIVEN, in accordance with the By-Laws of the Association and Florida's Homeowners' Act, that the Annual Meeting of members will be held at the following date, time and place:

DATE:

February 17, 2014

TIME:

5:00 P.M.

PLACE:

Heritage Greens Community Center

2215 Heritage Green Drive

Naples, FL 34119

#### **AGENDA**

1. Calling of Roll and Certifying of Proxies

2. Proof of Notice of Meeting or Waiver of Notice

3. Reading and Disposal of Last Year's Annual Minutes

Reports of Officers

5. Reports of Committees

6. Old Business

7. New Business

A. Vote to Rollover the 2013 Surplus Funds

8. Adjournment

**NOTE:** Frances Carlin, Jr. and Richard Jacobs have submitted their names for two of the three (3) vacant seats. The Board will appoint the remaining seat at a later date. Immediately following the Annual Meeting, an Organizational Meeting of the Board of Directors will be held to elect officers.

### AGENDA

- 1. Call to Order
- 2. New Business
  - A. Appointment of Directors
  - B. Elect Officers
  - C. Designate Authorized Check Signers and Sign Bank Resolution Forms
  - D. Determination of Year End Financial Distribution
  - E. Assignment of Registered Agent
  - F. Assignment of Attorney
  - G. Distribution of Board of Directors Responsibility Form
  - H. Designation of Board Member to Interact with Management Company
  - I. Discussion and approval to shred association archives prior to 2006
- 3. Adjournment

# COLONIAL LINKS VILLAS LIMITED PROXY ANNUAL UNIT OWNERS' MEETING, FEBRUARY 17, 2014

carried over and applied to the assessments for the next fiscal year budget? (The Board recommends a YES vote, to avoid taxation on any surplus).  YES	representation	L PERSONS BY THESE PRESENTS, that the und ative, of unit # in the Colonial Links Villas n hereby constitutes and appoints the President of the payor.	at Heritage Greens Homeowners' Association, his or her designees, or	
XXXI hereby authorize and instruct my proxy to use his or her best judgement on all matters which properly come before the meeting as may be authorized by Section 720 of the Florida Statutes  LIMITED POWERS: XXX I hereby specifically authorize and instruct my proxy to cast my vote in reference to the following matters as indicated below:  1. Should the surplus of membership income, if any, after expenses for the fiscal year 2013 be carried over and applied to the assessments for the next fiscal year budget? (The Board recommends a YES vote, to avoid taxation on any surplus).  YES	place, and st BE HELD Of and any ad	stead of the undersigned, to vote as proxy at the ANNU ON FEBRUARY 17, 2014 AT 5:00 P.M., AT HERITAGE adjournment thereof, according to the number of vote	AL UNIT OWNERS' MEETING, TO EGREENS COMMUNITY CENTER es that the undersigned would be	
which properly come before the meeting as may be authorized by Section 720 of the Florida Statutes  LIMITED POWERS: XXX I hereby specifically authorize and instruct my proxy to cast my vote in reference to the following matters as indicated below:  1. Should the surplus of membership income, if any, after expenses for the fiscal year 2013 be carried over and applied to the assessments for the next fiscal year budget? (The Board recommends a YES vote, to avoid taxation on any surplus).  YES NO  The undersigned ratify and confirm any and all acts and things that the proxy may do or cause to be done 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.  Signature  Print Name Unit # Dated to substitute for me in the proxy set forth above.	GENERAL F	POWERS:		
	XXX	which properly come before the meeting as may be	r her best judgement on all matters e authorized by Section 720 of the	
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SUBSTITUTION OF PROXY  The undersigned, appointed as proxy above, does hereby designate	Signature _		,	
SUBSTITUTION OF PROXY  The undersigned, appointed as proxy above, does hereby designate to substitute for me in the proxy set forth above.	Print Name	e Unit #	Dated	
The undersigned, appointed as proxy above, does hereby designate to substitute for me in the proxy set forth above.				
for me in the proxy set forth above.				
	for me in the proxy set forth above. to substitute			
Date: Proxy:	Date:	Proxy:		

YOU MAY FAX THIS PROXY TO RESORT MANAGEMENT AT (239) 403-1061

\*\*IN NO EVENT SHALL THIS PROXY BE VALID FOR A PERIOD LONGER THAN 90 DAYS AFTER THE DATE OF THE FIRST MEETING FOR WHICH IT WAS GIVEN\*\*