



**KINGSLEY CREEK HOMEOWNERS' ASSOCIATION, INC.
SECOND NOTICE OF ANNUAL MEMBERS' MEETING AND
BOARD OF DIRECTORS' MEETING**

February 7, 2024

Dear Kingsley Creek Homeowner,

Pursuant to Article V and XI of the By-Laws of Kingsley Creek Homeowners Association, Inc, the Kingsley Creek Homeowners Association will be holding its Annual Members Meeting and Election of the Board. Kingsley Creek has three (3) vacancies and only three (3) homeowners submitted their intent to run. There will be no election. A membership meeting will still be conducted. **Please note there is a location change from the First Notice of Annual Members Meeting due to capacity limitation.**

The meeting date, time & location will be as follows:

Date: Wednesday, February 21, 2024
Time: 6:30 PM ET

Location: Peck Center Auditorium
516 S 10th St
Fernandina Beach, FL 32034

Meeting Agenda

1. Call to order - Establish a Quorum
2. Proof of Notice
3. Approval of any unapproved minutes
4. Election: Announcement of Directors
5. Adjournment

Board of Directors Organization Meeting
Wednesday, February 21, 2024
(Immediately following the Annual Meeting)

1. Call Meeting to Order
2. Elect Officers of the Board
3. Set date and time for the next meeting.
4. Adjournment

NOTICE GIVEN BY Terrance D. Burns Sr. ON BEHALF OF THE BOARD OF DIRECTORS



Dear Kingsley Creek Homeowner:

There are three (3) vacancies for the Board of Directors and three (3) homeowners submitted their names for candidacy which were Keven Martin, Eli Sioushansian and Jonathan Schroeder. The 2024/2025 Board will be Kevin Martin, Eli Sioushansian and Jonathan Schroeder. The Board of Directors will hold an Organizational Meeting, immediately following the Annual Members Meeting, to elect amongst themselves the 2024/25 President, Secretary and Treasurer. Enclosed is the documents needed for the Annual Members Meeting scheduled for Wednesday, February 21, 2024, at 6:30 p.m. at the Peck Center Auditorium, 516 S 10th St., Fernandina Beach, FL 32034.

1. Second notice of the Member meeting and Agenda.
2. Proxy

Kingsley Creek Homeowner's Association
c/o Evergreen Lifestyle Management
10301 Deerwood Park Blvd, Suite 3200
Jacksonville, FL 32256

PROXY INFORMATION:

It is imperative that every homeowner not in attendance returns their signed proxy (attached) by Tuesday, February 20, 2024. The proxy will be used to establish a quorum, **not to vote**, for any board member.

Should you have any questions, please don't hesitate to contact me at the email provided below.

Sincerely,

T. D. Burns Sr

Terrance D. Burns Sr, LCAM
Community Association Manager, Kingsley Creek HOA
tburns@Evergreen-lm.com



Kingsley Creek Homeowners Association, Inc.

PROXY

The undersigned Owner/s of (address) _____ in Kingsley Creek Homeowners Association, hereby appoint (check one):

_____ (a) the Secretary of the Association, on behalf of the Board of Directors; or
_____ (b) _____ (if you check (b), write in the name of your proxy)

As my/our proxyholder to attend the meeting of the members of the Kingsley Creek Homeowners Association to be held on:

Date: Wednesday, February 21, 2024
Time: 6:30 PM ET

Location: Peck Center Auditorium
516 S 10th St
Fernandina Beach, FL 32034

FOR YOUR ATTENDANCE TO BE COUNTED AT THE ANNUAL MEMBERS MEETING, YOU MUST SIGN, DATE AND RETURN THIS DOCUMENT.

The proxyholder is merely the person who delivers the proxy to the meeting.

PLEASE SIGN AND DATE THE PROXY IN THE SPACE PROVIDED BELOW
(Signatures of Owner(s) or Designated Voter)

Sign: _____ Sign: _____
Print: _____ Print: _____
Date: _____ Date: _____

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.

*Failure to check either (a) or (b) above, or failure to write in the name of your proxy, shall be deemed an appointment of the Association director/officer listed above as your proxyholder