



**UNIVERSITY PLACE NEIGHBORHOOD ASSOCIATION, INC.
FIRST NOTICE OF
THE ANNUAL MEMBERSHIP MEETING
AND BOARD ELECTION
AND PROCEDURE FOR QUALIFYING FOR BOARD**

TO ALL MEMBERS:

On Thursday, December 10, 2020 at 6:00 pm, via Zoom; in person TBD. The Annual Membership Meeting of the Association will be held for the purpose of electing Directors, and such other business as may lawfully be conducted. You will be sent via mail / email the "SECOND NOTICE OF ANNUAL MEETING" which will specify the agenda and other important information concerning the Annual Meeting.

The purpose of this Notice is to advise you of the date, time and place of the Annual Meeting and Election, and to inform you of the process for qualifying for the Board.

The *University Place Neighborhood Association, Inc.* is run by an Elected Board of Directors, and is seeking candidates.

To run for a position on the Board, you should apply to the *University Place Neighborhood Association, Inc.* on or before **November 6, 2020**. You should provide written notice that you desire to run and want to have your name listed as a candidate on the materials included within the Second Notice of the *University Place Neighborhood Association, Inc.* Annual Membership Meeting. The attached "*Notice of Intent to be a Candidate for the Board*" may be used for that purpose. You should also include a one-sided (8 1/2 x 11 inch) Information Sheet supporting your qualifications for the Board of Directors. Please mail your intent to University Place Neighborhood Association, Inc., c/o Sunstate Association Management Group, Inc., P.O. Box 18809, Sarasota, FL 34276. Or email uphoa@sunstatemanagement.com Please note that members will not be nominated from the floor at the Annual Membership Meeting.

The Association's mailing address is *UNIVERSITY PLACE NEIGHBORHOOD ASSOCIATION, INC.* , c/o Sunstate Association Management Group, Inc., P.O. Box 18809, Sarasota, FL 34276. The Candidate Notice of Intent, Information Sheet, Proxy and Ballot will be mailed to all *University Place Neighborhood Association, Inc.* Property Owners voting members by November 10, 2020.

If you have any questions, please contact Nicole Banks, Managing Agent for *University Place Neighborhood Association, Inc.* at 941.870.4920.

BY ORDER OF THE BOARD OF DIRECTORS



UNIVERSITY PLACE NEIGHBORHOOD ASSOCIATION, INC.

**NOTICE OF INTENT TO BE A CANDIDATE
FOR THE BOARD OF DIRECTORS**

I, _____, hereby place my name in nomination as a candidate for the Board of Directors of ***University Place Neighborhood Association, Inc.*** I certify that I have read the Association's Amended and Restated Easements, Covenants and Restrictions for *University Place Neighborhood Association, Inc.* and current written policies and will work to uphold such documents and policies to the best of my ability and that I will faithfully discharge my fiduciary responsibility to the association's members.

I am/am not enclosing an Information Sheet (one-sided and no larger than 8 1/2 x 11 inches) about myself. I understand that I am responsible for the accuracy of the information contained in the Information Sheet.

(Please type or print your name beneath your signature).

Date: _____

Signature

Print Name

Address