

RIVERGATE AT PALM COAST HOMEOWNERS ASSOCIATION, INC

Vesta Property Services, Inc.
411 S Central Ave, Ste B.
Flagler Beach, FL 32136
386.439.0134 office ~ 386.200.4305 fax
nisheyka@vestapropertyservices.com

FIRST NOTICE OF ANNUAL MEETING OF MEMBERS AND ELECTION OF DIRECTORS

To: Members of Rivergate at Palm Coast Homeowners Association, Inc

Notice is hereby given that the general election to fill 1 (one) vacancy of the Board of Directors due to expiring terms of office will be held during the Annual Meeting of Members which is scheduled on:

Date: Wednesday, March 24, 2021

Time: 6:00pm

Location: Rivergate Pool Cabana or via Microsoft Teams: email lpierre@vestapropertyservices.com for the link or call in to [+1 904-348-0776](tel:+19043480776) United States, Jacksonville Phone Conference ID: 949 454 066#

If you wish to be a candidate for election to the Board, please provide written notice to the Association at the address below so that your name can be included on the ballot. Notice of your candidacy may include informational data, such as a resume, but it is not required. Supplemental information, if submitted, cannot exceed one side of a standard sheet of paper (8-1/2" x 11"-or use the Candidate form enclosed). **The Candidate sheets are due by March 3, 2021 at 5pm to be included in the Second Notice of the Annual Meeting.**

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Please note that it is acceptable to mail or hand-deliver your notice to the above address. In addition, you may fax it to 386.200.4305 or email it to nisheyka@vestapropertyservices.com

Dated: February 17, 2021

Nickisia Sheyka
Property Manager, LCAM
Vesta Property Services, LLC
nisheyka@vestapropertyservices.com
386.439.0134

Enclosures:
Meeting Notice
Agenda
Candidate Information Sheet
Proxy

**RIVERGATE HOMEOWNERS ASSOCIATION, INC.
NOTICE OF THE ANNUAL MEETING**

NOTICE of a meeting of the Rivergate Homeowners Association, Inc. (a Florida not-for-profit corporation).

NOTICE is hereby given that a membership meeting of the Rivergate Homeowners Association, Inc. will be held on Wednesday, March 24, 2021 at the Pool Cabana at RiverGate in Palm Coast. The meeting will convene at 6:00 p.m. All Owners are encouraged to attend. A Board of Directors meeting will immediately follow.

AGENDA

1. Call to order by presiding officer
2. Pledge of Allegiance
3. Confirmation of a quorum and meeting notice requirements
4. Tabulation of ballots for election of Board members
5. Adjournment

AGENDA: Board of Directors Meeting

1. Call to order by presiding officer.
2. Confirmation of quorum and meeting notice requirements.
3. Organization of Officers
4. Approval of the minutes of previous meeting.
5. Management Report
6. Financial Report
7. Committee Reports
8. Old Business
9. New Business
10. Open the meeting to questions from membership
11. Adjournment

This notice was prepared in accordance with Florida Statute 720 and the documents governing the association.

Nickisia Sheyka, LCAM
Portfolio Manager
Vesta Property Services

CANDIDATE INFORMATION SHEET

****OWNERS NAME:**** _____

ASSOCIATION: RIVERGATE AT PALM COAST
P.O. BOX 354644, PALM COAST, FLORIDA 32135
nisheyka@vestapropertyservices.com
FAX: 386 200-4305
(Due no later than March 3, 2021 at 5 pm)

ASSOCIATION PROPERTY ADDRESS:

OWNERS MAILING ADDRESS: _____

PERSONAL BACKGROUND: _____

PRIOR BOARD EXPERIENCE: _____

COMMENTS ABOUT BOARD CANDIDACY: _____

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General Proxy

INSTRUCTIONS: If you **do not** plan to be present for the meeting, it is important that you complete and return this Proxy so that a quorum can be obtained. Please fill in your Property address and the name of the person you desire to vote on your behalf. Please sign, date, and return this Proxy to the address, email or fax above so that it reaches the Association not later than Tuesday, March 23, 2021 at 5pm .

I, the undersigned, being the owner of the Lot in Rivergate at Palm Coast Homeowner’s Association, Inc., address is _____ do hereby appoint as my attorney-in-fact, _____, *or in the absence of specifically naming an attorney-in-fact, the Treasurer, William Gordon, of the association,* as my Proxy holder to attend the meeting of the members of Rivergate at Palm Coast Homeowner’s Association, Inc The meeting will be held on March 24, 2021 at 6:00 pm This proxy will be valid for any adjournment thereof, but in no event longer than 90 days after the date of the meeting indicated herein. This Proxy can be revoked at any time prior to the meeting, by the undersigned. The Proxy holder named above has the authority to vote (no specific votes at this time) and act for me to the same extent that I would if personally present, with power of substitution.

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

Dated this _____ day of _____ 2021.

Signature of Owner

Printed Name of Owner

Substitution of Proxy (if necessary)

The undersigned, appointed as proxy above, does hereby designate _____ to substitute for me in the proxy set forth above.

Dated this _____ day of _____ 2021.

Proxy Holder