

# **NOTICE**

## **GRAND VISTA AT RIVERWOOD**

### **FIRST NOTICE OF THE 2025 ANNUAL MEMBERS' MEETING AND ELECTION AND PROCEDURE FOR QUALIFYING FOR THE BOARD**

#### **TO ALL MEMBERS:**

On **February 6<sup>th</sup>, 2025, at 1:00 pm**, at the Activities Center in Riverwood, Eagle Room the Annual Member's Meeting of Grand Vista at Riverwood will be held. The Member's Meeting is for the purpose of electing directors and such other business as may lawfully be conducted. After this "FIRST NOTICE", you will receive a "SECOND NOTICE" which will specify the agenda and to advise of other important information concerning the Members' Meeting and Election.

The purpose of the Notice is to advise you of the date, time and place of the Annual Members' Meeting, the Election of **four (4) Directors** and to inform you of the process for qualifying for the Board. Each Director will serve a two (2) year term.

#### **QUALIFYING FOR THE BOARD**

On, or before the end of the business day on **December 27<sup>th</sup>, 2024**, the Association must receive your written **Notice of Intent to Run** for the Board, either by mail, email, or in person. The attached "Notice of Intent to be a Candidate for the Board" may be used for that purpose. If mailed it must be addressed to the Association's name c/o STAR Hospitality Management, 26530 Mallard Way, Punta Gorda, FL 33953.

Intent to run forms may be emailed to [l.phillips@starhospitalitymanagement.com](mailto:l.phillips@starhospitalitymanagement.com).

You may submit an **Information Sheet**, no larger than 8 ½ inches by 11 inches, containing your qualifications and/or platform for office. This information sheet must be submitted to the Association on or before **January 2nd, 2025**.

The Candidate Information Sheet, ballots, and proxies will be mailed to voting members by **January 6th, 2025**.

*It is important to note that this is your only chance to run for the Board of Directors. Nominations from the floor will no longer be called. If you wish to run for the Board of Directors, the Notice of Intent to Run form must be completed and returned by the above-mentioned date. If your Intent to Run form and/or Information Sheet is not returned by the above-mentioned dates, your name will not be included on the voting Ballot, if an election is required, nor will your information sheet be included in the 14-day mailing.*

**BY ORDER OF THE BOARD OF DIRECTORS**

*Leslie Phillips, CAM, CMCA*

Leslie Phillips, CAM, CMCA

**NOTICE OF INTENT TO RUN TO BE A CANDIDATE  
FOR THE BOARD OF DIRECTORS OF  
Grand Vista at Riverwood**

I, \_\_\_\_\_, owner of unit \_\_\_\_\_ at Grand Vista at Riverwood hereby place my name in nomination as a candidate for the Board of Directors of Grand Vista at Riverwood

(Check One) I am \_\_\_\_\_ / I am not \_\_\_\_\_ enclosing an Information Sheet about myself.

*I understand that I am responsible for the accuracy of the information contained in the Information Sheet. This notice must be received by the Association on or before **January 2nd, 2025, by 5:00 p.m.** to be eligible.*

Dated this \_\_\_\_\_ day of \_\_\_\_\_, **2025.**

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_  
Candidate Signature

\_\_\_\_\_  
Printed or Typed Name

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If you are interested in running for the Board of Directors, please fill out this form and return it to

Grand Vista at Riverwood  
C/O Star Hospitality Management  
26530 Mallard Way  
Punta Gorda, FL 33950

**This form must be in our office by January 2nd, 2025, to qualify.**

Email: [l.phillips@starhospitalitymanagement.com](mailto:l.phillips@starhospitalitymanagement.com)

**CANDIDATE INFORMATION SHEET  
FOR 2025 ELECTION TO BOARD OF DIRECTORS**

**(YOU MAY USE THIS INFORMATION SHEET OR USE YOUR OWN, SEE BELOW INSTRUCTIONS)**

**Grand Vista at Riverwood**

**Name:**

**Street**

**Phone:**

**City**

**State:**

**Zip:**

**ALTERNATE ADDRESS**

**Street:**

**Phone:**

**City:**

**State:**

**Zip:**

**Time spent in residence per year:**

**EDUCATIONAL or EMPLOYMENT BACKGROUND**

**PERSONAL INTERESTS/ORGANIZATIONS, ETC.**

**COMMENTS ABOUT ISSUES FACING THE ASSOCIATION**

**DIRECTIONS:**

Candidates for election to the Board of Directors have the option of providing information about themselves to owners. This information must be contained on a sheet no larger than 8 1/2" X 11", one side only. This form is available to candidates for this purpose, or you may use your own format. It will be reproduced, without alteration, and will be distributed to unit owners as part of the election process. Completion of this form is not required, and information provided is solely the responsibility of the candidate.

If you choose to submit a candidate info sheet please return it via mail, or email by **January 6th, 2025.**

Grand Vista at Riverwood  
C/O Star Hospitality Management  
26530 Mallard Way  
Punta Gorda, FL 33950  
Phone: 941-575-6764

Email: [l.phillips@starhospitalitymanagement.com](mailto:l.phillips@starhospitalitymanagement.com)