

**HARBOUR POINT HOMEOWNERS' ASSOCIATION, INC.
SECOND NOTICE OF ANNUAL MEETING OF THE MEMBERSHIP,
NOTICE OF ELECTION AND NOTICE OF ORGANIZATIONAL BOARD OF DIRECTORS'
MEETING**

The Election of Directors and the Annual Meeting of the Membership will be held at the following date, time and location:

DATE: Tuesday, November 7, 2023
TIME: 7:00 P.M.
PLACE: Association Clubhouse, 1152 Harbour Point Dr. Port Orange, FL 32127

In order to convene the meeting and conduct our business, it is necessary that a majority of all association members (a quorum) be present at the meeting in person or by Proxy. In order to ensure a quorum (quorum is 26 members), it is recommended that you sign the enclosed Proxy, even if you plan to attend the meeting, and return it in the enclosed envelope. These must be received to the Association no later than Tuesday, November 7, 2023, 7:00 P.M. Opening of Proxies received will begin at 6:30 P.M.

ELECTION OF DIRECTORS

An election of the Directors of this Association is to be made by pre-qualifying procedures, write in ballots, and additional candidates may run from the floor. Election is to be made by Secret Ballot. A ballot listing the 3 candidates whom pre-qualified and 3 write in spaces, if you wish to nominate, is enclosed.

ANNUAL MEMBERSHIP MEETING AGENDA

1. Roll Call and Certifying of Proxies
2. Introduction of Current 2023 Board of Directors
3. Proof of Notice Affidavit(s)
4. Reading or waive reading of the Annual Meeting Minutes of 2022
5. Board Report on 2023 Activity
6. Reports of Officers/Committees, if any
7. Unfinished Business, if any
8. New Business, if any
 - a. Annual End of Year Financial Reporting, via Proxy
 - b. Election (Open Ballots, Note Write Ins, Request any Additional Candidates from the Floor, Appoint Tellers, Announce Election Results).
9. Introduction of 2024 Board of Directors
10. Resident Participation
11. Adjournment of Annual Meeting

**ORGANIZATIONAL BOARD OF DIRECTORS' MEETING AGENDA
(Immediately following Annual Membership Meeting)**

1. Roll Call
2. Selection of 2024 Officers
3. Authorized Check Signers
4. Adoption of 2024 Proposed Budget (enclosed)
5. 2024 Maintenance Projects
6. Adjournment