

WINSTON TOWERS 100 ASSOC., INC.

250 174th Street, Office 104
Sunny Isles Beach, FL 33160

Phone: 305-932-0850
office@winstontowers100.net



FIRST NOTICE OF ANNUAL MEETING & ELECTIONS

Dated: January 24, 2023

NOTICE IS HEREBY GIVEN that the Annual Meeting and Elections for the Board of Directors will be held on the date hour and place noted below:

Date: February 20, 2024

Hour: 5:30 p.m. Registration shall commence at 5:00 p.m.

Place: Auditorium, 250 174th Street, Sunny Isles Beach, FL 33160

PURPOSE: Electing seven (7) unit owners to the Board of Directors and for such other business as may lawfully be conducted. Subsequent to this "FIRST NOTICE" you will receive a "SECOND NOTICE OF ANNUAL MEETING" which Notice will specify the agenda, contain the ballot and advise of other important information concerning the Annual Meeting.

WE ARE OFFERING THE ABILITY TO VOTE ONLINE. ELECTRONIC VOTING OFFERS YOU A MORE SECURE WAY TO SUBMIT YOUR ELECTION BALLOT. THERE ARE ALSO OTHER ADVANTAGES, SUCH AS 1) VOTE FROM ANYWHERE YOU CAN REACH THE INTERNET; 2) YOUR VOTE WILL ALWAYS BE VALID; 3) JUST SUBMITTING YOUR VOTE ONLINE WILL HELP US REACH QUORUM; AND 4) YOU WILL BE SAVING OUR ASSOCIATION MONEY IN MAILING COSTS. PLEASE SEE ATTACHED ELECTRONIC SIGN IN INFORMATION FOR FULL DETAILS (Page 5).

PLEASE TAKE NOTE OF THE FOLLOWING:

CANDIDATES FOR THE BOARD: To be eligible to serve on the board of directors, you must be 18 years of age or older and a record title owner. Additionally, you cannot be more than 90 days delinquent in paying your regular assessments (maintenance), special assessments or any monetary obligation due to the Association (with an account balance greater than \$1,000).

You must give a written notice to the Association of your desire to run for the Board between **December 1, 2023 and December 29, 2023 the latest by 3 p.m.**, addressed to the Association's mailing address: Winston Towers 100, 250 – 174th Street, Office 104, Sunny Isles Beach, FL 33160. The attached, "Notice of Intent to be a Candidate for the Board" may be used for that purpose and must be received between **December 1, 2023 and December 29, 2023 the latest by 3 p.m.**

You may submit an Information Sheet, no larger than 8 ½ inches by 11 inches, containing your qualifications and/or platform for office. Your information sheet cannot be more than **1 page**. This information sheet may be submitted to the Association with your Notice of Intent to be a Candidate for the Board or separately, however, your information sheet must be received between **December 1, 2023 and December 29, 2023 the latest by 3 p.m.** in order for your information sheet to be included in the mailing to the unit owners.

The Information sheet and ballots will be mailed to voting members, with the Second Notice of the Annual Meeting.

VOTING CERTIFICATE: A voting certificate is being provided to determine who the voting representative will be for your unit. If your unit is owned by more than one person or a trust, please make sure to complete the voting certificate.

POSTING: This notice has also been posted on the condominium property in accordance with the requirements of Florida Law.

By Order of the Board of Directors of Winston Towers 100 Association Inc.

Norman Peselev, President

WINSTON TOWERS 100 ASSOC., INC.

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PLEASE RETURN THIS FORM TO:

Winston Towers 100

250 -174th Street, Office 104, Sunny Isles Beach, FL 33160

Attn: Secretary of the Association

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

I, _____, Owner or Owner Representative of Unit _____,
(Please print name)

I do hereby request that my name be placed in nomination and appear on the ballot as candidate for the Board of Directors.

(check one)

I have

I have not enclosed a separate information sheet about myself.

This Notice of Intent shall be required to be submitted to the Association no later than **December 29, 2023 by 3 p.m.** and that I am responsible for the accuracy contents in the Information Sheet which is required to be submitted to the Association no later than **December 29, 2023 by 3 p.m.**

Signature: _____

Date: _____

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VOTING CERTIFICATE

To: Winston Towers 100 Association Inc (“the Association”)

THIS IS TO CERTIFY that the undersigned, consisting of the record unit owner(s) of Unit **No. _____**, has/have designated:

(Print the Name of only one Voting Representative, who must be a Co-owner of the unit)

as the representative to cast all votes and to express all approvals that such owner(s) may be entitled to cast or express at all meetings of the membership of the Association and for all other purposes provided by the Declaration of the Condominium and the Articles and By-Laws of the Association.

The following examples illustrate the proper use of this Voting Certificate:

A. Unit owned by John Doe and his brother Jim Doe. Voting Certificate required designating either John or Jim as the sole Voting Representative (not a third-party individual).

B. Unit owned by one individual. No voting certificate required.

This Certificate is made pursuant to the Declaration of Condominium and the By-Laws and shall revoke all prior Voting Certificates and be valid until revoked by a subsequent Voting Certificate.

DATED this _____ day of _____, 20____.

Unit Owner Name(s)

Signature of Owner or Designated Voter

Unit Owner Name(s)

Signature of Owner or Designated Voter

Unit Owner Name(s)

Signature of Owner or Designated Voter

NOTE: This form is not a proxy and should not be used as such. Please be sure to designate one of the joint owners of the unit as the Voting Representative, not a third person.

In the event the Voting Representative will not attend the meeting, please return both the completed Voting Certificate and the Proxy form.

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IMPORTANT NOTICE – VOTING CERTIFICATES

YOU NEED TO PROVIDE A “VOTING CERTIFICATE” IF YOUR UNIT IS OWNED BY:

- IF YOUR UNIT IS OWNED BY INDIVIDUALS WHO ARE NOT MARRIED.
- IF YOUR UNIT IS OWNED BY A PARTNERSHIP.
- IF YOUR UNIT IS OWNED BY A JOINT VENTURE.
- IF YOUR UNIT IS OWNED BY A TRUST.

YOU DO NOT NEED A “VOTING CERTIFICATE” IF YOUR UNIT IS OWNED BY:

- IF YOUR UNIT IS OWNED BY A SOLE OWNER.
- IF YOUR UNIT IS OWNED ONLY BY A HUSBAND AND WIFE.

Thank you in advance for your cooperation and please feel free to call our office if you have questions and/or comments.

By Order of the Board of Directors of Winston Towers 100 Association Inc.

Norman Peselev

President

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ELECTRONIC VOTING FOR WINSTON TOWERS 100
OPT-IN BY FEBRUARY 5, 2024

If you desire to use the online electronic voting system, please proceed as follows:

1. Logon to your community's site by typing this link on your web browser:
<https://winstontowers100.myhoast.com>
2. Follow the easy steps to register (Opt-In) to consent to the use of the electronic voting.
3. Next, the procedure for such voting is as follows:
 - a. On or before **February 5, 2024**, you will receive a second notice detailing the agenda, ballot, and other information regarding the meeting, including the candidates.
 - b. After receipt of the second notice of the meeting, please proceed to <https://winstontowers100.myhoast.com>.
 - c. Place your vote electronically in accordance with the instructions which will be present at the site.

If you need any additional information, please feel free to contact us at 305-932-0850.

By Order of the Board of Directors of Winston Towers 100 Association Inc.

Norman Peselev

President