

Berkford Place Homeowners Association

2nd Notice of Annual Membership Meeting with Elections

3/18/2025

Dear Berkford Place Homeowners,

The 2nd notice is hereby given that in accordance with the Bylaws of your community, Berkford Place Homeowners Association will hold its Annual Membership Meeting on the following date, time and location:

2025 Annual Membership Meeting with Elections

Location: Virtual via RingCentral at: <https://v.ringcentral.com/join/280327055>

Date: Tuesday, April 1, 2025

Time: 6:30 P.M.

The Annual Membership Meeting is being held for the specific purpose of electing at least three (3) Primary Directors and up to nine (9) Directors in total to each serve a either a three (3) for Primary Directors or one (1) year term. You share common interests in your community and your input and participation is needed. No new nominations for the Board were received, therefore, it is assumed that all existing Board Members will continue to serve through 2025, unless we have nominations from the floor. The membership will also consider any other business that may legally come before them. Please return the enclosed Proxy in the green return envelope or send via email to office@ngpcam.com, or fax as soon as possible in order to achieve the 33% Member quorum provided in your ByLaws. The Agenda for the Annual Meeting is as follows:

Membership Meeting with Officer

Elections Agenda:

1. Roll call & certification of proxies
2. Call to order
3. Proof of notice
4. Approval of previous meeting minutes
5. Election & Introduction of Board Members
6. New Business
7. Adjournment

Signed The Board of Directors

BERKFORD PLACE HOMEOWNERS ASSOCIATION

PROXY

4/1/2025

ANNUAL MEMBERS MEETING

TO: PRESIDENT
BERKFORD PLACE HOMEOWNERS ASSOCIATION
c/o NewGauge Property Management
11928 Sheldon Rd #101
Tampa, FL 33626

KNOW ALL PERSONS BY THESE PRESENTS that the undersigned hereby appoints the President of the Association or _____, attorney and agent with the power of substitution for and in the name, place, and stead of the undersigned, to vote as proxy in order to establish a quorum at the Annual Meeting of the Membership. I hereby authorize and instruct my proxy to use his or her best judgement on all procedural matters which properly come before the meeting and for the election of directors, if any. This meeting will be held on **4/1/2025 at 6:30 pm at Meeting URL: <https://v.ringcentral.com/join/280327055>**, and any adjournment thereof, according to the number of votes that the undersigned would be entitled to cast in order to establish a quorum as set forth in the Notice of Meeting, a copy of which is enclosed with this proxy.

Meeting link available at Berkfordplace.ngpcam.com

The undersigned ratifies and confirms any and all acts and things that the proxy may do or cause to be done in the premises, whether at the meeting referred to above or at any change, adjournment, or continuation of it, and revokes all prior proxies previously executed. This proxy must be received by the Association no later than the date and time for the meeting.

(In no event shall this proxy be valid for a period longer than 90 days after the date of the meeting for which it was given.)

DATED this _____ day of _____, Year

On-site Address:

Homeowner:

Homeowner:

(Signature)

(Signature)

PLACE THIS PROXY IN THE SELF-ADDRESSED ENVELOPE AND MAIL TO BERKFORD PLACE HOMEOWNER ASSOCIATION, c/o NEWGAUGE MANAGEMENT AT LEAST 5 DAYS PRIOR TO THE MEETING, EMAIL TO OFFICE@NGPCAM.COM, OR YOU MAY FAX TO 386-319-9301.