

**ISLAND CLUB
PHASE IV
ANNUAL MEETING**

To Be Held in the Recreation Center Meeting Room

Wednesday, February 23, 2022 @ 7:00 PM

The meeting ID is 87139808081 and password is: ICR2021

Agenda

- Call to Order
- Roll Call
- Previous Annual Meeting Minutes
- Certifying of a Quorum
- Proof of Notice of Meeting
- Board Member Election
- Property Manager Report
- Waiving of Reserves
- Adjournment

**ISLAND CLUB
PHASE IV
ORGANIZATIONAL MEETING
FOLLOWING ANNUAL MEETING**

To Be Held in the Recreation Center Meeting Room

Wednesday, February 23, 2022 @ 7:30 PM

Agenda

- Call to Order
- Roll Call
- Appointment of officers
- Adjournment

SECOND
NOTICE OF ANNUAL MEETING OF
ISLAND CLUB FOUR, INC.

Dear Members:

On **Wednesday, February 23rd, 2022, at 7:00 p.m., via ZOOM**. The meeting ID is **87139808081** and the password is **ICR2021: Phase4**, the Annual Meeting of the Association will be held **for the purpose of electing the Board of Directors for the year 2022, voting on the funding of reserves** and conducting any lawful business of the Association.

AGENDA for the Annual Meeting

1. Certifying Quorum – Call to order
2. Proof of Notice of Meeting
3. Reading and disposal of unapproved minutes
4. Property Manager Report
5. Vote on Reserve Issue
6. New Business
7. Adjournment

A **majority** of all Association Members (a "quorum") must be present, in person or by proxy, at the meeting in order for the business to be conducted. It is **VERY IMPORTANT** that you either **attend** or **provide a limited proxy** in order to conduct business at this annual meeting.

VOTING BY PROXY

If you are unable to attend the Annual Meeting and wish to vote by limited proxy, please note the following information about **PROXIES**:

1. A **limited proxy** is for the purpose of appointing **another person** to vote for you as you specifically direct (except for non-substantive items) in the event that you might not be able to attend the meeting. All owners of the unit or the one among them that they designated on a voting certificate must sign it.
2. The proxy should be submitted to the Association **prior to the scheduled time of the meeting**. It can be hand-delivered, either by you or your proxy or mailed to the Association at: Island Club Four, Inc. Attention Marta LaCasse, Secretary, **at 777 South Federal Highway, Pompano Beach, Florida 33062**. It is encouraged that the proxy be submitted as early as possible, to avoid delay in registration.
3. If you appoint a proxy and later decide you will be able to attend the meeting in person, you may **withdraw** your proxy when you register at the meeting.
4. A proxy may be **revoked** in writing or **superseded** by a later proxy to another person. It may also be **assigned** (substituted) by the person designated on the proxy to a third person if the person you designate as proxy decides that he or she will be unable to attend the meeting.
5. A proxy form is enclosed with this notice for your use, if needed.

Again, please be sure to mail in your proxy or deliver to the office

Immediately following the Annual Meeting, the organizational meeting of the Board of Directors will be held for the purpose of appointing officers of the Association.

The agenda for the Board Meeting is as follows:

- a. Certifying quorum – Call to Order
- b. Proof of Notice of Meeting
- c. Organization of Officers -- 1. Elect Officers
- d. Adjournment

Dated: 1/31/22

BY ORDER OF THE BOARD OF DIRECTORS


Robert Jourdain, President

Please attend the Annual Meeting!

ISLAND CLUB FOUR, INC.

LIMITED PROXY

The undersigned owners, or their voting representative, of condominium unit no. _____, in Island Club Four, a Condominium, appoints (check one)

_____ a) MARTA LACASSE, SECRETARY of the Association, on behalf of the Board of Directors, or

_____ b) _____ (if you check b, write in the name of your proxy) as my proxy holder, with power of substitution, to attend the meeting of the members of ISLAND CLUB FOUR, INC. to be held Wednesday, February 23, 2022, 7:30 pm, in Recreation Center, 777 S. Federal Hwy, Pompano Beach, FL 33062. The proxy holder named above has the authority to vote and act for me to the same extent that I would if personally present, with power of substitution, except that my proxy holder's authority is limited as indicated below:

GENERAL POWERS: By signing this proxy, your proxy holder automatically has general powers to vote on others issues that might come up at the meeting for which a limited proxy is not required (i.e., parliamentary procedure). You can choose not to grant such general powers by checking the box below:

_____ I do not grant general powers to my proxy holder.

LIMITED POWERS: (FOR YOUR VOTE TO BE COUNTED ON THE FOLLOWING ISSUES, YOU MUST INDICATE YOUR PREFERENCE IN THE BLANK(S) PROVIDED BELOW).

I SPECIFICALLY AUTHORIZE AND INSTRUCT MY PROXY HOLDER TO CAST Y VOTE IN REFERENCE TO THY FOLLOWING MATTERS AS INDICATED BELOW:

1. Should the statutory reserves be reduced for the January 1, 2022 – December 31, 2022 fiscal/calendar year to an amount determined by the Board of Directors, as shown on the supporting materials?

_____ YES

_____ NO

Dated _____, 2022

SIGNATURE OF OWNER OF DESIGNATED VOTER

Failure to check either (a) or (b), or, if (b) is checked, failure to write in the name of the proxy, is an appointment of Secretary of the Association as your proxy holder.

DO NOT COMPLETE THIS SECTION. This section is only to be filled in by the proxy holders if they wish to appoint a substitute proxy holder.

SUBSTITUTION OF PROXY

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

Dated: _____, 2019.

PROXY HOLDER

THIS PROXY IS REVOCABLE BY THE UNIT OWNER AND IS VALID ONLY FOR THE MEETING FOR WHICH IT IS GIVEN AND ANY LAWFUL ADJOURNMENT. IN NO EVENT IS THE PROXY VALID FOR MORE THAN NINETY (90) DAYS FROM THE DATE OF THE ORIGINAL MEETING FOR WHICH IT WAS GIVEN

**ADDITIONAL VOTING INFORMATION REGARDING
THE 2022 ANNUAL MEETING**

THE RESERVE ISSUE

1. A YES VOTE TO PARTIALLY REDUCE THE STATUTORY RESERVES FOR 2022 WOULD MEAN THAT YOUR 2022 MONTHLY MAINTENANCE FEE WILL BE \$445.00 IF YOU DO NOT VOTE YES, THE MAINTENANCE FEE WILL AUTOMATICALLY BE INCREASED BY \$42.00 PER MONTH.

A NO VOTE WOULD MEAN THAT YOUR MONTHLY MAINTENANCE FEE WOULD BE \$683.04 (AN INCREASE OF \$238.00 EACH MONTH.)

2. ELECTION BALLOTS CAN BE DROPPED OFF AT THE ISLAND CLUB PHASE FOUR OFFICE (MAIL SLOT BOX**) OR YOU CAN MAIL IT.**

3. IT IS OF THE UTMOST IMPORTANCE THAT THE RESERVE BALLOT BE RETURNED TO THE OFFICE. BY LAW, FAILURE TO HAVE A MAJORITY VOTE.

ON THIS ISSUE, THE RESERVE WILL AUTOMATICALLY GO TO FULLY FUNDED, WHICH IS THE \$683.04 DOLLAR AMOUNT.

BALLOT

ISLAND CLUB PHAS FOUR, INC

ANNUAL MEETING

WEDNESDAY, FEBRUARY 23, 2022 AT 7:00 PM

1. Should the statutory reserves be reduced the January 1, 2022 to December 31, 2022.
2. Fiscal/Calendar year to an amount determined by the Board of Director, as shown on the supporting materials?

_____ YES

_____ NO

Waiving the reserves, in whole or in part, or allowing alternative used of existing reserves may result in unit owner liability for payment of unanticipated special assessment regarding those items.

UNIT NO. _____

UNIT OWNER/OR DESIGNATED VOTER _____

UNIT OWNER _____

UNIT OWNER _____

PLEASE RETURN THIS IN THE SELF ADDRESSED ENVELOPE PROVIDED

**CERTIFICATE OF APPOINTMENT
OF VOTING REPRESENTATIVE**

To the Secretary of *Island Club Four, Inc.* (the "Association")

THIS IS TO CERTIFY that the undersigned, constituting all of the record owners of Unit (Apartment) No. _____ in *Island Club Four, a Condominium*, have designated

(Name of Voting Representative)

as their representative to cast all votes and to express all approvals that such owners 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, the Articles and Bylaws of the Association.

The following examples illustrate the proper use of this Certificate:

- (i) Unit owned by John Doe and his brother, Jim Doe. Voting Certificate required designating either John or Jim as the Voting Representative (NOT A THIRD PERSON).
- (ii) Unit owned by Overseas, Inc., a corporation. Voting Certificate must be filed designating an officer or employee entitled to vote, signed by President or Vice-President of Corporation and attested by Secretary or Assistant Secretary of Corporation.
- (iii) Unit owned by John Jones. No Voting Certificate required.
- (iv) Unit owned by Bill and Mary Rose, husband and wife. Voting Certificate required designating either Bill or Mary as the voting representative. NOT A THIRD PERSON.

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

DATED _____

OWNER

OWNER

OWNER

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.

ONLY UPDATE IF THERE ARE CHANGES

**CONSENT TO ACCEPT ASSOCIATION NOTICES AND GENERAL
CORRESPONDENCE VIA E-MAIL**

Association: Island Club Phase Four

Re: Consent to Accept E Mail Notifications

I consent to receiving e-mail notification of Association meetings, minutes or other correspondence in lieu of receiving them by regular mail.

I also understand that Annual owner meetings and Special Meetings requiring membership voting, or establishing a quorum will NOT be sent via E Mail but via regular or certified mail as prescribed by law.

**PLEASE REMEMBER TO SEND ANY FUTURE CHANGES TO YOUR E MAIL
ADDRESS TO THE ASSOCIATION MANAGER AT: IslandClub4@gmail.com
Or Mail to 777 South Federal Highway Build N, 4th Floor Pompano Beach FL 33062**

Unit / Property Address: _____

Print Owner Name: _____

Owners Signature: _____

Owner's Mailing Address: _____

Phone Number: _____

Date: _____

E MAIL ADDRESS _____

**PLEASE RETURN THIS FORM TO: Island Club Phase Four Association at the
address listed for your association at Islandclub4@gmail.com**

Thank you.

PLEASE RETURN THIS IN THE SELF ADDRESSED ENVELOPE PROVIDED



Island Club Four, Inc.
777 S. Federal Hwy, Bldg N-4th Fl Office
Pompano Beach, FL 33062
954-782-0711 phone
fax 954-942-7033

November, 28 2020

Dear Phase Four Owner:

Enclosed please find the approved Year 2022 Budget for Island Club Four, Inc., which will be presented for approval at the Board of Directors' Meeting to be held Wednesday, February 23, 2022.

There will be a \$42.00 (forty two dollars) increase in Monthly Maintenance Payments for the year 2022, **(\$403.00 - \$445.00)**. The increase is primarily due to the increases required in the various budget line items.

The Deferred Maintenance Reserve mandated by the State of Florida, unless changed by majority vote of 121 Phase IV Unit Owners at the February 23, 2022 Annual Meeting, will remain in effect for the Year 2021. Your monthly payments for January through December 2022 will be:

\$ 445.00

Further instructions shall follow under separate cover instructing you where to mail your payments, how to direct your online banking and/or where to send your direct deposit.

Your Monthly Payment envelopes and payment coupons for Year 2022 will follow under separate cover.

Please read your instructions carefully to avoid confusion and/or problems in the future.

Use the window envelopes and coupons to send your monthly payments to the address on your coupon please include your account number on your check.

The first payment of \$445.00 is due on or before January 01, 2022. Also, remember that checks or money orders must be in U.S. FUNDS. Once again remember monthly payments are DUE THE 1ST OF EACH MONTH and must be received on or before the 10th of the month in order to avoid a \$25.00 Late Fee. You are advised to send your payments in early. All late fees are enforceable and avoidable by sending your payment in by the first (1st) of the month.

Thank you for your anticipated cooperation.

Board of Directors
Island Club Phase Four, Inc.