

KENNEDY HOUSE CONDOMINIUM, INC.

1865 79th Street Causeway – Office ♦North Bay Village, Florida 33141 ♦Tel (305) 866-4691 ♦Fax (305) 866-8157
Email: Manager@mykennedyhouse.com or Assistant@mykennedyhouse.com

FIRST NOTICE OF ANNUAL MEETING, BOARD ELECTION AND PROCEDURE FOR QUALIFYING FOR THE BOARD OF DIRECTORS OF KENNEDY HOUSE CONDOMINIUM, INC.

August 7, 2021

To All Members:

Please be advised that the Annual Meeting of the Association for the purpose of electing Directors and such other business as may lawfully be conducted will be held:

DATE: Wednesday, October 6, 2021
TIME: Sign in 6:30 pm / Meeting at 7:00 pm
PLACE: Kennedy House Condominium Inc.
1865 79th Street Cswy – Party Room
North Bay Village, FL 33141
OR
Virtually via ZOOM, please access
www.MyKennedyHouse.com
choose “Click to Connect to Zoom”

Subsequent to this “First Notice”, you will receive a “Second Notice of Annual Meeting”, which will specify the agenda and advice of other important information concerning the Annual Meeting. The purpose of this Notice is to advise you of the date, time and place of the Annual Meeting and Election and to inform you of the process of qualifying for the Board.

QUALIFYING FOR THE BOARD

A minimum of forty (40) days prior to the meeting, on or before 12:00 midnight on:

Friday, August 27, 2021

You must give written notice either by mail, e-mail

Manager@mykennedyhouse.com / Assistant@mykennedyhouse.com

**or in person, to the Association of your intent to run for the Board,
addressed to the Association’s mailing address:**

Kennedy House Condominium, Inc.
1865 79th Street Causeway – Office
North Bay Village, FL 33141

Please note that it is the position of the Division of Condominiums, Timeshares & Mobile Homes (the “Division”) that you must submit a “Candidate Certification Form” attesting to your reading and understanding of the governing documents, condominium laws and governmental agency regulations. Candidate Certification Forms must be used for this purpose and must be submitted to the Association within ninety (90) days of being elected to the Board. This form will be provided at the Annual Meeting. Please note that all newly elected Board members will be required to take a condominium Board Certification course and will be required to submit the form documenting completion of this course.

You may also submit an Information Sheet, no larger than 8-1/2" x 11" (one side only) in legible form ready for reproduction, containing your qualifications and/or platform for office. This information form must be submitted to the Association a minimum of thirty-five (35) days prior to the meeting, on or before midnight on:

Wednesday, September 1, 2021

The Information Sheets, Certification Forms and a ballot listing all candidates will be mailed to voting members with the Second Notice of Annual Meeting not less than **fourteen (14)** days prior to the date of the Annual Meeting. 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 corporation. Please note the following information:

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August 7, 2021

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FIRST NOTICE ANNUAL MEETING

PAGE TWO

VOTING CERTIFICATE INSTRUCTIONS

A Voting Certificate is provided to determine who the voting representative will be for your unit if your unit is owned by more than one person (other than husband and wife), a corporation, or a partnership. Please note the following information about Voting Certificates.

1. A Voting Certificate is for the purpose of establishing who is authorized to vote for a unit owned by more than one person (other than husband and wife), a corporation, or a partnership. A Voting Certificate is **not** needed if only one person owned the unit.
2. If unit is owned by more than one person (other than husband and wife) the Voting Certificate must be signed by all of the owners of the unit or the appropriate corporate officer.
3. A Voting Certificate is NOT A PROXY OR A BALLOT and may not be used as such. Only an owner or the appropriate corporate officer may be named on a Voting Certificate, not a third party.

Please return the Voting Certificate, if required, (along with your Notice of Intent to be a Candidate, Candidate Certification form, and Information Sheet if you wish to run for the Board of Directors)

By E-mail Manager@mykennedyhouse.com / Assistant@mykennedyhouse.com or by mail to:

Kennedy House Condominium, Inc.
1865 79th Street Causeway - Office
North Bay Village, FL 33141

Thank you.

ASSOCIATION SERVICES OF FLORIDA

An Associa member company

As Managing Agent for:

KENNEDY HOUSE CONDOMINIUM, INC.

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INSTRUCTIONS: This Voting Certificate must be completed only if the unit is owned by a corporation, a partnership, or more than one owner (other than husband and wife).

VOTING DESIGNATION CERTIFICATE

KENNEDY HOUSE CONDOMINIUM, INC.

Dated: ____/____/____2021,

The undersigned state that they are the owners of 1865 79th Street Cswy /Unit Number _____

_____ of the Kennedy House Condominium Inc.

Pursuant to the Documents of the aforementioned, the undersigned do Hereby designate the following person as voting member for the aforementioned Parcel:

(Insert name of one Unit Owner Only)

**ALL OWNERS OF THE UNIT
MUST SIGN HERE:**

(Print Name)

(Signature)

(Print Name)

(Signature)

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NOTICE OF INTENT TO BE A CANDIDATE FOR THE BOARD OF DIRECTORS OF KENNEDY HOUSE CONDOMINIUM, INC.

I, _____, hereby place my name in Nomination as a Candidate for the Board of Directors of the above Association. I Understand that I am responsible for the accuracy of the information contained in the Information Sheet, if submitted.

_____ Check here if you are including an information sheet

_____ Check here if you are not including an information sheet

Dated: _____, 2021

Signature

Print Name

Unit number

Mailing Address (if different)

Please return this form by: Friday, August 27, 2021

RETURN THIS FORM VIA: e-mail

Manager@mykennedyhouse.com / Assistant@mykennedyhouse.com,

in person or mail to

Kennedy House Condominium, Inc.

1865 79th Street Causeway - Office

North Bay Village, FL 33141

PLEASE NOTE: UNDER THE AMENDED PROVISIONS OF THE CONDOMINIUM ACT, **YOU WILL NOT BE ELIGIBLE FOR BOARD MEMBERSHIP IF ANY OF THE FOLLOWING APPLY:**

- I. IN A CONDOMINIUM WITH MORE THAN 10 UNITS, IF YOU AND A CO-OWNER OF YOUR UNIT WOULD SERVE ON THE BOARD AT THE SAME TIME
- II. YOU WERE A DIRECTOR WHO WAS SUSPENDED OR REMOVED BY THE DIVISION AND SUCH SUSPENSION OR REMOVAL TIME STILL IN EFFECT ON AUGUST 27, 2021.
- III. AS OF AUGUST 27, 2021, IF YOU ARE MORE THAN 90 DAYS DELINQUENT IN THE PAYMENT OF ANY FEE, FINE, SPECIAL OR REGULAR ASSESSMENT DUE THE ASSOCIATION
- IV. YOU WERE CONVICTED OF A FELONY IN FLORIDA OR CONVICTED OF AN OFFENSE IN ANOTHER JURISDICTION THAT WOULD BE CONSIDERED A FELONY IN FLORIDA (UNLESS YOUR CIVIL RIGHTS HAVE BEEN RESTORED FOR A PERIOD OF NO LESS THAN FIVE YEARS AS OF AUGUST 27, 2021.
- V. YOU ARE A DIRECTOR CHARGED WITH A FELONY THEFT OR EMBEZZLEMENT OFFENSE INVOLVING THE ASSOCIATION'S FUNDS OR PROPERTY AND SUCH CRIMINAL CHARGE IS PENDING AS OF AUGUST 27, 2021.

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INSTRUCTIONS: This General Proxy can be used for the purpose of reaching a quorum to conduct the Association's Annual Meeting and must be completed and filed with the Secretary of the Association or Management Company if you have any doubt about attending the meeting.

GENERAL PROXY **KENNEDY HOUSE CONDOMINIUM, INC.**

The undersigned hereby appoints _____ as my proxy, with full powers of substitution, for all matters to come before the meeting or any adjournment thereof, for the above Association to be held:

DATE: Wednesday, October 6, 2021
TIME: Sign in 6:30 pm / Meeting at 7:00 pm
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Virtually via ZOOM, please access
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NOTE: Should you fail to designate a specific proxy holder above, it will be presumed that you wish for the Secretary of the Association to serve as your proxy holder.

I hereby certify that I am the person authorized to execute this Proxy for and on behalf of the owners of the aforesaid unit.

Dated this _____ day of _____, 2021

| | _____ | |
|--|--------|--|
| | Unit # | |
| Signature of Designated Voter or Signature of all Unit Owner(s) | | Print Signature of Designated Voter or Print Signature of all Unit Owner(s) |
| _____ | | _____ |
| _____ | | _____ |

SUBSTITUTION OF PROXY - DO NOT COMPLETE THIS SECTION

This section is only to be filled in by the Proxy Holder should they wish to appoint a Substitute Proxy Holder. The undersigned, who is named on the above proxy, does hereby designate _____ to act as Substitute Proxy as set forth above.

Dated: _____, 2021 Proxy Holder Signature: _____