

**Village Walk South Homeowners Association, Inc.  
602 6<sup>th</sup> Avenue, Vero Beach, Florida 32962**

February 11, 2016

Dear Homeowner:

**Re: 2016 Annual General Meeting to be Held at the Club House at 6:00 PM  
on Tuesday, March 17, 2016**

Attached hereto are the following:

1. Notice of Annual General Meeting AND Agenda
2. Proxy Form
3. Certificate of Appointment of Voting Representative (for Corporations and partnerships only)
4. Instructions for Completing Proxy
5. Minutes from AGM 2015
6. Nomination notice per this writing & application
7. Electronic Consent Form

We look forward to your participation in the meeting

**Village Walk South of Vero Beach Homeowners Association, Inc.**

per ■

**Norma Cortonesi – Secretary**

**NOTICE OF ANNUAL MEETING**  
**VILLAGE WALK SOUTH HOMEOWNERS ASSOCIATION, INC.**  
**2016 Annual General Meeting of Members**

**NOTICE IS HEREBY GIVEN** to homeowners of the Village Walk South Homeowners Association, Inc. of the 2016 **Annual General Meeting** to be held at the **Village Walk South Club House**, 602 Sixth Avenue, Vero Beach, Florida on **Tuesday, March 17, 2016 at 6:00 P.M.**

**AGENDA**

1. Call to order
2. Roll call, certification of proxies, and determination of quorum
3. Proof of Notice of Meeting or Waiver of the Notice
4. Approval of the 2015 Annual General Meeting minutes. Motion to dispense with formal reading of the 2014 minutes.
5. 2016 Financial Report and Motion to approve
6. Nominating Committee Report – List of Nominees
7. Nominations from the Floor
8. Motion to Close Nominations
9. Marking of Ballots
10. Questions and Comments from Members
11. Collection of Ballots
12. Any Other Business
13. Election Results.
14. Adjournment
15. Next Board Meeting May 3, 2016

(There will be a brief meeting of *the Board* immediately following the Members' Meeting to *appoint officers for the coming year.*)

Please note that the Board of Directors is composed of Six (6) persons, each elected for a Term of Three (3) years. The Terms are rotating with two (2) positions becoming vacant each year. Therefore, the main purpose of the meeting will be to elect two (2) directors to serve for a term of three (3) years.

If you are not attending this meeting you are urged to complete and return the enclosed Proxy form (or, in the case of corporations and partnerships, the Appointment of Voting Representative) and return it to Village Walk South Homeowners Association, 602 6<sup>th</sup> Avenue, Vero Beach, FL 32962. **If you require a proxy, be sure to date, sign, and appoint a person to serve as your proxy,** so that the designation may be recognized as legitimate, permitting your appointee to vote. If no name is designated, the proxy will be exercised by the President. Please have your proxy mailed or emailed in sufficient time to be received prior to the date of the meeting or, alternatively, deliver it to the Secretary of the Association prior to the meeting. If you later decide to attend the meeting, your proxy form will be returned to you at that time. **(PROXY INSTRUCTION SHEET INCLUDED)**

If your unit is owned by a corporation or a partnership, be sure to complete the enclosed ***Voting Member Certificate***, designating a voting member, in lieu of the proxy. This form must be signed by the President or Vice-President of the corporation or, by one of the Partners in the partnership.

Those who are planning to attend the meeting in person are encouraged to appear at 5:45 PM in order to sign in and have their status as owner of a unit confirmed, and be furnished with a ballot. This will allow the meeting to begin as soon as possible after 6:00 PM.

Dated this 11th day of February, 2016.

**BY ORDER OF THE BOARD OF DIRECTORS**  
**VILLAGE WALK SOUTH HOMEOWNERS ASSOCIATION**  
**per:**  
**Norma Cortonesi– Secretary**

**Village Walk South Homeowners Association, Inc.  
March 17<sup>th</sup>, 2016 Annual General Meeting**

Limited Proxy Form

XX

**The undersigned owners, or their voting representative, lot/unit number \_\_\_\_\_**  
in Village Walk South Homeowners Association, Inc., hereby constitute and appoint \_\_\_\_\_ acting  
President of the Association, OR \_\_\_\_\_, as nominee and proxy with powers  
of substitution for and in the name of the undersigned, to appear, represent, and cast votes only as I  
*specifically instruct* in reference to all matters to come before the *Village Walk South Homeowners  
Association, Inc. Annual Meeting* to be held on March 17<sup>th</sup>, 2016, at 6:00 P.M. at the **Village Walk South  
Clubhouse, 602 6<sup>th</sup> Avenue, Vero Beach, FL 32962.**

The undersigned ratify and confirm any and all acts and things the proxy may do or cause to be done in the  
premises, whether at this meeting or at any change, adjournment, or continuation of it, and revoke all prior  
proxies previously executed.

XX

**DATE:** \_\_\_\_\_

Signature of Lot Owner	Lot Number or Street Address
Signature of Lot Owner	Lot Number or Street Address
Signature of Lot Owner	Lot Number or Street Address

Village Walk South Homeowners Association, Inc.  
602 6<sup>th</sup> Avenue, Vero Beach, Florida 32962

**Certificate of Appointment  
of Voting Representative**

\*\*\***Note:** This form is to be used only if the Lot is owned by a Corporation or Partnership. In any other case, use a proxy form.



To: Village Walk South Homeowners Association, Inc.

THIS IS TO CERTIFY that the undersigned, constituting all of the owners of record of Unit/Lot# \_\_\_\_\_ in Village Walk South Homeowners Association, Inc. have designated:

\_\_\_\_\_ (print name of Voting Representative)

as its / their 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 Covenants and Restrictions*, and *Articles and By-Laws* of the Association.

This certificate is made in pursuant to the *Declaration of Covenants and Restrictions* and the *Articles and By-Laws* of the Association and shall revoke all prior Certificates and be valid until revoked by a subsequent Certificate.



DATE: \_\_\_\_\_

_____	_____
Lot Owner*	Title

_____	_____
Lot Owner *	Title



\*The following examples illustrate the proper use of this Certificate:

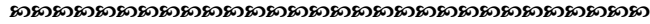
- (i) **Lot owned by a corporation.** Voting Certificate be filed designating the person entitled to vote, signed by the President or Vice-President and attested by the Secretary or Assistant Secretary of the Corporation.
- (ii) **Lot owned by a partnership.** Voting Certificate is required designating on of the partners as the voting representative.

Village Walk South of Vero Beach  
Homeowner's Association, Inc.  
**ANNUAL GENERAL MEETING 2015**  
MARCH 17, 2015

1. **Call to Order:** 6:00pm by Bill Mowerson
2. **Roll Call:** Mike Hanner, Hank Schulte, , Bill Mowerson, Barbara Conits  
Property Manager: Debra Coburn
3. **Proof of Notice of Meeting** The Affidavit of Mailing (by email or regular mail) was presented to the board.
4. **Motion to approve the 2014 Annual Meeting by** Bill Mowerson. Motion 2<sup>nd</sup> by Mike Hanner. Approved unanimously
5. **Motion to dispense with formal reading** of the 2014 AGM minutes by Bill Mowerson. Motion 2<sup>nd</sup> by Mike Hanner. Approved unanimously
6. **2014 Financial Report** – Debra Coburn  
Barbara Conits briefly reviewed the main elements of the 2014 financial statements reviewed by the auditors. It is posted in the Clubhouse and also on the VWS website.
7. **Discussion of Financial Statement.**
8. **Motion to approve the 2014 Financial statements** by Barb Conits. Motion 2<sup>nd</sup> by Mike Hanner. Approved unanimously.
9. **Nominating Committee Report.** There were four volunteers for the Board seats: Norma Cortonesi , Mike Hanner , Hank Schulte and Robert Lewis
10. **No nominations from the floor.**
11. **Motion to Close Nominations** by Bill Mowerson. Motion 2<sup>nd</sup> by Mike Hanner. Approved unanimously.  
As a result of only having four candidates run for the four available board seats, Norma Cortonesi , Mike Hanner , Hank Schulte and Robert Lewis were approved by acclamation.
12. **Questions and Comments** from Members.
  - Updates on the carp stocking of the lake - next two weeks
  - Dean Woodwich – complimented the BOD on the beautiful aesthetics in VWS.
  - Number of homeowners were asking when mulching will be done. Mulching will be skipped this year to address the east berm, front wall area and a few other landscape extras
  - Janet Lewis – requested more weeding by landscapers .
13. **Adjournment:** 7:45pm
14. **Next Meeting:** May 5, 2015, VWS Clubhouse, 6pm

**Village Walk South Homeowners Association, Inc.**  
**2016 Annual General Meeting**

**Instructions for Completing the Proxy**



If you are unable to attend the Annual Meeting in person, and you wish to vote by proxy please read and carefully follow the instructions below.

1. A 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 you might not be able to attend the meeting. The Proxy must be signed by all owners of the unit or the one among them that has been designated on a certificate of appointment of voting representative. **The proxy must identify the owners and the Lot number or address of the Lot for which it is being voted.**
2. The Proxy may be hand-delivered by you OR by your Proxy. The Proxy may also be sent by mail. It should be mailed to Village Walk South Homeowners Association, 602 6th Avenue, Vero Beach, FL 32962. Alternatively, it may be hand-delivered to: Norma Cortonesi, Secretary, or to a Board member. You may also have your appointee bring the proxy form and present it to the Secretary prior to the meeting.
3. If you appoint a proxy and later you decide 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.

**Village Walk South Homeowners Association, Inc**  
**602 6<sup>th</sup> Avenue, Vero Beach, FL 32962**  
**Annual General Meeting/Nominating Committee**  
**Nomination Letter**

February 11, 2016

Dear Village Walk South Homeowners,

The Board of Directors has appointed me to the Nominating Committee for the purpose of obtaining *nominations for two seats* on the Board to be filled at the Annual General Meeting on March 17, at 6:00 PM. As you know, each director of Village Walk South is elected for a three- year term, in rotation, which means that two positions expire each year. This year my position and Bill Mowerson's position are expiring. We will both be running again for those positions.

**If you are interested in running, please supply me with your name, address and a very brief background to inform the members.** You may email or drop off your information to me at the address below.

The position of director involves attending only 6 meetings a year, plus the Annual General Meeting and an occasional workshop. Naturally, there are other tasks which are performed by various officers in addition to attending meetings. **The majority of the meetings are held during late Fall to early Spring when we have more Owners in residence. However, provision has been made for participation by conference phone for those directors who reside elsewhere during the summer.**

We look forward to hearing from interested parties.

Thank You.

Norma Cortonesi, 513 6<sup>th</sup> St., Village Walk South, tuscaninn@bellsouth.net

VILLAGE WALK SOUTH HOA  
602 6<sup>th</sup> Avenue  
VERO BEACH, FLORIDA 32962

## **NOMINEE APPLICATION**

**FEBRUARY 11, 2016**

I would like to submit my name as a candidate for a position on the Board of Directors for Village Walk South HOA.

Service time would start March 17, 2016

NAME:

LOT #

ADDRESS:

PHONE:

EMAIL:

BACKGROUND INFORMATION OR RESUME:

SIGNATURE:

*Deadline for submittal is March 10, 2016*

Please submit to:

Debra Coburn  
Coburn & Company  
4235 5th Street  
Vero Beach, FL 32968

Email - [coburnandcompany@bellsouth.net](mailto:coburnandcompany@bellsouth.net)  
Phone- 772-299-7966  
Fax - 772-778-8996



**TO: VILLAGEWALK SOUTH OF VERO BEACH  
HOMEOWNERS ASSOCIATION, INC.**

**CONSENT TO RECEIVING NOTICES OF MEETING BY ELECTRONIC MEANS**

**I / We, the registered owners of the property described below, hereby consent to receiving notices of meeting, including directors' meetings, committee meetings, annual general meetings and special general meetings, by electronic transmission.**

**NAMES OF REGISTERED OWNERS: \_\_\_\_\_**  
\_\_\_\_\_

**ADDRESS OF PROPERTY IN VILLAGE WALK SOUTH:**

\_\_\_\_\_

**LOT NUMBER: \_\_\_\_\_**

**E-MAIL ADDRESS TO BE USED FOR SENDING NOTICES:**

\_\_\_\_\_

**Dated: \_\_\_\_\_**

\_\_\_\_\_  
**Signature of Registered Owner**

\_\_\_\_\_  
**Signature of Registered Owner**

**Village Walk South Homeowners Association, Inc.  
602 6<sup>th</sup> Avenue, Vero Beach, Florida 32962  
2016 Annual General Meeting  
Tuesday 6:00pm, March 17, 2016**

**BALLOT FORM  
Vote for Two**

**Norma Cortonesi**

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**Bill Mowerson**

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**Write in:**

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**Write in:**

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**Write in:**

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