

First Notice

Annual Election of Directors and the Annual Meeting of the Members of the Wiggins Bay Foundation, Inc.

In accordance with the Bylaws of the Association, Section 720, Florida Statutes, and Rule 61B-230021, Florida Administrative Code, you are hereby notified that the *Annual Election & Members Meeting* for the Association will be held at the following date, time and place.

Friday, March 22, 2019

9:00 A.M.

Tarpon Cove Yacht & Racquet Club

471 Bay Club Drive, Naples, FL

Enclosed with this Notice are the following items:

1. First Notice & Procedure for Qualifying for Board
2. Notice of Intent to be a Candidate for the Board
3. Candidate Information Sheet

**FIRST NOTICE OF DATE OF ANNUAL MEETING
AND BOARD ELECTION OF THE
WIGGINS BAY FOUNDATION, INC.
AND PROCEDURE FOR QUALIFYING FOR BOARD**

TO ALL MEMBERS:

On Friday, March 22, 2019, at 9:00 A.M., at the Tarpon Cove Yacht & Racquet Club, 471 Bay Club Drive, Naples, FL the Annual Meeting of the Association will be held for the purpose of electing directors and such other business as may lawfully be conducted. Subsequent to the "FIRST NOTICE" you will receive a "SECOND NOTICE OF THE ANNUAL MEETING" which will specify the agenda and advise you of other important information concerning the Annual Meeting and Election.

The purpose of this Notice is to advise you of the date, time and place of the Annual Meeting and the Election of the Board of Directors and to inform you of the process for qualifying for the Board. There will be two (2) seats open on the Board of Directors. The Directors term will be for three years.

QUALIFYING FOR THE BOARD

On or before February 10, 2019 you must give written notice; either by mail or in person, to the Association of your desire to run for the Wiggins Bay Foundation Board, please send to the Associations mailing address listed below:

**Wiggins Bay Foundation
c/o Towne Properties
1016 Collier Center Way, Suite 102
Naples, Florida 34110**

The enclosed "Notice of Intent to be a Candidate for the Board" may be used for that purpose.

You may submit an Information Sheet, no larger than 8 ½ inches by 11 inches, containing your qualifications and/or platform for office. This information sheet must be submitted to the Foundation on or before February 15, 2019.

The information sheet(s) and ballot will be mailed to voting members prior to the meeting in accordance with Florida Statutes and/or the Governing Documents of the Association.

DATE: January 18, 2019

By Order of the Board of Directors
Michael J. Towns, LCAM

**NOTICE OF INTENT TO BE
A CANDIDATE FOR THE BOARD OF DIRECTORS OF
THE WIGGINS BAY FOUNDATION, INC.**

I, _____, hereby place my name in nomination as a candidate for the Board of Directors the Wiggins Bay Foundation, Inc. I am/am not enclosing an Information Sheet about myself. I understand that I am responsible for the accuracy of the information contained in the Information Sheet.

Date: _____

Signature _____

(Please type or print your name)

THE WIGGINS BAY FOUNDATION, INC.

A Corporation Not-for-Profit

***CANDIDATE INFORMATION SHEET**

NAME: _____ UNIT NO. _____

PERMANENT ADDRESS:

EDUCATION:

PERSONAL BACKGROUND:

PRIOR CONDOMINIUM / HOMEOWNER EXPERIENCE:

COMMENTS ABOUT BOARD CANDIDACY:

*This is only a suggested form. You may submit your information in any form you choose, being sure to use only one side of an 8 1/2" x 11" sheet of paper. Your information sheet will be reproduced exactly as you submit it.

THE WIGGINS BAY FOUNDATION, INC.

PROOF OF MAILING AFFIDAVIT

STATE OF FLORIDA)

COUNTY OF COLLIER)

The undersigned Manager of the Association, being first duly sworn, deposes and says that the First Notice of Annual Meeting of the Members was mailed or hand delivered in accordance with the requirements of Florida Statutes to each unit owner at the address last furnished to the Association.

Mailing was witnessed by: _____

Dated this _____ day of _____, 20_____.

By: _____

Michael J. Towns, LCAM

The foregoing Affidavit was acknowledged before me this _____
day of _____, by _____

Notary Public