



Meeting of the Cable Transition Team

Wiggins Bay Foundation, Inc.

c/o Towne Properties
1016 Collier Center Way, Suite 102
Naples, FL 34110

Wiggins Bay Foundation is in the process of transitioning from Comcast to Summit for bulk television and internet. The Transition Team is a key element to successfully implement the next phases.

The Implementation Team consists of:

- WBF Board Members,
• the original Cable Committee, and now
• The Transition Team, which are representative(s) from each building and/or association.

The primary focus of this workshop is to inform and enlighten the Transition Team. Their job will be to answer questions and advise owners at the Association or Building level. The Transition Teams' purpose is to help make the transition as simple and easy as possible. The WBF BOD, Cable Committee, and Summit Broadband believe this is best accomplished at the Association and Building level.

The following posting is for the FIRST WORKSHOP OF THE TRANSITION TEAM. This meeting will focus on planning and answering questions focused on Transition Team issues.

Subsequent communications targeted to all owners and associations will follow, and information will be posted on the WBF web site soon.

NOTICE IS HEREBY GIVEN that a workshop of the WIGGINS BAY FOUNDATION TRANSITION TEAM will be held:

Date: Tuesday, February 4, 2014

Time & Place: 9 a.m - noon @ Tarpon Cove Yacht and Racquet Club

WORKSHOP AGENDA

- 1. Call to order. Proof of Notice. Roll Call. Pledge of Allegiance
2. Transition Team Planning
3. Adjournment.

Workshops

A workshop provides an opportunity for this team and the Board of Directors to meet, to discuss issues in more depth, and to plan for the successful transition to the new cable system. A workshop is not the same as a meeting of the Board of Directors, as there is no detailed agenda, no quorum is needed, no motions, votes, authorizations nor appropriation of funds will occur. Those actions are taken at Board of Director meetings only.