



2 Sea Colony Drive  
Palm Coast, FL 32137  
386-445-5838

February 3, 2019

**RE: First Notice of Annual Membership Meeting**

Dear Sea Colony Homeowner:

**The Annual Membership Meeting will be held April 4<sup>th</sup>, 2019 at 7:00 p.m. at the Sea Colony Clubhouse, 2 Sea Colony Drive, see the enclosed Meeting Notice.**

**Candidates for the Board of Directors:** There are currently three (2) positions available. Any eligible person desiring to become a candidate for election to the board shall provide written notice (with signature) to the Sea Colony Home Owners Association at the address provided herein by one of the following methods:

1. Personal delivery to the SCHOA office, M-F from 9:00a.m.-4:30 p.m.
2. Certified mail via 2 Sea Colony Drive, Palm Coast, FL 32137
3. Regular U.S. mail, 2 Sea Colony Drive, Palm Coast, FL 32137
4. Email via [seacolonyhoaoffice@gmail.com](mailto:seacolonyhoaoffice@gmail.com)
5. Emailed to Jim Roche Association Manager at [jroche@lelandmanagement.com](mailto:jroche@lelandmanagement.com)
6. Drop off in slot of the office door.

Attached is a candidate sheet that must be completed, signed and submitted as described above. To be considered as a candidate, sheets must be returned no **later than February 25, 2019**. **Candidate sheets will not be accepted after February 25<sup>th</sup>, 2019**

**If a present Board member whose term is expiring desires to re-apply as a candidate, they must submit a candidate sheet as well.** A second notice of the Membership meeting with a proposed agenda will be mailed after the Candidate sheet deadline.

The person desiring to be a candidate will receive a written receipt acknowledging delivery of the written notice.

**Proxy:** Also attached is a proxy. The proxy will be used in establishing a quorum. In the event you are unable to attend the meeting please complete the enclosed proxy and return it in the envelope provided. You may also give your proxy to a member who will be attending the meeting.

If you have any questions, please do not hesitate to contact me at [jroche@lelandmanagment.com](mailto:jroche@lelandmanagment.com) or 904-420-0175.

Jim Roche LCAM  
Association Manager