

NOTICE OF SPECIAL MEETING OF BOARD AND THE MEMBERSHIP OF KEY WEST GOLF CLUB HOMEOWNERS' ASSOCIATION, INC

On **JUNE 19, 2023**, at **6:00 P.M.**, at the **HOA CLUBHOUSE OFFICE (74 GOLF CLUB DRIVE, KEY WEST, FL 33040)** and **VIA ZOOM***, a Special Meeting of the Membership will be held for the purpose of approving a Special Assessments. The agenda for the Meeting will be as follows:

1. Calling of the roll and certifying of quorum.
2. Proof of notice of meeting.
3. Reading and disposal of any unapproved minutes.
4. New business – Vote to a onetime special assessment of \$285,000.00 to cover the cost of waste removal associated with the failure of the lift pump and to replenish the reserve funds used for that purpose.
5. Adjournment.

IN ORDER TO CONDUCT THE BUSINESS AT THE SPECIAL MEMBERSHIP MEETING, A QUORUM OF THE MEMBERSHIP OF THE ASSOCIATION MUST BE PRESENT IN PERSON OR BY PROXY. IT IS THEREFORE VERY IMPORTANT THAT YOU SUBMIT YOUR LIMITED PROXY/BALLOT BY MAIL, SCAN, OR HAND-DELIVERY BEFORE THE MEETING. IF YOU ATTEND BY ZOOM YOU MUST STILL CAST YOUR LIMITED PROXY/BALLOT PRIOR TO THE MEETING.

***PARTICIPATION AT MEETING**

The meeting will be conducted in person and by zoom. However, it is intended that the members get in their votes before the meeting and that attendance in person is not the goal. You may attend by Zoom, and information is provided for you to participate in that manner. **However, it is extremely important that you understand that your vote must be by returning your Limited Proxy/Ballot or by bringing it to the meeting.** The following information will allow you to access the meeting by Zoom:

Zoom Info:

<https://us02web.zoom.us/j/88940914850?pwd=N3ZOZjM3NS9SSUJJYnhmYU14MXVZZz09>

Meeting ID: 889 4091 4850

Passcode: 245579

VOTING BY LIMITED PROXY/BALLOT

A Limited Proxy/Ballot has been provided to allow you to vote on the special assessment. If you cannot attend the meeting, this document may be utilized as a Proxy. If the Limited Proxy/Ballot will be used as a Proxy, it must be filed with the Association before the appointed time of the meeting. It will be presumed that you wish for the Secretary of the Association to be your proxyholder to the extent you do not designate a proxyholder, or to the extent your designated proxyholder is not present in person at the meeting. Your Limited Proxy/Ballot should be returned by US mail, scan and email, or in person with sufficient time to make sure it is received before the meeting. If you plan to attend the meeting in person, you may use the Limited Proxy/Ballot as your ballot at the meeting. Additional Limited Proxy/Ballots will be available at the meeting. **Even if you participate remotely, you must return your Limited Proxy/Ballot for your vote to count.**