

NOTICE OF MEMBERS MEETING

## SECOND NOTICE

NOTICE IS HEREBY GIVEN, in accordance with the By-Laws of the Association, that the Annual Meeting of Members of The Jupiter Reef Club Condominium Owners Association will be held at the following date, time, and place.

DATE: April 7, 2015
TIME: 5:00 PM
PLACE: American Legion Post 271 Building
775 US Highway \#1
Tequesta, FL 33469

## AGENDA

(In accordance with section 216 of the By-Laws)
I. Call to Order
II. Roll Call, Certification of proxies, establishment of quorum
III. Proof of Notice of Meeting or Waiver of Notice
IV. Reading and Approval of Minutes
V. Reports of Officers
VI. Reports of Committees
[There will be a pause in the meeting of approximately 90 minutes as the votes are counted.]
VII. Election Results
VIII. Unfinished Business
IX. New Business
X. Adjournment

## Organizational Meeting

Immediately following adjournment, the new board of directors will meet briefly to elect officers and schedule the $1^{\text {st }}$ meeting for the coming year.

Dear Owners,
It is very vital that each and every owner participates in the Annual Meeting. An owner can either attend the meeting in person or send in a Proxy by mail. The meeting can only take place if a quorum exists. If a quorum is not met, the association must bear the high cost of holding another meeting.

All ballots must be turned in by 5:00 pm April $7^{\text {th }} 2015$. No ballots can be accepted after this time. Therefore, even if you plan to attend the meeting it is suggested that you mail us your proxy as opposed to bringing it with you to the meeting.

## Completing the Proxy

A. Regardless Of the number of units you own, you will receive one proxy.
B. If you want a specific person to act on your behalf, you will need to place that person's name at the top of the proxy
C. If you do not designate a specific person the president will vote on your behalf
D. You must fill in all of you unit number(s) and week(s) owned.
E. In order for your proxy to count, your signatures must be legible or print your name below your signature.

## Election for the Board of Directors

There will be three positions open for the April $7^{\text {th }}, 2015$ election. The new board will be confirmed at the Annual meeting. Please see the ballot sheet for further instructions.

## Completing the Envelopes

A. Carefully complete your proxy.
B. Place the proxy inside of the small proxy return envelope and mail it back to the club. Please mail it separately from your ballot.
C. Please follow the instructions on the ballot sheet to complete and return the ballot.

Thank you for your cooperation. If you wish to attend the Annual Meeting in person, please arrive early, as you will be required to sign in at the front door. In order to start the meeting on time and for your convenience, the doors will open at 4:30pm.

Best Regards, Management


# Proposed Annual Budget <br> May 1, 2015 - April 30, 2016 

## Dear unit owners,

Attached, for your review and consideration, is the proposed annual budget for the fiscal year beginning on May 1, 2015.

An increase in dues of \$17-\$19 per unit is anticipated. For more information, please see the enclosed "Seawall Update Letter", and/or visit jupiterreefclub.org/seawall .

Please review the proposed budget and forward any questions, suggestions or comments to our manager, at the office by mail or e-mail:

Manager@jupiterreefclub.org. You may call the office, but correspondence is preferred via e-mail or post.

## NOTICE OF BUDGET MEETING

The Board of Directors has scheduled a meeting to approve the attached proposed budget. The meeting will be held on Monday April $6^{\text {th }}, 2015$ at 6:00pm at the Jupiter Reef Club, 1600 S. A1A Jupiter Florida 33477

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## Seawall Update Letter

## 3/7/15

Hello fellow owners,
My name is JoAnn Rother, and I am Vice-President at Jupiter Reef Club (JRC). President Mike Furfaro resigned recently, leaving me to handle some affairs at the Association. Having been Vice-President for five months and Director for three years, I have been involved in discussions and decisions concerning the seawall.

The most compelling news I need to report concerns the deteriorating seawall. JRC has experienced many damaging storms over the past few months. In the fall of 2014, there was severe damage to the South end of the wall. There was a remarkable breach. We were able to repair it before greater damage to the units occurred. More recently, we have had a couple of areas where bricks on the upper deck caved in due to eroding backfill. We are in the process of making those necessary repairs. We have had an engineering firm make recommendations for additional repairs for suspected areas of weakness. We have transferred money from other reserve accounts to pay for the damaged areas as well as fund the projected areas of weakness.

In the enclosed proposed budget, we have stipulated what we believe is a reasonable budgetary response to our current situation. The budget does call for an increase of $\$ 17-\$ 19$ per unit for the 2015-16 year, due to a revised, and presumably more accurate, replacement cost of the seawall based on a recent report from a licensed engineer. This is about $\$ 8$ more per year that owners spent five years ago. We have been very fortunate to have dropped dues over the past few years and still have enough money to cover repairs.

As rapidly as we can, we are in process of evaluating, thoroughly, the best course of action. We have learned that the wall is very likely $50-60$ years old. We know there are substantial structural deficiencies. And, we need to address the issue of repair versus replace. We do have several thousands of dollars set aside for the projected repairs. JRC needs to decide whether that money is better spent on repairs to the old wall or as partial payment for a new wall. If we do recommend a new wall, the additional money would require an assessment. I cannot tell you how much that assessment might be, because I do not know. The very preliminary data suggests that it might be in the area of $\$ 600-\$ 1000$ per unit.

What I can and will do is commit myself to getting as much good data as I can and to keeping all owners fully informed. As I write this letter to you, Hanson Akerman is preparing a more comprehensive report of the seawall issues on the JRC website: jupiterreefclub.org/seawall. What I can and will do is ensure routine and frequent reporting on the website, starting now. Please visit both the seawall and the owners sections on the website.

JoAnn Rother<br>Vice President<br>Jupiter Reef Club Condominium Owners Association

(561) 747-7788

1600 S A1A
Jupiter, FL 33477

## JUPITER REEF CLUB CONDOMINIUM ASSOCIATION, INC.

## BUDGET FOR THE FISCAL YEAR

BEGINNING MAY 1, 2015 ENDING APRIL 30, 2016


## REVENUES

ASSESSMENTS (SCHEDULE 1)

| MAINTENANCE FEES | 687,544 | 401,824 | 688,841 | 635,339 | 402 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| RESERVE | 188,059 | 109,701 | 188,059 | 266,574 | 169 |
| RESERVE INTEREST INCOME | 300 | 80 | 138 | 1,600 | 1 |
| TAXES | 95,000 | 56,258 | 96,442 | 95,000 | 60 |
| ADMINISTRATIVE FEES | - | - | - | - | 0 |
| ESTOPPEL LETTER FEE | 5,500 | 6,450 | 8,000 | 5,500 | 3 |
| BAD DEBT RECOVERY | - | - | - | - | 0 |
| RENTAL COMMISSIONS | 120,000 | 57,817 | 120,000 | 120,000 | 76 |
| RENTAL INCOME | 12,500 | 11,982 | 12,500 | 12,500 | 8 |
| INTEREST INCOME | 100 | - | - | 200 | 0 |
| LATE CHARGES | 6,000 | 6,800 | 6,800 | 6,000 | 4 |
| VENDING INCOME |  | - | - |  | 0 |
| GAIN(LOSE) SALE OF UNITS | 3,000 | 7,900 | 7,900 | 3,000 | 2 |
| RETAIL SALES | 2,000 | 582 | 1,500 | 2,000 | 1 |
| OTHER INCOME | 3,000 | 2,298 | 3,000 | 3,000 | 2 |
| EXCESS REVENUES CARRYOVER TO REDUCE BUDGET | - | - | - | - | 0 |
| Total Income | 1,123,003 | 661,692 | 1,133,180 | 1,150,713 | 728 |

## SALARIES AND BENEFITS

| ADMINISTRATIVE SALARIES | 111,000 | 69,606 | 119,325 | 117,400 | 74 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| MAINTENANCE SALARIES | 68,000 | 46,160 | 75,500 | 68,000 | 43 |
| HOUSEKEEPING SALARY | 35,000 | 14,216 | 22,250 | 22,500 | 14 |
| MAIDS SALARIES | 45,000 | 28,475 | 48,814 | 48,000 | 30 |
| MAINTENANCE WEEKS SALARIES | - |  | - | - | 0 |
| LAWN MAINTENANCE SALARIES | 26,000 | 17,677 | 30,304 | 28,000 | 18 |
| EVENING CLERKS SALARIES | 31,000 | 16,295 | 30,000 | 31,000 | 20 |
| TEMPORARY LABOR | 500 | - | - | 500 | 0 |
| EMPLOYEE BONUS | 4,000 | - | 5,460 |  | 0 |
| EMPLOYEE HEALTH INSURANCE | 2,400 | 1,400 | 1,400 |  | 0 |
| PAYROLL TAXES | 30,372 | 19,940 | 34,183 | 30,717 | 19 |
| PAYROLL PROCESSING FEES | 900 |  | - | - | 0 |
|  | 354,172 | 213,769 | 367,236 | 346,117 | 219 |

## ADMINISTRATIVE EXPENSES

| ADVERTISEMENT | 1,350 | 1,248 | 1,800 | 1,500 | 1 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| WEB-SITE EXPENSE | 1,750 | 336 | 576 | 1,750 | 1 |
| BOOKKEEPING | 16,800 | 4,735 | 4,735 |  | 0 |
| ACCOUNTING FEES | 4,000 | 2,050 | 3,515 | 4,000 | 3 |
| AUDIT FEES | 7,000 | 7,500 | 7,500 | 7,000 | 4 |
| AUTO EXPENSE AND ALLOWANCE | - | - | - |  | 0 |
| BANK \& CREDIT CARD FEES | 17,000 | 9,977 | 17,104 | 17,000 | 11 |
| PENALITIES | - | - | - | - | 0 |
| COMPUTER SUPPORT \& SOFTWARE | 3,000 | 1,200 | 2,057 | 2,500 | 2 |
| DUES \& SUBSCRIPTIONS | 800 | - | - |  | 0 |
| EQUIPMENT \& STORAGE RENT | 4,000 | 2,166 | 3,713 | 3,000 | 2 |
| LEGAL \& COLLECTION FEES | 7,000 | 6,177 | 20,000 | 10,000 | 6 |
| LEGAL FEES FORECLOSURES | 5,000 | - | - | 10,000 | 6 |
| OTHER PROFESSIONAL FEES | - | - | - | - | 0 |
| OFFICE SUPPLIES \& EXPENSES | 6,000 | 3,055 | 5,237 | 6,000 | 4 |
| POSTAGE \& DELIVERY EXPENES | 3,500 | 1,189 | 4,000 | 3,500 | 2 |
| PRINTING | 1,100 | - | 1,500 | 1,100 | 1 |
| OTHER ADMINISTRATIVE SERVICES | 2,000 | 2,658 | 3,750 | 2,000 | 1 |
| PROMOTIONAL EXPENSES | 3,500 | 1,678 | 2,877 | 3,500 | 2 |
|  | 83,800 | 43,969 | 78,364 | 72,850 | 46 |

## UTILITIES

| ELECTRIC | 43,000 | 21,213 | 36,365 | 43,000 | 27 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| GAS | 25,000 | 11,492 | 26,500 | 25,000 | 16 |
| WATER/SEWER | 20,000 | 14,498 | 24,854 | 20,000 | 13 |
| TELEPHONE | 8,000 | 3,006 | 5,153 | 8,000 | 5 |
| TRASH REMOVAL | 7,000 | 4,120 | 7,063 | 7,100 | 4 |
| CABLE TV/TELEPHONE | 21,060 | 12,210 | 20,931 | 21,060 | 13 |
| FIRE ALARM | 3,250 | - | 3,250 | 3,250 | 2 |
| TELEPHONE REPAIR/MAINTENANCE | 1,200 | 94 | 350 |  | 0 |
|  | 128,510 | 66,633 | 124,466 | 127,410 | 81 |

## MAINTENANCE EXPENSES

| AIR CONDITIONING MAINTENANCE | 6,000 | 6,610 | 8,000 | 6,000 | 4 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| AUTO EXPENSE AND ALLOWANCE |  | - | - |  | 0 |
| RESTORATION SERVICE | 2,500 |  | - | 2,500 | 2 |
| CLEANING SUPPLIES | 19,000 | 9,592 | 17,500 | 19,000 | 12 |
| EXTERMINATION | 7,500 | 2,951 | 5,060 | 6,000 | 4 |
| GAS GRILLS | - |  | - | - | 0 |
| GENERAL REPAIRS \& MAINTENANCE | 85,000 | 42,852 | 70,000 | 70,000 | 44 |
| ICE MACHINE RENTAL | - | - | - | - | 0 |
| IRRIGATION MAINTENANCE CONTRACT | - | 733 | 1,257 |  | 0 |
| IRRIGATION MAINTENANCE REPAIRS | 1,000 | 94 | 162 |  | 0 |
| LAWN FERTILIZATION | - | - | - | - | 0 |
| POOL \& PATIO FURNITURE REPAIRS | 3,500 | 884 | 884 | 1,000 | 1 |
| POOL MAINTENANCE CONTRACTS | 6,000 | 3,820 | 6,549 | 6,000 | 4 |


| POOL REPAIRS \& SERVICE | 6,000 | 3,275 | 5,614 | 6,000 | 4 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| LAWN MAINTENANCE CONTRACT | - |  | - | - | 0 |
| LANDSCAPE IMPROVEMENTS | 2,000 | 316 | 316 |  | 0 |
| WINDOW \& EXTERIOR MAINTENANCE | - |  | - | - | 0 |
| END OF FY 2013-2014 PURCHASES |  | 40,889 | 22,889 |  | 0 |
| OUTDOOR LIGHTING | 4,000 |  | - | - | 0 |
|  | 142,500 | 112,016 | 138,231 | 116,500 | 74 |

## INSURANCE:

| PROPERTY | 60,000 | 32,941 | 56,470 | 60,000 | 38 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| GENERAL | 6,000 | 2,061 | 3,533 | 6,000 | 4 |
| DIRECTORS LIABILITY | 2,000 | - | - | 2,000 | 1 |
| WORKERS' COMPENSATION | 11,000 | 5,766 | 12,000 | 11,000 | 7 |
| PROPERTY TAXES |  |  |  |  | 0 |
| REAL ESTATE TAXES | 95,000 | 56,175 | 96,300 | 95,000 | 60 |
| TANGIBLE PERSONAL PROPERTY | 4,000 | - | - | 4,000 | 3 |
| TAXES AND LICENSES OTHER | - |  | - | - | 0 |
| BAD DEBT | 20,000 | - | 20,000 | 20,000 | 13 |
| DIVISION FEES | 3,162 | 3,162 | 3,162 | 3,162 | 2 |
| STORM DAMAGES | 3,000 | - | - | 3,000 | 2 |
| RETAIL PURCHASES | 2,000 | 880 | 1,509 | 2,000 | 1 |
| DEPRECIATION | 15,000 | 4,568 | 7,831 | 8,000 | 5 |
| INCOME TAXES | 2,500 | - | 5,000 | 5,000 | 3 |
| STAFF UNIFORMS | 1,500 | 1,069 | 1,750 | 1,500 | 1 |
| REIMBURSEMENTS | - |  | (752) | - | 0 |
| SECURITY EXPENSE | - | 318 | 545 | 600 | 0 |
|  | 225,162 | 106,940 | 207,555 | 221,262 | 140 |
| TOTAL EXPENDITURES | 934,144 | 543,328 | 915,852 | 884,139 | 559 |

## CAPTIAL EXPENDITURES

LAUNDRY EQUIPMENT
OTHER CAPITAL EQUIPMENT

| - | - | - | - |
| ---: | ---: | ---: | ---: |
| - | - | - | - |
|  |  |  |  |
|  |  |  |  |
|  | 543,144 |  |  |



REAL ESTATE TAXES/UNI

UNIT/WEEKS

TAXES/UNIT WEEK

ROUNDING

TOTAL TAXES

MAINTENANCE FEES
TOTAL BUDGET
PERCENTAGE

SUMMARY:
MAINTENANCE FEE
REAL ESTATE TAXES

PRIOR YEAR'S ACTUAL M\&T
MAINTENANCE FEE
REAL ESTATE TAXES
SPECIAL ASSESSMENT

INCREASE (DECREASE) FEES

CALCULATIONS VERIFIED

TOTAL UNITS
MAINTENANCE

BILLING COMPUTATION FISCAL YEAR 4/30/16
A UNITS 1 BEDROOM 2 BEDROOM
$4,100.00 \quad 2,500.00 \quad 4,100.00$

| 51 | 51 | 51 |
| ---: | ---: | ---: |
| 80.39 | 49.02 | 80.39 |
|  |  |  |
| -0.39 | -0.02 | -0.39 |


|  | -0.39 | -0.02 | -0.39 |
| :---: | :---: | :---: | :---: |
|  |  |  |  |


|  | 2015-2016 |  |  |
| ---: | ---: | ---: | ---: |
| 902,566 | 557.86 | 557.86 | 605.63 |
|  | 0.000618083 | 0.000618083 | 0.000671009 |


| 558.00 | 558.00 | 606.00 |
| ---: | ---: | ---: |
| 80.00 | 49.00 | 80.00 |
| $\mathbf{6 3 8 . 0 0}$ | $\mathbf{6 0 7 . 0 0}$ | $\mathbf{6 8 6 . 0 0}$ |


|  | 2014-2015 |  |  |  |
| ---: | ---: | ---: | :---: | :---: |
| 541.00 | 541.00 | 587.00 |  |  |
| 80.00 | 49.00 | 80.00 |  |  |
| - | - | - |  |  |
| 621.00 | 590.00 | 667.00 |  |  |

$17.00 \quad 17.00 \quad 19.00$

| 153 | 969 | 459 | TOTAL |
| ---: | ---: | ---: | ---: |
| $85,374.00$ | $540,702.00$ | $278,154.00$ | $904,230.00$ |
| $12,240.33$ | $47,480.62$ | $36,720.99$ | $96,441.94$ |
| $97,614.33$ | $588,182.62$ | $314,874.99$ | $1,000,671.94$ |

## JUPITER REEF CLUB CONDOMINIUM ASSOCIATION, INC.

BUDGET FOR THE FISCAL YEAR
BEGINNING MAY 1, 2015 ENDING APRIL 30, 2016
SALARIES

ADMINISTRATIVE SALARIES
MANAGER
BOOKKEEPER
GUEST SERICES MGR
OFFICE ASSISTANTS

| PROPOSED |  |  |
| :---: | :---: | :---: |
| AVERAGE |  | SUTA/FUTA |
| INCREASE | FICA .0765 | 0.054 |

HOUSEKEEPING SALARIES
housekeeper
MAIDS SALARIES

MAINTENANCE SALARIES
MAINTENANCE MAN 1
ASSISTANT MAINTENANCE/PORTER
ASSISTANT MAINTENANCE/PORTER

EVENING CLERK SALARIES
EVENING CLERKS (2 PT)

LAWN MAINTENANCE SALARY

EMPLOYEE CHRISTMAS BONUS

TOTAL SALARIES

## JUPITER REEF CLUB CONDOMINIUM OWNERS' ASSOCIATION --BUDGET FOR THE FISCAL YEAR

## BEGINNING MAY 1,2015 ENDING APRIL 30, 2016

reserve account analysis and budget

|  | BEGINNING <br> BALANCE <br> 4/30/2014 | 2014-2015 <br> RESERVE <br> BUDGET | $\begin{gathered} \text { INTERE } \\ \text { ST } \\ \text { EARNED } \\ 11 / 30 / 20 \\ 14 \end{gathered}$ | $\begin{gathered} \text { EXPENDITUR } \\ \text { ES } \\ 11 / 30 / 2014 \\ \hline \end{gathered}$ | $\begin{gathered} \text { RECLA } \\ \mathrm{SS} \\ \hline \end{gathered}$ | $\begin{gathered} \text { PROJECTED } \\ \text { EXPENDITUR } \\ \text { ES } \\ \hline \end{gathered}$ | INTERIOR COMMITTEE <br> TRANSFER APPRVD by BOD 2 -14-15 | ESTIMATED <br> ENDING | USEF UL <br> LIFE | $\begin{aligned} & \text { REMAINI } \\ & \text { NG } \end{aligned}$ | ESTIMATEDREPLACEMENTCOST | TOTAL <br> RESERVE REQUIREME NT | CURRENT <br> FUNDING REQUIREME NT | BUDGET <br> 2014-2015 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | BALANCE |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | 4/30/2015 |  |  |  |  |  |  |
| ROOF REPLACEMENT | 90,658 | 15,500 | 8.56 |  |  |  |  | 106,166.56 | 50 | 17 | 367,000.00 | 260,833.44 | 15,343.14 | 15,500.00 |
|  |  |  | - |  |  |  |  |  |  |  |  |  |  |  |
| building painting | 10,151 | 1,000 | 0.96 |  |  |  |  | 11,151.96 | 7 | 2 | 13,000.00 | 1,848.04 | 924.02 | 1,000.00 |
| electrical reserve | 46,489 | 12,000 | 4.39 |  |  |  |  | 58,493.39 | 40 | 1 | 58,000.00 | (493.39) | (493.39) | - |
| LAUNDRY ROOM |  | 5,000 | - |  |  |  |  | 5,000.00 | 10 | 9 | 50,000.00 | 45,000.00 | 5,000.00 | 5,000.00 |
| PLumbing reserve | 4,768 | 2,500 | 0.45 |  |  |  |  | 7,268.45 | 50 | 17 | 45,000.00 | 37,731.55 | 2,219.50 | 2,500.00 |
| PAVING \& RESURFACING | 23,235 | - | 2.19 |  |  |  |  | 23,237.19 | 20 | 2 | 22,000.00 | $(1,237.19)$ | (618.60) | - |
| INTERIOR REPLACEMENT | 353,032 | 60,000 | 33.33 | (1,618.48) | 99.96 | (4,616.22) | (232,000.00) | 174,930.59 | VAR | VAR | 587,000.00 | 412,069.41 | 119,189.88 | 119,189.88 |
| POOL \& PATIO FURNITURE | 14,450 | 6,000 | 1.36 | - |  | $(18,000.00)$ |  | 2,451.36 | 10 | 10 | 26,000.00 | 23,548.64 | 2,354.86 | 2,500.00 |
| AIR CONDITIONING REPLACEMENT | 6,733 | 15,000 | 0.64 | (4,718.00) |  | (2,850.00) |  | 14,165.64 | 16 | 13 | 144,000.00 | 129,834.36 | 9,987.26 | 10,000.00 |
| SEAWALL RESERVE | 160,766 | 48,000 | 15.18 | (16,796.00) |  | (205,000.00) | 232,000.00 | 218,985.18 | 35 | 15 | 1,535,000.00 | 1,316,014.82 | 87,734.32 | 87,734.32 |
| WINDOWS \& SLIDERS | 68,292 | 9,500 | 6.45 | - |  |  |  | 77,798.45 | 40 | 27 | 335,000.00 | 257,201.55 | 9,525.98 | 9,750.00 |
| PATIO RESURFACING | 55,279 | 7,900 | 5.22 | - |  |  |  | 63,184.22 | 25 | 18 | 205,000.00 | 141,815.78 | 7,878.65 | 7,900.00 |
| BUILDING SIDING | 6,137 | 4,000 | 0.58 | - |  |  |  | 10,137.58 | 30 | 28 | 120,000.00 | 109,862.42 | 3,923.66 | 4,000.00 |
| POOL RESURFACING | 11,407 | 1,659 | 1.08 |  |  |  |  | 13,067.08 | 10 | 9 | 25,000.00 | 11,932.92 | 1,325.88 | 1,500.00 |
|  | 851,397 | 188,059 | 80.38 | (23,132.48) | 99.96 | (230,466.22) |  | 786,037.64 |  |  | 3,532,000.00 | 2,745,962.36 |  | 266,574 |




## GENERAL PROXY - JUPITER REEF CLUB CONDOMINIUM OWNERS ASSOCIATION PAGE 1 OF 2

The undersigned, owner(s) or designated voter of unit/weeks: (Please list all unit/weeks)
in JUPITER REEF CLUB CONDOMINIUM, appoints

## (PRINT NAME OF PROXY HOLDER) <br> (IF NONE DESIGNATED, THEN THE ASSOCIATION PRESIDENT SHALL SERVE AS PROXY)

as my proxy holder to attend the meeting of the members of JUPITER REEFCLUB CONDOMINIUM ASSOCIATION, INC. , to be held on April 7, 2015 at 5:00 P.M; at 775 US Highway \#1 Tequesta, FL 33469. The proxy holder named above has the authority to vote and act for me to the same extent that I would if personally present, with power of substitution, except that my proxy holder authority is limited as indicated below:

GENERAL POWERS (You may choose to grant general powers. Check "General Powers" if you want your proxy hold to vote issues which might come up at the meeting and for which a limited proxy is not required).
$\ldots$ _I authorize and instruct my proxy to use his or her best judgment on all other matters which properly come before the meeting and for which a general power may be used.

DATE: $\qquad$
$\qquad$
$\qquad$

SIGNATURE(S) of OWNER(S) OR DESIGNATED VOTER

NOTE: THIS PORTION IS NOT TO BE COMPLETED BY THE UNIT OWNER. IT IS ONLY TO BE USED IF THE APPOINTED PROXY HOLDER IS UNAVAILABLE.

## SUBSTITUTION OF PROXYHOLDER

The undersigned, appointed as proxyholder above, designates $\qquad$ to
substitute for me in voting the proxy as set forth above.

## Signature of proxyholder



## Page 2 of 2

## THIS PROXY IS REVOCABLE BY THE UNIT OWNER AND IS VALID ONLY FOR THE MEETING FOR WHICH IT IS GIVEN AND ANY LAWFUL ADJOURNMENT. IN NO EVENT IS THE PROXY VALID FOR MORE THAN 90 DAYS FROM THE DATE OF THE ORIGINAL MEETING FOR WHICH IT WAS GIVEN.

A person who has been suspended or removed by the division under this chapter, or who is delinquent, in the payment of any fee, or special or regular assessment as provided in paragraph ( n ), is not eligible for board membership. A person who has been convicted of any felony, in the state or in a United States District or Territorial Court, or who had been convicted of any offense in another jurisdiction, which would be considered a felony, if committed in this state, is not eligible for board membership unless such felon(s) civil rights have been restored, for a least five (5) years, as of the date such person seeks election to the board. The validity of an action by the board is not affected, if it is later determined that a board member is ineligible for the board membership due to having been convicted of a crime.

Within ninety (90)days after being elected or appointed to the board, each newly elected or appointed director shall certify to the Secretary of the association, that he or she has read the association(s) Declaration of Condominium, Articles of Incorporation, Bylaws, and current written policies, that he or she will work to uphold such documents and policies to the best of his or her ability; and that he or she will faithfully discharge his or her fiduciary responsibility to the association's members. In lieu of the written certification, within ninety (90) days after being elected or appointed to the board, the newly elected or appointed director may substitute a certificate of having satisfactorily completed the educational curriculum administered by the division-approved condominium education provider within one (1) year or ninety (90) days after the date of election or appointment.

Upon receipt by the association, no ballot may be rescinded or changed.


## BALLOT SHEET

There are three positions open for the Board of Directors at The Jupiter Reef Club. Those who are elected will serve two year terms beginning April $7^{\text {th }}$, 2015. Listed below is a list of 7 candidates running for those openings and their candidate sheets are attached for your review and consideration.

## Please remember,

If you choose more than 3 candidates, your vote will not be counted. Write-in candidates are not permitted, and will also void your vote. Indicate below your three selections. Once completed, place this ballot sheet in the envelope simply marked "Ballot", seal it, and return it in the mailing envelope provided. The mailing envelope requires that unit owners sign the front, and indicate all weeks/units owned. All ballots must be received by April 7, 2015 at 5:00pm. There is a smaller enveloped marked "Proxy" included in the mailing, which should only be used to return the proxy separately, and is not related to the voting/ballot process.
$\qquad$ Ruth Feigh
$\qquad$ John Flanagan
$\qquad$ James Hoyt
$\qquad$ Dennis Lyndon
$\qquad$ Beth Middendorf
$\qquad$ Thomas Pine
$\qquad$ JoAnn Rother


[^0]:    Note: To view the audit for Fiscal Year 2013-2014, or to download this entire packet in PDF format, please visit: jupiterreefclub.org/main/boardmeetings . You are also always welcome to contact the office.

