




November 4, 2018

To: All Unit Owners
Forest Lakes of Cocoa Condominium Association, Inc.

From: Phyllis Holmes
President 

Subject: (1) Election – Board of Directors – 2019
(2) Official First Notice of Election from Board Secretary
(3) Copy of Resolution – Estoppel Certificate Preparation
Approved by Board of Directors – October 8, 2018

The election date to fill five (5) vacancies on the Board of Directors is fast approaching. The terms of five directors, (Holmes, Reid, Rissler, Somerville, Westerbeke) will expire at the time of our next annual meeting (January 2, 2019).

We encourage you to become involved in the community either by submitting your name as a candidate for the Board or by serving on one of the various committees. We are fortunate, indeed, to have many unit owners who have the experience and knowledge to assist in the day to day administration/operation of our community. Fresh ideas and input are always welcome.

Any unit owner desiring to be a candidate for the Board of Directors must give written notice to the Secretary of the Association on or before November 24, 2018 (not less than 40 days prior to the election).

Further, if a candidate so desires, he/she may submit a personal data sheet (one side of an 8 ½ x 11" sheet of paper) describing their background, education, work experience or any other information deemed relevant. This personal data sheet must be submitted to the Association Secretary on or before November 29, 2018 so that it can be included in the voting package.

As always, your cooperation and support is appreciated. We trust that you will take just a few minutes to reflect on the many aspects of the administration and oversight of Forest Lakes and make plans today to become more active in our Community.

Lastly, enclosed is an informational copy of the recently adopted (October 8, 2018) Resolution regarding Estoppel Certificate Preparation.

PCH:h

Enclosure - Official First Notice of Election from Association Secretary
Informational Copy of Resolution – Estoppel Certificate Preparation

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