

**AFFIDAVIT OF MAILING OR HAND DELIVERING
OF NOTICE TO UNIT OWNERS**

**STATE OF FLORIDA
COUNTY OF PINELLAS**

BEFORE ME personally appeared, **GLORIA REED** and **LISA ACKER** who after being duly sworn, deposes and says that Notice of the **ANNUAL MEETING & ELECTION OF DIRECTORS AND BUDGET ADOPTION** for **PARKWOOD SQUARE APTS B**, to be held **TUESDAY, DECEMBER 9, 2025, at 5:00 PM** on site in the COURTYARD were emailed, mailed, or hand delivered in accordance with applicable law. The Notices were mailed, or hand delivered to each unit owner at the address last furnished to the Association, as such address appears on the books of the Association. (Copy Attached)

PARKWOOD SQUARE APTS B

BY: Gloria Reed, LCAM
GLORIA REED, Licensed Community Manager

BY: Lisa Acker
LISA ACKER, Administrative Assistant

**STATE OF FLORIDA
COUNTY OF PINELLAS**

Sworn to and subscribed before me this 10th day of November, 2025, by
by **GLORIA REED**, as Community Manager, and **LISA ACKER**, as Administrative Assistant of
PARKWOOD SQUARE APTS B, a Florida not-for-profit corporation.

Personally Known ✓ or

NOTARY PUBLIC – STATE OF FLORIDA

Produced Identification _____

Type of Identification _____

Sign Corey Palmer

Print Corey Palmer



PARKWOOD SQUARE APTS B

SECOND NOTICE OF ANNUAL MEETING, ELECTION OF DIRECTORS AND BUDGET ADOPTION MEETING

To All PARKWOOD SQUARE APTS B Members,

The ANNUAL MEETING of PARKWOOD SQUARE APTS B will be held at the following DATE, TIME, and LOCATION:

- DATE / TIME: TUESDAY, DECEMBER 9, 2025, at 5:00 PM
- LOCATION: PARKWOOD SQUARE APTS B – COURTYARD
(In case of bad weather, the meeting will be held in Unit 108)

Enclosed with this notice is the Agenda for the Annual Meeting, and a Proxy which will help establish a quorum and represent your vote on business that may arise. The Annual Meeting of the Association will be held for the purpose of voting on the election of directors and conducting such other business as may lawfully be conducted.

This year the number of candidates running for the Board does not exceed the number of vacancies that exist on the Board. In accordance with State Statutes, the candidates running for office, by Proclamation, will become the Association's new Board of Directors. Immediately following the Annual Meeting, the Board will meet briefly to elect Officers. Nominations cannot be taken from the floor.

Agenda items are as follows:

Budget Meeting Agenda

1. Call to Order
2. Certify Quorum of Board and Membership
3. Proof of Notice of the Meeting
4. Vote to Waive Financial Reporting
5. Vote to Waive Reserve Funding
6. Vote to Roll Over Excess Funds
7. Board Approval of 2026 Annual Budget
8. **Adjournment**

Annual Meeting Agenda

9. Call to Order
10. Proof of Notice of the Meeting
11. Certifying of Proxies & Establish Quorum
12. Read or Waive Minutes of Last Members' Meeting
13. Candidates Have Read and Agree to Abide by Association Documents
14. Election of Directors
15. Unfinished Business
16. New Business
 - a. Open Forum
 - b. Seating of New Board
17. **Adjournment**

The Organizational Meeting for the new Board will be held immediately following the Annual Meeting.

By Order of the Board of Directors,

Gloria Reed

GLORIA REED, LCAM
Community Manager

Mailed: November 10, 2025