



To: Club Sea Oats Owners/Members,

A Special Meeting of the Board of Directors, and a Special Meeting of Members of the Club Sea Oats Association, Inc. will be held on Saturday, December 16, 2023, at the Embassy Suites by Hilton – Orlando Downtown located at 191 East Pine Street, Orlando, FL 32801.

**Our goal is to get enough representation of Members in person or by PROXY to achieve a quorum to approve the required Special Assessment Resolution.**

**We need every Member to attend this meeting in person, or return the General Proxy, to:**

1. Consider and vote to approve or disapprove, the execution of a Resolution which authorizes the Association to apply for a loan or loans (the “Loan”) with the United States Small Business Administration (the “SBA”).
2. Consider and vote to approve or disapprove, the execution of a Special Assessment Resolution which states the Special Assessment was approved at a Special Meeting of the Members of the Association.
3. Consider and vote to approve or disapprove, the imposition of a Special Assessment to pay the Loan in full over a period of thirty (30) years, or otherwise over such time as may be determined by the Board.

**The accompanying attachments include:**

- A copy of the General Proxy (**PLEASE COMPLETE AND RETURN TODAY**)
- December 16 Meeting Announcement and Materials
- Budget for Rebuilding and Repair Expenses
- Additional Assessment per Year for each Unit Week in each Unit Type

**PLEASE SEND US YOUR PROXY TODAY, BY EMAIL, BY FAX, OR USING THE POSTAGE PAID RETURN ENVELOPE THAT WAS INCLUDED WITH THE MAILED MEETING MATERIALS, SO THAT WE CAN MOVE FORWARD WITH THE NECESSARY REBUILDING AND REPAIRS. THANK YOU!**

**RETURN YOUR PROXY TO ARRIVE BY NOON ON DECEMBER 15, 2023**

By Mail: Goodmanagement \* P O Box 12967 \* Newport News, VA 23612

By Email: [clubseaoats@goodmanagement.com](mailto:clubseaoats@goodmanagement.com) By FAX: 757.596.7273

Thank you in advance for sending your Proxy so we can achieve the required quorum, obtain the necessary funding, and then complete the repairs.

**Janet**

Janet Fender, President