

BERKSHIRE LAKES MASTER ASSOCIATION
FIRST NOTICE OF ANNUAL MEETING

Dated this 20th day of December, 2023

TO: All Parcel Owners
RE: **First Notice of Election of the Board of Directors and Annual Meeting**

This letter serves as the first notice of the election of the Board of Directors, which will be held at the Association's Annual Meeting on February 21, 2024 currently scheduled at 7:00 PM. After this First Notice, you will receive a Second Notice of Annual meeting that will specify the agenda, meeting location, and advise of other important information for the Annual Meeting.

The Association's Board of Directors consists of seven (7) members. There are four (4) seats up for election, each for a two (2) year term.

All candidates must be self-nominated. Nominations cannot be made at the Annual Meeting. Any Parcel Owner desiring to be a candidate for the Board of Directors must submit in writing his or her name to the Association at least forty (40) days prior to the scheduled election, on or before January 12, 2024, in one of the following manners:

VIA MAIL: Resort Management, 2685 Horseshoe Dr. S. #215, Naples, FL 34104
VIA EMAIL: meetings@resortgroupinc.com
VIA FAX: 239-403-1061

An optional brief personal message or resume may be included (8½ x 11, one sided only), a "Candidate Information Sheet". The Association must receive a Candidate Information Sheet at least thirty-five (35) days prior to the scheduled election, on or before January 17, 2024.

Please also note that if you are delinquent in the payment of any amount including any late fee, unpaid interest, fine, special or regular assessment at the time of the deadline for submitting the notice of intent to be a candidate for the Board of Directors or have been convicted of any felony in the United States and your civil rights have not been restored for more than 5 years, you are not eligible to be a candidate and, thus will not be listed on the ballot.

If there are enough eligible candidates and an election is necessary, the Ballot and Information Sheets (only if provided) will be mailed to all Parcel Owners with the Second Notice.

BY ORDER OF THE BOARD OF DIRECTORS
BERKSHIRE LAKES MASTER ASSOCIATION

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NOTICE OF CANDIDACY FOR ELECTION

I, _____, hereby place my name in nomination as a candidate for the Board of Directors of Berkshire Lakes Master Association. If I am enclosing an Information Sheet (8½ x 11, one sided only) about myself, I understand that I am responsible for the information contained in the Information Sheet.

Signature

Date

Print Name

Parcel Address

Please return in one of the following manners:

VIA MAIL: Resort Management, 2685 Horseshoe Dr. S. #215, Naples, FL 34104

VIA EMAIL: meetings@resortgroupinc.com

VIA FAX: 239-403-1061

Must be received on or before January 12, 2024

Please be aware that no person is eligible to serve on the Board if delinquent in payment of any amount including any late fee, unpaid interest, fine, special or regular assessment at the time of the deadline for submitting the notice of intent to be a candidate for the Board of Directors or has been convicted of any felony in the United States and their civil rights have not been restored for more than 5 years.