

# DAVID FLOYD & ASSOCIATES, INC.

*A Property Management Company*

104 East Park Drive, Suite 320  
Brentwood, TN 37027

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## **OFFICIAL MEETING NOTICE & PROXY FORM**

**December 29, 2020**

**To: River Plantation Section Two Homeowners**  
**From: David Floyd & Associates, Inc.**  
**Re: 2021 Annual Homeowners Meeting**

**DATE: January 18, 2021 TIME: 6:00 PM**

**PLACE: Held Virtually via Zoom Video Conference**

The 2021 River Plantation Section Two Annual Homeowners Meeting will be held on Monday, January 18, 2021 at 6:00 PM via Zoom Video Conference. The annual homeowners meeting is typically held at the clubhouse but will be held virtually in 2021 due to the COVID-19 pandemic. The primary order of business of this meeting will be to review the HOA's financial position & budget, review accomplishments made in 2020, and to discuss future goals. All homeowners are encouraged to attend.

Due to the COVID-19 pandemic, **the HOA Board has chosen to proceed with the election of Board members via mail-in voting.** The terms of two (2) Board members come to an end in 2021. Therefore, there are two (2) positions on the Board open for nomination. If you know of a homeowner who is qualified and willing to serve, you may choose to nominate them for the election by returning the enclosed nominating form (*Note: former and current Board members are eligible for election*). Please include any information you feel would be helpful in getting your nominee elected. **The deadline for sending your nomination in and being assured the name will appear printed on the ballot is January 6, 2021.** Any nominations not received by January 6, 2021 would have to be a write-in on the election ballot. The completed nomination form may be returned by emailing it to [RiverPlantation2@gmail.com](mailto:RiverPlantation2@gmail.com), faxing it to (615) 297-9340, or by mailing it to David Floyd & Associates, Inc. at 104 East Park Drive, Suite 320, Brentwood, TN 37027. The official election ballots will be mailed out to all homeowners after the nomination deadline of January 6, 2021.

There will be no increase in the HOA Fees in 2021. If you've not already done so, please be sure to visit the HOA website and register for full-access. The website address is [www.RiverPlantation2.org](http://www.RiverPlantation2.org).

If you will be unable to attend this meeting, you may complete the attached proxy form to appoint an individual of your choice (Board Member, Neighbor, or Secretary of the HOA) to vote for Board members on your behalf. The completed proxy form may be returned by emailing it to [RiverPlantation2@gmail.com](mailto:RiverPlantation2@gmail.com), faxing it to (615) 297-9340, or by mailing it to David Floyd & Associates, Inc. at 104 East Park Drive, Suite 320, Brentwood, TN 37027.

## **HOW TO JOIN THE MEETING:**

If you plan to join the meeting via video conference, the free Zoom app will need to be installed. The installation of the Zoom app is not necessary if you plan to join the meeting via phone (audio only).

To join the meeting via video conference (from your computer, tablet, or smartphone), please visit the following link: <https://us02web.zoom.us/j/83122285678>.

If you are asked for the Meeting ID, please enter 831 2228 5678.

To join the meeting via phone (audio only), please call 312-626-6799.

When asked for the Meeting ID, please enter 831 2228 5678.

After entering the Meeting ID, please hit the # key to join the meeting.

If you have any questions, please email [RiverPlantation2@gmail.com](mailto:RiverPlantation2@gmail.com).

Regards,

***David Floyd***

David Floyd & Associates, Inc.

*Managing Agent for River Plantation Section Two*

**RIVER PLANTATION SECTION TWO CONDOMINIUMS  
HOMEOWNERS ASSOCIATION, INC.  
2021 Annual Homeowners Meeting Proxy Form**

I/We, being the owner(s) of the following address: \_\_\_\_\_  
appoint \_\_\_\_\_, *(the Board of Directors will vote this proxy if  
this line is left blank)*, to be my/our proxy, to represent me/us at the 2021 Annual  
Homeowners Meeting on all matters and issues submitted to a vote at this meeting or, in  
the event a quorum shall fail to attend, at such time and place as the adjourned meeting  
shall be resumed. This proxy shall remain in full force and effect until such time as it shall  
be revoked by me/us in writing.

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

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**RIVER PLANTATION SECTION TWO CONDOMINIUMS  
HOMEOWNERS ASSOCIATION, INC.  
Nomination Form for 2021 Election of Board Members**

I, \_\_\_\_\_, Unit # \_\_\_\_\_,

nominate \_\_\_\_\_, Unit # \_\_\_\_\_,  
who expresses a willingness to serve, to fill a term beginning January 18, 2021.

***\*NOTE: This form may be used to nominate a candidate for the 2021 Election of  
Board Members. This form is not an election ballot. The official election ballots  
will be mailed to all owners after the nomination deadline of January 6, 2021.***