

Bern Creek Improvement Association

Notice of Annual Meeting & Elections
Tuesday December 3, 2019 at 7:00 PM
Bethel Church
2985 Bethel Ln, Sarasota, FL 34240

November 12, 2019

Dear Bern Creek Owners,

Please be advised this is the Notice for the Annual Members and Budget Meeting to take place on Dec. 3, 2019 at 7:00 pm at Bethel Church 2985 Bethel Ln, Sarasota, FL 34240. At this meeting the members will vote on the 2020 Proposed Budget and elect the new Board of Directors for 2020. If you are interested in one of these positions, please fill out the enclosed Candidate Intent to Run form and return it per the directions on the form.

It is very important that we achieve a quorum to hold the meeting. Enclosed in your package is a Proxy. This will function not only as your proxy in attendance but also to represent your selection on the Budget vote. Vote Yes or No to "ADOPT THE 2020 PROPOSED BUDGET"

After further review of our Articles, all seven (7) directors on the Board are elected each year. As that allows for no continuity between years the Board suggests following the Bylaws for elections. These state that "the Board of Directors shall serve staggered terms to provide continuity from year to year. Four (4) directors will be elected one year and three (3) directors the next year."

The membership may approve the change to the Articles to follow the direction of the Bylaws at the Annual Meeting. Please vote on the enclosed proxy regarding this change.

DOCUMENT REVISIONS: We will be finalizing the 9/17/19 Special Members meeting which was continued until this meeting. If you did not turn in your vote regarding the changes to the documents, please do so before or at this meeting. This will be the last opportunity to finalize this vote. Ballots will be provided at the meeting for anyone in attendance who did not already vote in person or by proxy. If you will not be attending the annual meeting and did not vote on 9/17/19 please turn in the proxy that was previously mailed to you. If you do not have the proxy, please contact a board member so they can provide one to you. (This only applies if you did not already vote in person or by proxy)

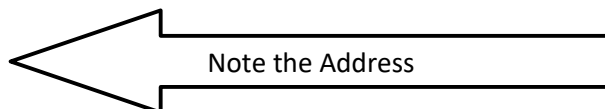
Please read through the enclosed information carefully:

1. Annual Meeting Agenda	2. Candidate Notice of Intent to Run
3. Proxy	4. 2020 Proposed Budget
5. 2018 Annual Meeting Minutes	

RETURN THE PROXY TODAY.

Lastly, we are encountering problems making the transition to the new management company (Associa) that took over RCM. Therefore until everything is worked out with the new management company, please send any mailings to the address below.

Kind Regards,
Bern Creek Ranches
c/o Michael Hutchinson
1550 Bern Creek Loop
Sarasota, FL 34240



Bern Creek Improvement Association, Inc.
ANNUAL MEETING PROXY
December 3, 2019

The undersigned hereby appoints _____ as my proxy (or if I have not appointed a proxy above, I hereby appoint the Secretary of the Association, on behalf of the Board of Directors), with full powers of substitution, for all matters to come before the Meeting of the Bern Creek Improvement Association, Inc. to be held Mon., Dec. 3, 2019 at 7:00PM at the Bethel Church 2985 Bethel Ln, Sarasota, FL 34240, and any adjournment thereof. The proxy holder named above has the authority to vote and act for me to the same extent that I would if personally present and with the power of substitution.

GENERAL POWERS

[] I hereby specifically authorize and instruct my proxy to use his best judgment on all matters which properly come before the meeting.

2020 Proposed Budget

_____ YES: I vote to adopt the 2020 Proposed Budget as presented.

_____ NO: I vote against this measure

Please note: Voting against this measure could result in a special assessment to the owners if the association does not have the appropriate funds to meet the current expenses.

Amendment to the Articles of Incorporation

"The business and affairs of the corporation shall be managed by a board of seven (7) directors. Directors elected at the annual meeting shall take office effective on the first day of the fiscal year (January 1) following the annual meeting. Each director, except one appointed to fill a vacancy, shall be elected to serve for a term of two years. The Board of Directors shall serve staggered terms to provide continuity from year to year. Four (4) directors will be elected one year and three (3) directors the next year." Bylaws, Article IV Section 1

_____ I vote to amend the Articles to match the Bylaws as stated above in number and term of the Board of Directors. I understand that this will amend this section ONLY of the Articles.

_____ I vote against amending the Articles at this time. I understand that in doing so all Directors of the Board will be required to be elected each year.

Lot Owner(s) _____ Lot # _____
Printed name

Address: _____

Signature _____

Date: _____

Signature _____

This proxy is revocable by the lot owner and is valid only for the meeting for which it is given and any lawful adjournment. In no event is the proxy valid for more than ninety (90) days from the date of the original meeting for which it was given.

BERN CREEK IMPROVEMENT ASSOCIATION

CANDIDATE NOTICE OF INTENT

To be a candidate for Bern Creek Improvement Association

I, _____, wish to be considered as a candidate for the Bern Creek Improvement Assoc. Board of Directors. I understand that I am responsible for the accuracy of the information contained in the information I am providing.

- I am including information about myself
 I am not including information about myself

I, _____, will make a good faith effort to disclose any financial, business, professional or personal relationship or interest that would result or appear to a reasonable person to result in a potential conflict of interest for the candidate if the candidate were to be elected to serve as a member of the Board.

I declare under perjury of the law of the State of Florida that the foregoing is true and correct.

Signature

Date

First Name

Middle Initial

Last Name

Street Address

City, State, Zip

Phone

Email

Lot #

This document and the information sheet, if applicable, should be submitted to Bern Creek Improvement Association at the address listed below. You can also e-mail to mike@berncreek.net. If you have any questions, please contact any Board member.

Bern Creek Improvement Association
c/o Michael Hutchinson
1550 Bern Creek Loop
Sarasota, FL 34240

BERN CREEK IMPROVEMENT ASSOCIATION, INC.

Annual Membership and Board Organizational Meeting

To:

ALL MEMBERS OF THE BERN CREEK IMPROVEMENT ASSOCIATION

NOTICE IS HEREBY GIVEN THAT THE ANNUAL MEETING FOR THIS ASSOCIATION SHALL BE HELD IN ACCORDANCE WITH THE FLORIDA STATUTES 720. ON THE DATE, HOUR, AND PLACE BELOW:

DATE: Tuesday December 3, 2019
HOUR: 7:00 PM
PLACE: Bethel Church: 2985 Bethel Ln, Sarasota, FL 34240

ANNUAL MEETING OF THE MEMBERSHIP AGENDA

- a) Call the meeting to order
- b) Certify a quorum of the Members
- c) Certify Proper Meeting Notice
- d) Announce Meeting Chairperson
- e) Approve Minutes from December 3, 2018
- f) President's Report
- g) Treasurer Report
- h) Committee Report
- i) Old Business
 1. Continuation of Ballot Count from 9/17/19 Special Meeting
- j) New Business
 1. Present and vote on Budget
 2. Announce Results of the 2020 Proposed Budget Vote
 3. Hold vote on changing election of directors to every other year
 4. Nomination for President of the Board of Directors
 5. Hold Election for President if necessary
 6. Nomination for Secretary/Treasurer of the Board of Directors
 7. Hold Election for Secretary/Treasurer if necessary
 8. Elect the remaining Directors of the board

BOARD OF DIRECTORS ORGANIZATIONAL MEETING

To be held directly following the adjournment of the Annual Meeting

- a. Call the meeting to order
- b. Certify a Quorum
- c. Elect Officers Vice President
- d. Set Meeting Date (s)
- e. Approve Checks
- f. Adjournment

Budget Summary Report
 Bern Creek Improvement Association
 2020 Approved Budget

	FY 2019	FY 2020
INCOME		
4110 Association Dues	\$41,517	\$41,932
4910 Reserve Income, Roads	\$42,558	\$43,565
TOTAL INCOME	\$84,075	\$85,497
 EXPENSES		
Administrative Expenses		
6010 Annual Report	\$62	\$87
6110 Management Fee	\$8,400	\$8,400
6115 Misc Administrative	\$187	\$250
6120 Insurance Expense	\$878	\$700
6130 Legal Exp, Collections	\$1,000	\$0
6135 Legal Expense	\$5,000	\$6,000
6150 Postage & Printing	\$1,000	\$1,500
6160 Accounting, Taxes	\$190	\$195
6170 Meeting Expense	\$300	\$300
Total Administrative Expenses	\$17,017	\$17,432
Maintenance Expenses		
6310 Right of Way, Mowing	\$23,000	\$23,000
6320 Fences, Signs & Grounds	\$500	\$500
6323 Tree Trimming/Removal	\$1,000	\$1,000
Total Maintenance Expenses	\$24,500	\$24,500
Other Expense		
7999 Transfer to Reserves	\$42,558	\$43,565
Total Other Expenses	\$42,558	\$43,565
TOTAL EXPENSES	\$84,075	\$85,497

2020 Proposed Assessment - \$900

Bern Creek Improvement Association Inc.
Minutes of the Annual Members Meeting
December 3, 2018
2985 Bethel Ln, Sarasota, FL 34240

Mike Hutchinson called the meeting to order at 7:00 pm. A quorum of the board has been achieved with Mike Hutchinson, Cindy Martin, Gary Dahl, Kaki Decker, Kenny Castro and Michael Resnick. Meeting was properly noticed by Kaki Decker

Unapproved Minutes: Gary moved to approve the December 4, 2017 Annual Meeting Minutes, Michael seconded all in favor MOTION PASSES.

Gary moved to approve the minutes of the October 21, 2017 minutes, Kaki seconded, all in favor MOTION PASSES.

Gary moved to approve the December 5, 2016 minutes, Kenny seconded, all in favor MOTION PASSES.

President's Report: Mike introduced the board members. Mike updated the community on the meeting with the county, Cowpen lane, and the bridges and culverts within the community. Mike noted that there was information pertaining to all of this on his website.

Treasurer Report: Operating account \$11293.22, Reserve Account \$97701.18, Delinquency \$1815.00

OLD BUSINESS:

Doc Committee Letter:

Kaki reported that the committee was working towards possibly having something to present in March at a Members Meeting. Those who have filled out the Q&A have provided helpful feedback. The committee is working on the Bylaws, Articles and Declaration at the same time. We are using a new attorney from a boutique firm whose rates are much more reasonable.

New Business:

2019 Budget: The board presented the budget and answered questions. The budget passed by a vote of 31-1.

Nomination for President: Gary nominated Mike Hutchinson for President, Michael seconded, all in favor MOTION PASSES. With no other nominations Mike Hutchinson has been elected as the 2019 President

Nomination for Secretary: Gary nominated Kaki Decker for Secretary Treasurer seconded by Eileen, all in favor MOTION PASSES. With no other nominations Kaki Decker has been elected as the 2019 Secretary/ Treasurer.

Elect Remaining Board of Directors:

4 people ran for the board of directors: Kenny Castro, Cindy Martin, Colleen Norman, Frank Rich. There were 3 positions available, so an election was held to determine the top three vote getters. Kenny Castro (26), Cindy Martin (17) and Colleen Norman (25) were elected to the board. Thank you to all who volunteered.

With no other business coming before the board the meeting was adjourned at 8:30pm.