

# ***Notice***

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## **The Annual Meeting of the Members Of Tarpon Cove Community Association**

In accordance with the Bylaws of the Association, Section 720.468, Part VIII Florida Statutes, and Rule 61-20, Florida Administrative Code, you are hereby notified that the *Members Meeting* for the Association will be held at the following date, time and place.

*Monday, March 31, 2025*

*10:00am*

*At the Tarpon Cove Community Center*

*970 Tarpon Cove Drive - Naples, FL 34110*

Enclosed with this Notice are the following items:

1. An agenda for the Annual Meeting.
2. Voting by proxy instructions letter.
3. A proxy for the Annual Meeting.
4. Minutes from the 2024 Annual Meeting

# NOTICE OF ANNUAL MEETING OF THE TARPON COVE COMMUNITY ASSOC.

## TO ALL MEMBERS

On **Monday, March 31, 2025, at 10:00am at the Tarpon Cove Community Center - 970 Tarpon Cove Drive - Naples, FL 34110** the Annual Meeting of the Association will be held for the purpose of conducting the lawful business of the Association.

An identification of **agenda** items is as follows:

1. Certifying Quorum – Call to order
2. Proof of Notice of Meeting
3. Reading or waiver of reading of 2023 Annual Meeting minutes
4. Announcement of Board of Directors
5. Reports of Officers
6. Unfinished Business
7. New Business
  - a) Vote to roll over excess 2025 Association funds, if any
  - b) Other New business
8. Adjournment

**NOTE:** If a majority of the directors so elect, an organizational meeting of the Board of Directors will be held immediately upon the adjournment of the annual meeting for the purpose of electing officers and such other business as may lawfully be conducted. The directors present at the annual meeting may decide to defer the organizational meeting to a later time, in which case notice will be given through further posting.

A quorum of Association Members, as described in the Association By-Laws, must be present, in person or by proxy, at the meeting, in order for the business to be conducted. It is therefore **VERY IMPORTANT** that you either **attend** or **provide a limited proxy** in order to conduct business at this Annual Meeting. A proxy is enclosed for your use.

## VOTING BY PROXY

If you are unable to attend the Annual Meeting and wish to vote by proxy, please note the following information about PROXIES:

1. A proxy is for the purpose of appointing **another person** to vote for you as you specifically direct (except for non-substantive items) in the event that you might not be able to attend the meeting. It must be signed by all owners of the unit or the designated voter.
2. The proxy should be submitted to the Association secretary or president **prior to the scheduled time of the meeting**. It can be mailed to the Association or hand-delivered, either by you or your proxy. It is encouraged that the proxy be submitted as long before the meeting as possible, in order to avoid delay in registration.
3. If you appoint a proxy and later decide you will be able to attend the meeting in person, you may **withdraw** your proxy when you register at the meeting.
4. A proxy may be **revoked** in writing or **superseded** by a later proxy to another person. It may also be **assigned** (substituted) by the person designated on the proxy to a third person if the person you designate as proxy decides that he or she will be unable to attend the meeting.
5. A **proxy form** is enclosed with this notice for your use, if needed.

Again, please be sure to mail in your proxy or attend the Annual Meeting.

Dated: February 28, 2024

BY ORDER OF THE BOARD OF DIRECTORS

*David J Blouir*

David Blouir, CAM

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### INSTRUCTION SHEET FOR LIMITED PROXY FORM

- 1) **Leave blank** unless you would like to appoint someone other than the President of the Board of Directors as the proxy holder.
- 2)  **Check this box.** This allows your vote(s) to be counted.
- 3) **Check your preference** on the issues listed.
- 4) **You must sign and date.** This proxy must be signed in order to be legal.

## **LIMITED PROXY**

The undersigned, owner(s) or designated voter of unit \_\_\_\_\_ in **The Tarpon Cove Community Association**, appoints

1) (see *instructions*)

(PRINT NAME OF PROXYHOLDER)

or the president/secretary of the Board of Directors, as my proxy holder to attend the meeting of the members of **The Tarpon Cove Community Association** to be held on **Monday, March 31, 2025 at 10:00am at the Tarpon Cove Community Center - 970 Tarpon Cove Drive - Naples, FL 34110** The proxy holder named above has the authority to vote and act for me to the same extent that I would if personally present, except that my proxy holder's authority is limited as indicated below. This proxy will be used for establishing a quorum. The proxy holder has the power of substitution, which can be made by completing the 'Substitution of Proxy' below.

2) (see instructions)

- LIMITED POWERS** (YOU MUST INDICATE YOUR PREFERENCE IN THE BLANK(S) PROVIDED BELOW.)

I SPECIFICALLY AUTHORIZE AND INSTRUCT MY PROXYHOLDER TO CAST MY VOTE IN  
REFERENCE TO THE FOLLOWING MATTERS AS INDICATED BELOW:

3) (see instructions)

1. Vote to rollover excess 2025 Association Funds, if any, to next year's budget.

Explanation: All associations are incorporated as not-for-profit corporations. If an association's income exceeds its expense in any given year, that excess is considered taxable income unless the members approve rolling the excess into next year's budget. The Board of Directors recommends voting "In Favor".

(Board Recommends voting “In favor”)

## JN FAVOR OPPOSED

**4) (see instructions)**

EMAIL:  PRINT NAME:

DATE: \_\_\_\_\_ SIGNATURE(S) OF OWNER(S) OR DESIGNATED VOTER

## SUBSTITUTION OF PROXY

The undersigned, appointed as proxy above, does hereby designate \_\_\_\_\_ to substitute for me in the proxy set forth above.

Dated: \_\_\_\_\_

(Proxy Hold)

**UNAPPROVED MINUTES**  
**Tarpon Cove Community Association**  
**ANNUAL MEETING 2024**

**Thursday, March 14, 2024**  
**10:00am**  
**Tarpon Cove Community Center Naples, FL 34110**

<b>PRESENT:</b>	Perry DeSiato	President
	Rick Forrester	Vice-President
	Donna Scuteri	Secretary
	Don Binder	Treasurer
	Charles Ingle	Director

Also Present: David Blouir of DB Community Resources and more than 81 members in person/proxy.

**1. Call to Order**

The meeting was called to order at 10:00am

**2. Establish a Quorum**

Quorum was established with 109 members in person or by proxy. 73 Were needed for a quorum.

**3. Proof of Notice of Meeting**

Proof of notice was confirmed according to FL statutes and association's documents.

**4. Reading or waiver of Reading of Last Annual Meeting Minutes**

The reading of the past annual meeting minutes was waived. The Minutes were approved.

**5. Announcement of 2023 Board of Directors**

Perry DeSiato – Term expiring in 2025

Rick Forrester - Term expiring in 2026

Donna Scuteri - Term expiring in 2026

Don Binder – Term expiring in 2025

Charles Ingle – Term expiring 2026

**6. President's Report:** President DeSiato gave his president's report with the following highlights:

- President DeSiato announced that he has stepped down as landscape committee chair, noting that David Blouir, Property Manager, will be taking over that role.
- 2024 Will be President DeSiato's last year as TCCA President, as he's moving out of state next year.

**7. Treasurer's Report:** Director Binder gave a financial report on the 2023 fiscal year. While we had a surplus of \$9000 in landscape, utilities ran over budget by about \$36000 due mostly to irrigation water. We also increased our reserve collection for 2024 to account for the higher cost of the irrigation pump replacement. We did save \$3800 in insurance to offset the overage in utilities.

**8. New Business**

- **Roll Over of Excess Funds...** It was unanimously approved by all members present in person and by proxy to rollover excess association funds to next year's budget (if any). **(109-0)**

- **Waive the requirement to have an independent CPA to compile/review of the December 31, 2024 Financial Statement...** Waiver of the audit requirement was approved by the majority of members present in person and by proxy. **(105-4)**

9. **Resident Comment Period.** All questions were answered accordingly by the board.

**10. Adjournment**

With no other business to conduct the meeting was adjourned at 10:37am.

Respectfully submitted, David Blouir

**ORGANIZATIONAL MEETING**

**Call to Order:**

The meeting was called to order at 10:38am.

**Board vote to designate officers:**

A motion was made by Director DeSiato to keep the same positions for the officers, appointing himself as the President, Don Binder as Treasurer, and Donna Scuteri Secretary, Rick Forrester as Vice-President, and Charles Ingle as Director, the motion carried unanimously.

**2024 Board of Directors:**

Perry DeSiato	President
Rick Forrester	Vice-President
Donna Scuteri	Secretary
Don Binder	Treasurer
Charles Ingle	Director

**Adjournment:** Meeting adjourned at 10:47am.

Respectfully submitted, David Blouir