



G&B Resort Condominium Hotel Association, Inc.

January 17th, 2025

RE: First Notice of Election of the Board of Directors.

Dear Residence Owner:

NOTICE IS HEREBY GIVEN that an election of the Board of Directors of the "G.B. Resort Condominium Hotel Association, Inc.", will be held at 5:30 p.m. on **Tuesday March 18th, 2025**, in a meeting room located at 455 Grand Bay Drive, Key Biscayne, Florida 33149, as well as on a tele-conference call.

Three Directors will be elected for a one year term. In the event that there are no additional candidates for the Board beyond our existing Board Members, then our existing Board members would remain until the next election in March 2026.

Any eligible Unit Owner who desires to be a candidate for the Board shall give written notice of their **candidacy to the Association** (40 days in advance of the Election) so on or before **Friday February 7th, 2025**. Written notice to the Association shall be accomplished by completing the **Candidate Application Form** enclosed herewith, delivered in accordance with one or more of the following methods: (1) by certified mail, return receipt requested; or (2) by regular U.S. mail, facsimile, telegram or other method of delivery; or (3) by personal delivery during regular business hours. Personal delivery of the Candidate Application Form must be acknowledged by the Association in the form of a written receipt validating timely delivery of the written notice.

Candidates are requested to complete a one page "**Candidate Information Sheet**" no larger than 8 ½ by 11 inches describing his or her background, education, and qualifications as well as other factors deemed relevant by the candidate. The information sheet must be furnished by the candidate to the Association by **Wednesday February 12th, 2025** (35 days prior to the date of Election) to be included with the mailing of the **Second Notice of Election and Ballots**, which will go out **14 days prior to the date of Election**, on **Wednesday March 5th, 2025**.

The Candidate Application Form and the Candidate Information Sheet should be directed to the Association, to the attention of the Director of Residences, as detailed below:

G.B. Resort Condominium Hotel Association, Inc.
Att: Joe Coote, Director of Residences
The Residences Office
The Ritz-Carlton Key Biscayne
455 Grand Bay Drive
Key Biscayne, Florida 33149

You may also fax to: (305) 365-4503



G&B Resort Condominium Hotel Association, Inc.

Failure of any candidate to adhere to these procedures may invalidate their written notice of candidacy.

As additional information, Florida Statutes, 718.112 requires each newly elected director to certify in writing to the Secretary of the Association, within 90 days from the date elected, that he or she:

- Has read the association's declaration of condominium, articles of incorporation, bylaws, and current written policies;
- Will work to uphold such documents and policies to the best of his or her ability; and
- Will faithfully discharge his or her fiduciary responsibility to the association's members.

Or, in lieu of the written certification the newly elected director may submit a certificate of satisfactory completion of the educational curriculum administered by the division-approved condominium education provider.

Failure of a newly elected director to file the written certification or educational certificate within the required timeframe will result in suspension from service on the board until the requirement has been met.

Should you have any questions concerning the above information or the materials enclosed, please do not hesitate to contact the Residences Office at 305-365-4459.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joe Coote', written over a horizontal line.

Mr. Joe Coote
Dir of Residences
On behalf of the Board of Directors

Enclosures: Candidate Application Form
Candidate Information Sheet
Director Eligibility Letter



G&B Resort Condominium Hotel Association, Inc.

CANDIDATE APPLICATION FORM
FOR BOARD OF DIRECTORS

On **Tuesday March 18th, 2025**, unit owners will be electing the Board of Directors for a one-year term. Any unit owner or eligible person who desires to be a candidate for the Board of Directors must submit a written notice to the Association, of such person’s candidacy on or before **Friday February 7th, 2025**.

I, _____, owner of UNIT # _____, at the G.B Resort Condominium Hotel Association, Inc, located at:

455 Grand Bay Drive, Key Biscayne, Florida 33149

hereby request my name be placed on the Ballot as a candidate for election to the Board of Directors for 2024.

Unit Owner’s Signature

Complete and mail to:

G.B. Resort Condominium Hotel Association, Inc.
Joe Coote
Director of Residences
The Residences Office
The Ritz-Carlton Key Biscayne
455 Grand Bay Drive
Key Biscayne, Florida 33149

You may also fax to (305) 365-4503

MUST BE RECEIVED ON OR BEFORE FRIDAY FEBRUARY 7TH, 2025.

455 Grand Bay Drive, Key Biscayne, FL 33149 Telephone 305-365-4459 Fax 305-365-4503



G&B Resort Condominium Hotel Association, Inc.

CANDIDATE INFORMATION SHEET

(Optional)

NAME: _____ UNIT NO. _____

PERMANENT ADDRESS:

EDUCATION:

PERSONAL BACKGROUND: _____

EXPERIENCE OR PROFESSIONAL ACCOMPLISHMENTS INCLUDING PRIOR CONDOMINIUM ASSOCIATION EXPERIENCE: _____

ADDITIONAL INFORMATION OR COMMENTS: _____

MUST BE RECEIVED ON OR BEFORE WEDNESDAY FEBRUARY 12TH, 2025.



G&B Resort Condominium Hotel Association, Inc.

January 17th, 2025

Dear Election Candidates,

It should be noted that Chapter 718, Florida Statutes (the "Condominium Act") has been amended to include the following eligibility requirements for Directors:

- 1) A person that is delinquent in the payment of any monetary obligation due to the Association as of the final date notice may be provided (40 days prior to the election)) is not eligible for board membership.
- 2) In a condominium association of more than ten (10) units, co-owners of a unit may not serve as members of the board of directors at the same time, unless they own more than one unit, or unless there are not enough eligible candidates to fill the vacancies of the board at the time of the vacancy.
- 3) A person who has been convicted of a felony in this state or in a United States District or Territorial Court, or who have been convicted of any offense in another jurisdiction that would be considered a felony if committed in this state, is not eligible for board membership unless such felon's civil rights have been restored for a period of no less than 5 years as of the date on which such person seeks election to the board.
- 4) Within ninety (90) days after being elected or appointed to the board, each newly elected or appointed director shall certify in writing to the secretary of the association that he or she has read the association's declaration of condominium, articles of incorporation, bylaws, and current written policies; that he or she will work to uphold such documents and policies to the best of his or her ability; and that he or she will faithfully discharge his or her fiduciary responsibility to the association's members. In lieu of this written certification, the newly elected or appointed director may submit a certificate of satisfactory completion of the educational curriculum administered by a division-approved condominium education provider.

Please let us know if you have any questions.

Mr. Joe Coote
Director of Residences
On behalf of the Board of Directors
"G.B Resort Condominium Hotel Association, Inc."