



**P O Box SP 63944 – Windsor Business Park
Nassau, Bahamas, Telephone: (242) 327-7225/6. E: poamanager@oldfortbaypoa.com**

25th August 2021,

Dear Residents,

Re: Community Reminder of Annual General Meeting

Residents are reminded that the Annual General Meeting of the Association will be held on Wednesday 1st September 2021 at 6:00pm via zoom. See link below.

<https://us06web.zoom.us/j/83574966844?pwd=TkVUaEZWVEJENS8xL1VGQ2lxSlI1UT09>

Meeting ID: 835 7496 6844

Passcode: 769207

In addition, please note the following key dates and times regarding the election of Board Members:

Nominations

Any shareholder in the OFB community may nominate another shareholder. There is not a limit to the number of nominations that one shareholder can make. The deadline for the submission of Nominations is Wednesday 25th August 2021 at 5:00pm. All submissions can be emailed to the POA office, poamanager@oldfortbaypoa.com. The nominees and their respective biographies will be circulated, via email, to the community on Thursday, 26th August. Please find attached, the official nomination form to be completed by Nominators and Nominees.

Proxies

The deadline for the Submission of Proxies is Monday 30th August at 5:00pm. All proxies should be sent to the POA office poamanager@oldfortbaypoa.com. Only shareholders in the community may act as a Proxy for voting, and only shareholders in good standing are able to vote via Proxy. Please find attached, the official proxy forms to be completed by shareholders issuing proxy permissions to another shareholder.

Voting

Voting will take place at the Security Command Centre between 10:00am - 5:00pm on Wednesday 1st September 2021. Ballot sheets will be available at the Security Command

Centre. Each single shareholder can vote for each vacant position on the Board – one property = one vote.

Please be reminded that only shareholders may hold a seat on the Board of Directors and only persons with fully paid fees may be nominated, vote or provide a proxy. All homeowners who intend on voting are urged to contact the POA office to settle all outstanding accounts prior to Wednesday, 1st September 2021.

Thank you,

Sonya Alvino
Manager
Old Fort Bay Property Owners Association