

Andover Place Homeowner's Association, Inc.

1941 Mayport Road, Atlantic Beach, FL 32233 (904) 241-8886



February 2, 2026

NOTICE OF ANNUAL MEMBERS MEETING & ELECTION OF THE BOARD

NOTICE IS HEREBY GIVEN, in accordance with the Bylaws of Andover Place Homeowner's Association, Inc., that the Board of Directors will hold the Annual Members Meeting and Election of the Board of Directors meeting at the following date, time and place:

Date: 02/17/26
Time: 6:30 p.m.
Place: Trinity Baptist Church – Mandarin Campus – Annex
2955 Orange Picker Road, Jacksonville, FL 32223

AGENDA – Membership Meeting

1. Call to order. Establish membership quorum. Proof of Notice of Meeting.
2. Acceptance of minutes of previous annual meeting.
3. President's report (Mona)
4. Treasurer's report (Sharon)
5. Determination of new Board of Directors if a quorum is achieved.
 - Sharon Sanchez, Joe Godfrey, and Andrew Montjoy's terms continue (2024 2027.)
 - **Two (2) seats are open for the board of directors**
 - **Self Nomination forms are included with this packet- *if* there is a quorum at the meeting (in person or by proxy) and *if* there are more received than open seats then there will be an election.**
6. 2026 Planning (Mona)
7. Review and Member Vote to Update Documents
8. Open Forum (This meeting is run by Robert's Rules of Orders. 3 minutes limit.)
9. Adjournment.

(Organizational Meeting of the new board will take place immediately upon adjournment.)

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SELF NOMINATION FORM

I, _____, hereby place my name in nomination for the Board of Directors for Andover Place Owner's Association. I own the following home(s)

Email Address _____

Date

Signature

Please note: Under the amended provisions of Chapter 720 of the Florida Statutes, you will not be eligible for board membership if any of the following apply:

- You are more than 90 days delinquent in the payment of any fee, fine, special or regular assessment due the association.
- You were convicted of a felony in Florida or convicted of an offense in another jurisdiction that would be considered a felony in Florida (unless your civil rights have been restored for at least five years)
- (Effective as of 2024) - within 90 days of election, new board members are required to complete a 4 hour board certification course. Elim will assist with this schedule.

By signing this form, you are stating that you meet the requirements stated and are eligible to serve on the Board of Directors.

This form may be submitted by US mail, e-mail or fax.

Andover Place Owner's Association, Inc.
c/o Elim Services, Inc.
1941 Mayport Road
Atlantic Beach, FL 32233

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