

**SHANGRI-LA HOMEOWNERS ASSOCIATION OF LARGO**  
**FIRST NOTICE OF ANNUAL & BUDGET MEETING**  
**AND PROCEDURE FOR QUALIFYING FOR BOARD**

Dear Homeowner:

NOTICE IS HEREBY GIVEN, in accordance with the Florida Condominium Act, that the Annual & Budget Meeting and the Election of Directors for **SHANGRI-LA HOMEOWNERS ASSOCIATION OF LARGO** will be held on **FRIDAY, MARCH 27, 2026 at 10:00 AM**. The meeting place will be at:  
**THE CLUBHOUSE, 250 ROSERY ROAD, LARGO, FL 33770.**

The Annual & Budget Meeting of the Association will be held for the purpose of approving the 2025/2026 budget, electing directors, and such other business as may lawfully be conducted. Subsequent to the "FIRST NOTICE" you will receive a "SECOND NOTICE OF ANNUAL MEETING" in 30 days and not less than 14 days prior to the Annual & Budget Meeting, which Notice will specify the agenda and advise of other important information concerning the Annual & Budget Meeting.

The purpose of this Notice is to advise you of the date, time and place of the Annual & Budget Meeting and to inform you of the process for qualifying for the Board. There are two (2) seats open for election.

**QUALIFYING FOR THE BOARD**

Not less than 40-days prior to the annual meeting, you must give written notice, either by mail or in person to the Association of your desire to run for the Board, addressed to the Association's mailing address: SHANGRI-LA HOMEOWNERS ASSOCIATION OF LARGO, c/o Ameri-Tech Community Management Partners, LLC, 24701 US Highway 19 N, Suite 102, Clearwater, Florida 33763. The attached, "NOTICE OF INTENT TO BE A CANDIDATE FOR THE BOARD" may be used for that purpose.

You may submit a one (1) page Information Sheet, no larger than 8 ½ inches by 11 inches, containing your qualifications and/or platform for office. This information sheet must be submitted to the Association not less than 35 days prior to the annual meeting.

The Information Sheet will be mailed to voting members, with the Second Notice of the Annual Meeting, not less than fourteen (14) days prior to the date of the Annual Meeting.

BY ORDER OF THE BOARD OF DIRECTORS,  
JIM MATEKA, LCAM  
COMMUNITY MANAGER

**AMERI-TECH COMMUNITY MANAGEMENT Partners, LLC.**  
**24701 US Highway 19 N. Suite 102, Clearwater, FL 33763 (727) 726-8000 24hrs (727) 723-1101 Fax**  
**(Check out our website for the latest updates @ [www.ameritechcompanies.com](http://www.ameritechcompanies.com))**

## "Notice of Intent to be a Candidate for the Board"

**SELF NOMINATION.** (✓) \_\_\_\_\_ I, \_\_\_\_\_ hereby nominate myself as a candidate for election to the **Shangri-La Board of Directors.**

DATE: \_\_\_\_\_ UNIT #: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_  
(Signature of candidate)

ADDRESS: \_\_\_\_\_

CITY/STATE: \_\_\_\_\_

TELEPHONE NUMBER \_\_\_\_\_

### **I am aware that the following requirements are expected from me if I am elected:**

**TRANSPARENCY ACT:** As a Director I must submit a photocopy of my non-expired driver's license or passport verifying name, date of birth, address, and unique identifier of the document (driver's license number or passport number).

**EDUCATION REQUIREMENT:** Newly elected or appointed HOA Directors must submit a certificate that they have completed a department-approved educational course within 90 days of their election or appointment to the board.

**CERTIFICATION VALIDITY:** The completion certificate is valid for 4 years

**RECURRING EDUCATION:** Directors must complete the course every 4 years

**COURSE CONTENT:** Training includes financial literacy, transparency, recordkeeping, fines, and meeting notices.

**CONTINUING EDUCATION:** *Directors of associations with fewer than 2500 parcels need 4 hours annually. 2500 or more parcels need 8 hours annually. Non-compliant directors are suspended until they meet the requirements. The board may temporarily fill vacancies during suspensions.*

**RECORDKEEPING:** Associations must retain educational certificates for 5 years for member inspection. Lack of certifications on file does not invalidate board actions.

I AM ( ) AM NOT ( ) enclosing an information sheet about myself. I understand that I am responsible for the accuracy of the information contained in my Information Sheet.

**Return to: Shangri-La HOA  
C/O AMERI-TECH COMMUNITY MANAGEMENT PARTNERS, LLC  
24701 US Highway 19 N Suite 102  
Clearwater, Florida 33763**