

Greenbriar of Citrus Hills Owners Association, Inc

2541 N Reston Terrace, Hernando, FL 34442

352.746.6770 / 352.746.3607 fax

TO: ALL UNIT OWNERS

NOTICE is hereby given to all members of Greenbriar of Citrus Hills Owners Association, Inc Annual Member Meeting will be held on April 26, 2022 at 7:00 p.m. at Tuscany on the Meadows, 350 E Norvell Bryant Hwy., Hernando, in Citrus County, FL.

PURPOSE: The purpose of the meeting shall be to elect Directors.

PLEASE TAKE NOTICE OF THE FOLLOWING:

VOTING: As there was 1 candidate who timely delivered their intent to run for the Board of Directors, and 1 open position on the Board, there will be no election. The candidate who turned in their Intent and will be placed on the Board is James David Wheeler, Jr.

PROXIES: If you cannot be present for the meeting, it is important for you to designate by proxy an attorney-in-fact both so that the necessary quorum requirements can be met. A proxy form is enclosed and should be completed, signed and returned to the Association in the envelope provided if the owner cannot be present.

AGENDA: As required by law, the meeting agenda is included with this notice.

POSTING: This notice with attached agenda has also been posted at the Property Managers Office as well as on the condominium property.

BOARD MEETING: As required by the Articles of Incorporation of the association, an organizational meeting of the newly appointed Board of Directors will be held directly following the Annual Member Meeting to appoint officer positions.

Dated: April 12, 2022

By: **Greenbriar of Citrus Hills Owners Association, Inc**

Enclosed: Second Notice of Election, Agenda, General/Limited Proxy (Vote for Financial Waiver), Minutes 2021

Greenbriar of Citrus Hills Owners' Association, Inc.

ANNUAL MEMBERS MEETING

Under the provisions set forth by the Greenbriar of Citrus Hills Owners' Association, Inc. the following Annual Meeting is hereby noticed:

Date: April 26, 2022

Time: 6:30PM Registration / Meeting start time 7:00PM

Location: Tuscany on the Meadows (Quality Inn)
350 E. Norvell Bryant Hwy., Hernando, FL 34442

Agenda:

1. Call to Order
2. Introduction of Current Officers/ Directors
3. Determination of a Quorum & Certifying of Proxies
4. Proof of Notice of Meeting
5. Approval of Minutes of Previous Annual Meeting
6. Introduction of New/ Existing Board Members – Gerry Jones; Harvey Gerber, Spiro Colivas, James Wheeler. One position will be appointed at the next board meeting. If anyone is interested, please leave your name with the CAM.
7. New Business
8. Old Business
9. Adjournment

BOARD OF DIRECTORS MEETING NOTICE

Under the provisions set forth by the Greenbriar of Citrus Hills Owners' Association, Inc. the following Board of Directors Meeting is hereby noticed:

Date: April 26, 2022

Time: Immediately following the Annual Meeting

Location: Tuscany on the Meadows (Quality Inn)
350 E. Norvell Bryant Hwy., Hernando, FL 34442

Agenda:

1. Election of Officers
2. Adjournment

James David Wheeler, Jr.
741 East Hartford St. #31-4B
Hernando, FL 34442

In 2017, my wife Betty and I decided to start a new chapter in our lives. We moved to sunny Florida to reside in the Citrus Hills Greenbriar community. We have been married for 20 years and together we have four children and nine grandchildren. Integrity, Service Before Self and Excellence are important core values I follow in life. My self-dedication and creative abilities have fostered my long and successful military career. As a resident/owner of Citrus Hills, it would be my pleasure to be the eyes and ears for our community members.

PROFESSIONAL SUMMARY

United States Veteran with a Secret Security Clearance and 38+ years of proven experience as a Vehicle Fleet Manager. Possess a comprehensive background in Strategic Planning and Logistical Support derived from conducting domestic and global operations. Possess extensive knowledge in Leadership, Operations Management, and Policy Implementation.

Process Improvement	Excellent Interpersonal Skills	Logistical Support
Budget and Forecasting	Data Analysis	Policy Implementation
Mechanical Aptitude	Organization/Communication	Microsoft Office Suite

PROFESSIONAL EXPERIENCE

VERMONT AIR NATIONAL GUARD - Vehicle Fleet Manager -Various Locations

- Facilitated the organization's \$72 million, 863 vehicle fleet while forward deployed, contributing to a 92.5% mission capable rate.
- Developed a maintenance schedule prioritizing maintenance between multiple users and mission needs, ensuring the fleet remained mission ready.
- Communicated information, both written and verbal, to management and leadership regarding the fleet's mission readiness.
- Managed a budget of over \$61,000 allocated for repairs and parts.
- Enhanced team comradery by developing /participating in organizational team-building events.
- Led a team of 15+ personnel, providing training/mentorship contributing to their professional/personal development while improving morale.
- Promoted safe work activities by implementing safety policies/protocol, conducting audits, and communicating with other departments on safety.
- Developed/implemented plans to improve transportation service control infrastructure from regional to national or global load control center operations.
- Conducted accident investigations involving fleet vehicles, coordinated clean-up and prepared detailed reports.
- Developed training plan for vehicle maintenance technicians which improved data collection/documentation of fleet services/repairs.
- Completed 4 Financial Improvement/Audit Readiness inventories at \$72 million, catapulting the program for Air Force Central Command from worst to first in less than 40 days.

EDUCATION/TRAINING/CERTIFICATIONS

- Graduate of Mascenic Regional High School – 1980
- Graduate of Great Lakes Naval Training Center – 1980
- Collateral Duty Inspector – P3C Aircraft Systems/J85-GE-4A Engines, United States Navy–Various Locations
- Specialized Military Occupational Training, United States Navy- Various Locations
- Basic Leadership/Development Course, Vermont Air National Guard – Various Locations
- Specialized Military Occupational Training, United States Air Force- Various Locations
- Attending College of Central Florida, Ocala/Lecanto - Associates Degree – Business Management
- Attending Ken Jones Real Estate School, Ocala, Florida

James D. Wheeler Jr.
28 Feb 2022