

NORTH END TOWNHOME CONDOMINIUMS

NOTICE

DATE: October 16, 2018
TO: North End Townhome Condominium Homeowners
FROM: North End Townhome Condominium Board of Directors
SUBJECT: **2018 Annual Meeting of the Membership / 2019 Budget Ratification Meeting**

This is formal notice for the **2018 Annual Meeting** of the North End Townhome Condominium Association. Notice is hereby sent pursuant to the guidelines in the Colorado Common Interest Ownership Act (CCIOA) Article 38-33.3-303 and the Association Bylaws Article 5.4. Notice of Meetings. In accordance to the Bylaws, the Association will hold an election for one Board Seat for a three (3) year term.

We are pleased to report Sandy Neville is standing for re-election for a three year term. If you are interested in running for the Board, please fill out and return the enclosed nomination form by the deadline. Your name will be added to the preprinted election ballot. Nominations will also be taken from the floor on the evening of the meeting. Only members in good standing will be entitled to vote during the meeting. If you would like to bring your account into good standing please contact management at 303-309-6220 as soon as possible.

The Association will hold discussion regarding the enclosed 2019 Adopted Budget. Unless 67% of the Members vote to reject the budget, the budget will be deemed ratified. There is no other business scheduled to come before the Members at the Annual Meeting. A short Board Member Meeting will be held following the Annual Meeting.

Please fill out and return your proxy even if you plan to attend. You may reclaim your proxy at the meeting but it is vitally important we receive enough proxies in order to achieve quorum and conduct business of the Association.

Meeting will be held as noted below:

Date: Tuesday, November 6, 2018 Registration Begins at 6:15 p.m.
Meeting Time: 6:30 p.m.
Where: The Louisville Library – 951 Spruce Street, Louisville, CO 80027

Business to come before this meeting:

- I. Call To Order / Proof of Notice
- II. Establish Quorum (20% of homes)
- III. Approval of the 2017 Annual Meeting Minutes
- IV. 2019 Annual Budget Ratification – Adopted Increase
- V. Election (1 seat for a three year term)
- VI. Adjourn

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PROXY

I do hereby constitute, make, and appoint _____ (name) with full power of substitution, for me and in my name, place and stead, to vote at the **North End Townhome Condominiums, Inc. 2018 Annual Meeting at The Louisville Library** located at **951 Spruce Street, Louisville CO 80027** on **Tuesday, November 6, 2018 Start Time at 6:30p.m.**, or at any adjournment thereof, for the 2018 Annual Meeting along with such other business as may properly come before said meeting, according to the number of votes I would be entitled to cast if personally present.

Witness my hand this _____ day of _____, 2018

Signature

Address

PRINTED NAME

Date

RETURN SIGNED PROXIES TO: North End Townhome Condominium Association (mail or fax) c/o Metro Property Management, Inc. (address below) or email to danderson@MetroPropertyMgt.com **NO LATER THAN MONDAY November 5, 2018 BY 5:00 pm. Proxies may be carried into the meeting.**