

Homeowners Association, Inc.
2018 ANNUAL/2019 BUDGET RATIFICATION

DATE: October 26, 2018
TO: Sawgrass Condominium Association
FROM: Sawgrass Condominium Association Board of Directors
SUBJECT: Annual Meeting of the Membership/2019 Budget Ratification Meeting

The Sawgrass Condominium Association, Inc. is hereby sending notice of the 2018 Annual Meeting of the Membership pursuant to the Bylaws of the Sawgrass Condominium Association, Article 3 – Section 3. Of the five seats, three (3) Board Member(s) will be elected to the Board of Directors for a two (2) year term.

We are pleased to report that Gail VanSickle and William Huddy are both standing for reelection. If you are interested in running for the Board of Directors, 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. According to Article 7, Paragraph B only qualified members may vote. 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. You are also welcome to attend this 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: Monday- November 19, 2018
Time: 6:30 p.m. (registration at 6:15 p.m.)
Where: PHILIP MILLER LIBRARY – 100 SOUTH WILCOX STREET CASTLE ROCK, CO 80104
Purpose: Annual Meeting of the Membership/2019 Budget Ratification

Business to come before this meeting:

- I. Call To Order / Establish Quorum (20%)
- II. Proof of Notice
- III. Approval of last Annual Meeting Minutes
- IV. Financial Review and 2019 Budget Ratification – 4.651% increase
- V. Election
- 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 Sawgrass Condominium Association, Inc. Owner's Meeting at, the Philip Miller Library, 100 South Wilcox Street, Castle Rock CO 80104, on Monday, November 19, 2018 at 6:30p.m. or at any adjournment thereof, for the 2018 Annual Meeting, for the election of director(s) and for the transaction of 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: SawGrass Condominium Association (mail or fax) c/o Metro Property Management, Inc. (address below) or email to danderson@MetroPropertyMgt.com **NO LATER THAN FRIDAY November 16, 2018 BY 5:00 pm. Proxies may be carried into the meeting.**