

SHAYLOR CREEK CONDOMINIUM ASSOCIATION

ANNUAL MEETING NOTICE

December 8, 2020

Dear Homeowner:

The Annual Meeting of the Shaylor Creek Condominium Association will be held on Wednesday, January 13, 2021 at 7:00pm via Zoom.

The affairs of the association are managed by a Board of three (3) Trustees, who are members of the Association. The purpose of the meeting will be to elect three (3) homeowners to serve on The Board for one (1) year terms.

The meeting allows each homeowner to participate directly in the decision-making process of your Condominium Association. **YOUR ATTENDANCE IS IMPORTANT!**

The Annual Meeting Agenda and proxy are enclosed. We look forward to seeing you!

The Shaylor Creek Condominium Association Board of Trustees

SHAYLOR CREEK CONDOMINIUM ASSOCIATION

2021 ANNUAL MEETING
JANUARY 13, 2021

AGENDA

- I. Call to Order: 7:00 pm
- II. Welcome and Introductions:
- III. Attendance:
- IV. Proof of Notice: Notice of the meeting was mailed to each member of record on December 10, 2020
- V. Reports:
 - A. Financial
 - B. President
- VI. Election
 - A. Election of Board of Trustee
 1. Nominations
 2. Motion and second to close nominations
 3. Nominees to address the membership about their interest to serve on the Board of Trustees
 4. Vote
- VII. Old Business:
- VIII. New Business:
- IX. Adjournment:

PROXY INFORMATION

If you are unable to attend the meeting, you can participate by exercising your vote of proxy in one of two ways as follows:

1. You may appoint someone to vote as your agent. Simply place the name of your agent in the space provided. Your agent will receive a ballot at the meeting and vote for you at that time.
2. Select to abstain. Simply write "Abstain" in the space provided. This will indicate that you wish to abstain from voting, but will contribute to the establishment of a quorum needed to elect Board Members.

PLEASE RETURN ALL COMPLETED PROXIES TO:

STONEGATE PROPERTY MANAGEMENT, INC.
 431 Ohio Pike, Suite 210
 Cincinnati, OH 45255
 email: stonegatepm@spmhoa.com

Proxies sent to the management company must be received by 5:00 PM on January 13, 2021.

**SHAYLOR CREEK CONDOMINIUM ASSOCIATION
 ANNUAL MEETING OF THE MEMBERSHIP
 January 13, 2021
 PROXY**

Date: _____

I, the undersigned Homeowner, represent that I am unable to attend the Annual Meeting of the Association on January 13, 2021 and hereby appoint:

_____ as an agent, in my name, place and stead, to vote on my behalf as he/she sees fit on all business that may come before the meeting.

Name (please print)

Signature of homeowner

Address

Date

**IT IS IMPERATIVE TO RETURN YOUR PROXY IF YOU CANNOT ATTEND.
THE MEETING CANNOT BE HELD IF A QUORUM IS NOT ESTABLISHED.**