

**WEST MEADOW OWNERS' ASSOCIATION  
NOTICE OF ANNUAL MEETING 2020**

**TO:** All Members/ Owners West Meadow Owner's Association\*  
**FROM:** Board of Directors West Meadow Owners' Association

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*\*Although under the Declaration of Covenants (the "Covenants") and the Bylaws (the "Bylaws") of the West Meadow Owners' Association (the "Association") the terms Owner and Member are used with the same meaning in various provisions, in this notice the term Members is used to refer to the individuals or entities identified in such documents either as Member or Owner.*

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**PLEASE TAKE NOTICE THAT** the 2020 Annual Meeting of the Members of the Association will take place on **Saturday October 10, 2020 beginning at 2pm at 418 Mathew Bird Circle**. If the business of the meeting cannot be conducted due to a lack of a quorum the meeting will be adjourned and will be reconvened on **Saturday October 17, 2020 at 2 pm at the same location**.

Weather permitting the meeting will be held on the vacant lot adjacent to this property. In the event of inclement weather the meeting will be moved under cover. Members planning on attending are asked to bring folding chairs and to comply with State and County masking regulations. Social distancing guidelines will apply and the meeting will be limited to no more than 50 attendees.

**THIS NOTICE IS BEING SENT TO** all Members by regular mail and/or e mail where the Association has such e mails on file and is being posted on the website of the Association . Notices also will be posted on the cluster mail boxes in West Meadow.

**THE MEETING IS BEING HELD FOR THE PURPOSES OF** (1) nominating and electing the members of the Board of Directors of the Association ("the **Board**") each of the Directors (the "**Directors**") to serve a three year term; (2) presenting and reviewing the 2021 Annual Budget and dues structure for the Association as well as the financial and operating reports for the Association ; and (3) considering any matters that may properly come before the Meeting pursuant to the Covenants or Bylaws.

**A FORM OF PROXY** for use by Members that do not plan on attending the Meeting will be included with the mailed and e mailed copy of this Notice. **RETURNING OF THE PROXY BY MEMBERS NOT PLANNING TO ATTEND THE MEETING IS IMPORTANT TO ASSIST IN ESTABLISHING THE QUORUM (25% of the Members) NECESSARY TO CONDUCT BUSINESS AT THE MEETING.**

Dated this 8<sup>th</sup> day of September 2020

BY THE BOARD OF DIRECTORS