

**ROOSEVELT RIDGE HOA BOARD OF DIRECTORS, OFFICE OF THE SECRETARY**

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April 26, 2020

Dear Roosevelt Ridge HOA Members,

The HOA will conduct the 2020-2021 Board of Directors (BOD) elections at the upcoming Annual Meeting of Members. If you are interested in running for a BOD position, please send your confirmation via email to the official HOA Board address at [rooseveltridgebod@gmail.com](mailto:rooseveltridgebod@gmail.com) by Thursday, April 30.

All three of the current Board of Directors intend to run again for re-election. If any other members submit an email to express their interest in running, as HOA Secretary, I will notify the Members that we have a contested election and the Board will solicit a volunteer ballot committee and conduct a vote by secret ballot as required.

The Annual Members Meeting is planned for Thursday, May 14 and the notice for the official meeting notices will be mailed on Friday, May 1.

Any member wishing to provide a proxy for their vote must email a proxy statement to the BOD at [rooseveltridgebod@gmail.com](mailto:rooseveltridgebod@gmail.com) no later than Wednesday, May 13. The BOD will forward these statements to me for recording.

*I, [lot owner's name], the owner of [lot #], grant [name of proxy] to act as my proxy. I understand I can revoke this appointment at any time. The proxy is effective immediately and will remain in effect for 11 months or expire on [TBD Date – not to exceed three years]*

*Lot Owner*

*Date*

In order to be a valid voting member, your quarterly common assessment fee payments must be current. Each voting member will cast 3 votes, one for each director nominee.

Sincerely,

Kate Anderson  
Secretary, Roosevelt Ridge HOA