



Meadowwood Glen
Homeowners Association

July 12, 2024

RE: 2024 Annual Membership Meeting & Election of Directors

Dear Member(s),

Enclosed please find a Ballot for your review and completion prior to the upcoming Annual Membership Meeting. The meeting will be hosted in-person, details are listed below:

TIME & DATE: 6:15pm on Tuesday, July 30, 2024

LOCATION: 1202 N Winchester Ln
Liberty Lake, WA 99019

Please return the enclosed Ballot so it's received by 3pm on 7/30/24.

In order for the vote to take place, the Association must achieve a quorum of 34% (33 lots), which is tallied by Ballot submission. Without a quorum the vote will be adjourned and reconvened at the Association's time and expense. To ensure the Association achieves quorum, please submit your Ballot today. Members that submit a Ballot marked "Option 1: Quorum Only" will be offered a chance to vote for their preferred candidate in-person at the Annual Meeting. In other words, returning a Ballot for quorum now will not negate your ability to vote for your preferred candidate in-person at the Annual Meeting.

POTLUCK ANNOUNCEMENT: Just prior to the Annual Meeting, the Association will host a potluck beginning at 5:30pm. The Association will provide hot dogs, soft drinks and paper products (plates and napkins). Please bring a dish to share and meet your neighbors in this family friendly, community-centered event. We hope to see you there!

Please reach out to Rockwood Property Management by any means listed below with any questions or concerns you may have. Thank you for your continued support.

In partnership,

Rockwood Property Management
For MeadowWood Glen HOA

WEBSITE: www.meadowwoodglenhoa.com

PHONE: (509) 321-5921

EMAIL: meadowwoodglenhoa@rockwoodpm.com



Meadowwood Glen
Homeowners Association

2024 Annual Membership Meeting
July 30, 2024 @ 6:15pm

AGENDA

1. Call to Order: Introductions & Roll Call
2. Proof of Notice
3. Board Member Election
 - a. Call for Nominations from the Floor
 - b. Candidate Introductions
 - c. Vote Online or by written Ballot
 - i. Voting closes at 6:30pm
4. Financial Report
 - a. 2023 Yearend Report
 - b. Year to date Financial Report
5. New Business
 - a. IRS Ruling 70-604 Tax Election
 - b. Review & Adopt 2023 Annual Meeting Minutes
6. Community Update
7. Committee Reports
8. Adjourn

A Board of Directors Meeting will be held directly following the Annual Membership Meeting, the agenda for which is below:

1. Call to Order
2. Old Business
3. New Business
 - a. Enumeration of Officers
4. Homeowner Forum
5. Adjourn

Meadowood Glen
Homeowners Association

2024 Annual Membership Meeting

Voting Instructions

Several options are available for Ballot remittance. Each option requires that you take specific action by the posted deadline to ensure your vote is counted. Please select ONE of the following voting options. Submission of multiple ballots (online and/or by mail) by a single lot will invalidate the vote submitted for said lot. Each lot may vote only once; multiple owners of a single property should discuss their voting preferences prior to submission then cast their vote collectively. The description of each action subject to member vote is included on the Ballot, a copy of which is enclosed and also posted to the website. Ballots received after the deadlines stated below will be invalid and will not count towards the voting outcome so please plan accordingly.

1. ONLINE BALLOT

Online votes must be submitted by 6:30pm on 7/30/24 via the following link. If you intend to vote online, please do not complete the enclosed Ballot.

DIRECT LINK to the ONLINE BALLOT: www.meadowoodglenhoa.com/online-ballot

Please follow these steps to cast your ballot online:

- a. Visit the online ballot website: www.meadowoodglenhoa.com
- b. Click the ONLINE BALLOT button on the home screen.
- c. Complete the required information requested in the ballot form. To validate the ballot, the homeowner's name must be entered as it appears on title. Voting is optional but the required information is mandatory in order to count your Ballot towards quorum.
- d. Please remember that each lot may only vote once. If you submit an online ballot, please do not return the enclosed ballot by mail.

2. DELIVER to ROCKWOOD PROPERTY MANAGEMENT

Votes submitted via the enclosed Ballot must be received by 3pm on 7/30/24. There are several options for delivering your completed Ballot to Rockwood Property Management "RPM" (1421 N Meadowood Ln Suite 200, Liberty Lake WA 99019) as follows:

- a. Courier or mail first class US Post to RPM using the enclosed postage paid return envelope.
- b. Personal delivery to RPM. Office hours are 9am – 5pm but ballots may be deposited into the green HOA payment collection box (located at the eastern entrance to our building) at any time up until the deadline stated above.
- c. Email to meadowoodglenhoa@rockwoodpm.com. Please complete the enclosed Ballot then scan (or take a picture) and email to the address listed above.

Candidate Statements

2024 Annual Membership Meeting

Meadowwood Glen
Homeowners Association

The following information was supplied to the HOA through candidate nomination and was transcribed exactly as submitted.

TRAVIS SCOTT

I am the Founder and Principal Consultant at Rainier RevOps. Prior to this I was the Director of Marketing for a medical component company and have worked at companies ranging from Microsoft and Booking.com to startups.

I hold a BS in Environmental Science and Public Affairs from Indiana University and an MBA from the University of Colorado. In 2023, I ran for Liberty Lake City Council, missing the seat by just 213 votes.

Originally from Indiana, I have also lived in Denver and Seattle before settling here. I am a husband and father of three energetic boys aged 2, 4, and 6. My interests include cycling, watching all kinds of sports, hiking, and reading non-fiction. I was previously part of the Spokane County Master Gardener program and am passionate about horticulture- specifically native plants and backyard habitats.

Additionally, I am the author of "Think Differently-How Recruitment Marketing Gets You Noticed Above the Noise."

BALLOT

2024 Annual Membership Meeting

Pursuant to the Bylaws, a quorum must be present to hold a vote on any matter rightfully brought before the members. Please help us achieve quorum by returning this Ballot by the deadline set forth in the Voting Instructions. Please complete only ONE of the following options.

OPTION 1: QUORUM ONLY

Please count my lot towards quorum for the 2024 Annual Meeting and any adjournment thereof. *(If you select this option, please do not complete Option 2. Skip to Ballot Validation.)*

OPTION 2: VOTE BY BALLOT *To submit your vote using this Ballot, please follow the voting instructions for each ACTION FOR VOTE listed below.*

➤ ACTION FOR VOTE: BOARD OF DIRECTORS ELECTION

To cast your vote, please mark the box next to one (1) candidate for election to the Board of Directors. Once elected, Directors serve a term of three years.

Travis Scott

Write in Candidate (print name): _____

➤ ACTION FOR VOTE: 2024 AUDIT REQUIREMENT (per RCW 64.38.045(2))

Do you want the HOA to contract a CPA to perform a review of the Association's financial records for the year ending on 12/31/2024, the cost for which will add \$30 to each homeowner's annual assessment? Please mark one of the boxes below to indicate your vote.

YES, I want the 2024 financial report reviewed by a CPA and therefor accept the Assessment increase required to fund this service.

NO, I prefer to forego the 2024 Audit requirement.

BALLOT VALIDATION (required) *This ballot is not valid until the following information is completed and the homeowner signs where indicated.*

MeadowWood Glen Address: _____

Date: _____ Signature: _____

Date: _____ Signature: _____

**** This Ballot is due by 3pm on 7/30 – Electronic Ballots due by 6:30pm on 7/30 ****
All Ballots are acknowledged and verified by Rockwood Property Management upon receipt.