

COTTONWOOD SQUARE AND COMMONS HOMEOWNERS ASSOCIATION, INC.

P.O. BOX 25466

TEMPE, ARIZONA 85285-5466

PHONE (480) 820-3451 FAX (480) 820-7441

NOTICE
ANNUAL MEETING OF THE MEMBERS

An Annual Meeting of **COTTONWOOD SQUARE AND COMMONS HOMEOWNERS ASSOCIATION, INC.** will be held:

WHEN: Wednesday, February 26, 2020

TIME: Meeting begins at 6:30 PM

PLACE: Community Pool Clubhouse

AGENDA

- 1) Opening Remarks
- 2) Financial Summary
- 3) Election of Directors
- 4) Open Discussion
- 5) Adjournment

The Annual Meeting of the Members shall include an election of Directors to the Board of Directors. If you are interested in serving on the Board of Directors, please inform the Association, c/o Kinney Management Services, by mail at the address above or by fax at the fax number above or by email to Lori@kinneymanagement.com—**NO LATER THAN 5 PM, MONDAY, FEBRUARY 10, 2020**. Be sure to indicate exactly how you would like your name to appear on the ballot.

Also, since Members may not know who you are, each candidate has an opportunity to introduce him or herself by way of a letter of intent, indicating why you would like to serve on *Cottonwood Square and Commons Board of Directors*. The letter should not exceed 300 words. Generally, such a letter would include how long you have lived in the community, your reasons for desiring to serve, whether you have previous board, committee, or related experience, or any matter you feel is relevant. The letter of intent must be received by the Association in the manner referenced above by the February 10th deadline in order for your name to be included on the ballot.

Absentee Ballots identifying candidates who have expressed an interest in serving on the Board of Directors will be mailed to Members soon after the February 10th deadline with instructions on voting the Absentee Ballots. Information submitted by way of the letter of intent will be included. Please be advised that nominations for Director will not be taken from the floor at the meeting to assure that all Members voting, whether by Absentee Ballot or at the meeting, will have had an opportunity to consider the identical slate of declared candidates.