

BROADSTONE PLACE OWNERS ASSOCIATION

NOTICE OF RESCHEDULED GENERAL MEMBERSHIP MEETING

TO: Broadstone Place Owners Association Members

SUBJECT: Annual General Membership Meeting

DATE: Tuesday, June 11, 2019

TIME: 3:00 PM

LOCATION: Johnson Ranch Management Office, 2140 Professional Drive, Suite 260 Roseville, CA 95661

AGENDA

- I.** Meeting Called to Order – 3:00 PM
- II.** Determination of Quorum
- III.** Introduction of Board of Directors
- IV.** Approval of Minutes, 2018
- V.** Financial Business
 1. IRS Ruling 70-604
- VI.** Director Comments
- VII.** Open Forum
- VIII.** Election Results
- IX.** Adjournment

SECRET BALLOT VOTING INSTRUCTIONS

BROADSTONE PLACE OWNERS ASSOCIATION

Dear Members:

Enclosed is your secret ballot to vote on election of Directors. Please review these instructions *prior* to completing your secret ballot as it differs from written ballots you may have used in past Association elections or votes. Following these instructions better ensures that your secret ballot will be counted to determine the outcome of the pending matter.

A. The secret ballot describes the nature of the election or vote being conducted. Once you have reviewed the ballot and any supplemental materials regarding the matter being voted upon, please indicate your vote on the secret ballot by checking the appropriate box or boxes.

B. Do not write your name, address, or lot number on the secret ballot.

C. After you have indicated your vote(s) on the secret ballot, place it in the smaller, inner envelope. Seal the smaller, inner envelope. **Do not make any markings on this envelope.**

D. Insert the smaller, inner envelope into the larger, outer envelope addressed to the Inspector of Election. Seal the larger, outer envelope.

E. On the larger, outer envelope **PRINT** your name, property address and lot number in the *upper left hand corner*. **Sign your name below the information you printed on the larger, outer envelope. Johnson Ranch Management handles a large number of Associations, some of which may hold their annual meeting around the same date as Broadstone Place. Please be sure to fill the top left hand corner so that JRM will know which envelope belongs to which Association. YOUR VOTE CANNOT BE COUNTED IF THIS SECTION IS NOT FILLED OUT COMPLETELY.**

F. You may mail your ballot to the Inspector of Election (the address has been pre-printed onto the larger, outer envelope) or you may hand deliver your ballot to the following location:

Johnson Ranch Management
2140 Professional Drive, Suite 260
Roseville, CA 95661

G. Please keep in mind that if you *mail* your secret ballot, it must be received by 3:00 PM on **June 11, 2019** in order to be counted. If you *hand deliver* your secret ballot on the day of the annual meeting, it must be received at the Johnson Ranch Management office by 3:00 PM on **June 11, 2019** in order to be counted.

H. Once your secret ballot is cast, it cannot be revoked. A ballot is "cast" when it is received.

