

The Woods at Elm Creek Homeowners Association
PO Box 453
Champlin, MN 55316

Email Address: www.thewoodsatelm creek@gmail.com Website: www.thewoodsatelm creek.com

January 23, 2017

RE: Annual Meeting of Homeowner's & Mailbox meeting scheduled FEBRUARY 26th, 2017

Dear Homeowners,

A big "Thank you" to our homeowners for voting and participating in the mailbox initiative! By now many of you have likely viewed the results posted earlier on our website. However, for those that missed it we had 87% participation rate from our homeowners! Results overwhelmingly were for locking boxes at 71% with replacing with cedar at only 17%. Therefore the board did proceed with the USPS process indicating our intent for changing to locking boxes in 2017.

Over the last two months, the board has been working diligently with the USPS and our contractor to solidify the mailbox CBU locations, cost, and timeline.

At this time, that process is nearly complete. In effort to save meeting costs, we have scheduled time concurrent to our annual homeowner meeting to present this information to all homeowners and have a USPS representative available for any additional questions, The date for the MAILBOX /ANNUAL meeting will be on:

**Sunday February 26th, 2017 6:00-8:30pm
Champlin Ice Forum**

Additionally,

1. We will be accepting nominations and voting for 1 opening on the Woods at Elm Creek Homeowners Association Board. All nominations should be sent via the Woods email or in writing delivered to a board member. Nominations received by Feb. 17th will be listed on our Woods website for homeowner review prior to the meeting and these nominee names will appear on our printed ballot for voting. There will be a final call for nominations held at the annual meeting. Any individuals nominated at that time will be "write in" on the ballot.

The election of board members is a critical element to our woods association and the future health of our homeowner community and property values. Homeowner participation is vital. If you have previously served on the board we thank- you for your time and service, but if desired please consider for another term. The Woods at Elm Creek is known among realtors as very marketable real estate because of our aesthetics and natural appearance and our active board status. If you are interested in volunteering as a board member but would like more information about duties and responsibilities please contact us!

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As a homeowner, your participation at our meetings and with the election of our new board members is valued. While we highly encourage you to attend this mailbox & annual meeting in person, we do understand that, for some of you, the scheduling will not allow you to attend. Therefore, we are including a Woods Association Proxy Form for you to use to participate in this election process.

If you elect to use a Proxy, a few important considerations are:

- WHO you will elect as your proxy
- To WHAT extent your proxy may vote for you.
 - You may choose to select a nominee and vote yourself and then have your proxy (either another homeowner or a board member) vote that choice on your behalf. Known nominee choices will be posted on our website by Feb 19th for your review.
 - Or, you may choose to give your vote in its entirety to the individual named as your proxy. It is therefore very important that you carefully weigh what the best decision is for you and select your proxy carefully.

The agenda for the Mailbox Initiative Meeting & Annual Meeting on February 26th, 2017

6:00-8:30 is as follows:

1. Call to Order 6:00 PM
2. Mailbox Initiative 6:00-7:00: present CBU locations, cost, and timeline. Have USPS representative available for questions. We will start the mailbox mtg promptly at 6. If completed prior to 7pm we will immediately begin the regular meeting agenda, otherwise we will end the mailbox meeting by 7pm.
3. Review of Board activities completed in 2016
4. Affirmation of Identified Nominee's for 1 board member opening /final call for new Nominee's
5. Treasury Update (Kalman-Mike)
6. Landscaping Update (Shanna)
7. Update from ACC (Todd McDowell)
8. Ballot Voting -- *remember you must be current on 2016 dues to vote*
9. Tally of Votes
10. Announcement of new board member
11. Adjournment : no later than 8:30 based on room availability

On behalf of the current Woods at Elm Creek association board, thank you for your continued support and engagement in your Woods community. We have heard from many of you about the positive changes in process and communication over the last year. Please continue to use our Woods Association website to get your questions or concerns addressed as well as to find updates important to our homeowners. We look forward to seeing you on Feb. 26th at the Ice Forum.

Respectfully,

Shanna Johnson, Kalman Bundy, Michelle McMurray, Todd McDowell, Mike Young
Woods at Elm Creek Homeowners Association Board

Woods at Elm Creek Homeowners Association

Proxy for Annual meeting

I hereby revoke all previous proxies and appoint _____ as my proxy. **If no one is named above, the current Board of Directors will act as my proxy** and vote my place at the Annual Meeting of the members of the association to be held on Feb 26, 2017 from 6:00-8:30 at the Champlin Ice Forum and at any adjournment thereof. I authorize my proxy to vote as follows:

_____ ABSTAIN from member voting and use this proxy for quorum purposes only, or

_____ I DELEGATE MY VOTE to the proxyholder listed above to vote at their discretion

_____ I VOTE AS DIRECTED BELOW:

Election of One (1) NEW Board Members:

_____ (3 yr. term)

A proxyholder is defined as someone at least 18 years old who votes in your place at the Annual Meeting according to your instruction above. **Your proxyholder must be present at the meeting for this proxy to be valid.**

This proxy may be revoked by written notice from you delivered to the Association Board prior to the vote or by your appearance at the meeting requesting a ballot to vote at the meeting.

Signed: _____ Date: _____

Address: _____

Phone Number or email : _____

If you will not be at the meeting and wish to participate via use of a proxy:

Proxies may be returned on or before Feb 25th, 2017 by:

- Mail - Woods at Elm Creek Homeowners Association, PO box 453 Champlin MN 55316.
- Scanned and emailed- to the board : thewoodsatelm creek@gmail.com
- Given Directly to a board member