



TRAILMARK HOMEOWNERS ASSOCIATION, INC.
Community Resource Services of Colorado, LLC
7995 East Prentice Avenue, Suite 103E
Greenwood Village, CO 80111
(303) 381-4960 – Office

NOTICE OF BUDGET RATIFICATION MEETING FOR TRAILMARK HOMEOWNERS ASSOCIATION

NOTICE OF ANNUAL MEETING FOR TRAILMARK HOMEOWNERS ASSOCIATION

«name»

«street»

«city»

DATE: THURSDAY, NOVEMBER 12, 2020
TIME: TRAILMARK METROPOLITAN DISTRICT TO BEGIN AT 6:30PM
HOA BUDGET RATIFICATION MEETING/ANNUAL MEMBER MEETING: 7PM
ZOOM - <https://zoom.us/j/92393503059>
OR VIA PHONE (346) 248-7799 WITH MEETING ID: 923 9350 3059

RECORD DATE: October 31, 2020

Special Meeting

You are invited, as a member of the TrailMark Homeowners Association, to attend the Special Meeting to ratify the 2021 budget which you will find enclosed. While comments have been made online to host an in-person meeting, the meeting will be held via Zoom. The main reason for this is to ensure the safety of all residents and to follow State orders regarding gatherings and social distancing. As is the case at every Annual Meeting, voting will be anonymous and only those homeowners in good standing are allowed to vote. While the online comments claim this reduces transparency, the HOA feels it increases transparency as it allows more residents to attend (as we have seen with recent Board meetings) and remain safe at home.

Annual Meeting

You are invited, as a member of the TrailMark Homeowners Association, to attend the Annual Meeting of Members. The purpose of the meeting is to receive a presentation of an annual report on the Association's activities and financial status. The HOA must also hold an election to fill three (3) seats on the Board of Directors. If you are interested in running for the Board, you may either download a self-nomination form from the Association website at www.trailmark.org, or email the management company akelly@crsofcolorado.com. The Annual Meeting will be held on November 12, for which the HOA needs a quorum to hold the meeting...send back those proxies! The meeting will include all normal business, except for the vote for Board members. Please also find the draft minutes on the TrailMark website (www.trailmark.org) for review prior to the meeting.

The election process will be different than in the past: all candidates running for the Board will introduce themselves during the meeting, but the vote will take place after the meeting. Given the COVID-19 pandemic, this year the HOA Board elections will be held by mail-in (or drop off) ballot. Following the Annual meeting, a ballot will be mailed to every home with a stamped return envelope, to vote for Board candidates. Ballots must be received by the management company not later than Monday, November 30 by 5:00pm. Ballots will be processed at the management offices at 7995 East Prentice Avenue, Suite 103E, Greenwood Village, CO 80111 on December 2, 2020 at 9:00am. Homeowners are invited to participate in the ballot process opening, processing and counting ballots. A Board meeting will be held on December 3, 2020 at 7 PM to announce the election results.

Sincerely,
TrailMark Homeowner Association Board of Directors

PROXY INFORMATION:

Enclosed with this notice is a PROXY. Please complete the proxy, sign and return it ASAP. If you attend the Annual Meeting, the proxy becomes void and you will count toward quorum in person.

It is essential that we have a quorum to vote and conduct business at the Annual Meeting. If we do not have a quorum of lots represented in person or by proxy, the Annual Meeting will have to be re-scheduled at a cost to the Association. You can assist in avoiding this unnecessary expense to the Association by completing the enclosed proxy and returning it to the Association Manager as soon as possible.

A proxy must be received by the Association Manager or an Officer of the Board no later the 11:59 pm on Wednesday, November 11, 2020.