

November 1, 2016

BEEBE DRAW FARMS PROPERTY OWNERS ASSOCIATION

NOTICE

ANNUAL MEETING

December 7, 2016

Sign In & Dinner at 6:00 p.m. / Meeting starts at 7:00 p.m.
Pelican Lake Maintenance Building

Please plan on attending the 2016 Annual Meeting of the Association to be held at the time and place shown above. This meeting is held in accordance with the legal documents of the Association. The purpose of this meeting is to elect three (3) Board Members to serve a term of two (2) years. This is a volunteer position and attendance at quarterly Board Meetings is required. This is an excellent opportunity to get involved in the decision-making process of your community. A question and answer period will follow the meeting. A question and answer period will follow the meeting. Those interested in running for the Board should fill out the attached nomination form and submit to MSI, LLC no later than December 6, 2016. The meeting will also offer a general discussion for homeowners at the conclusion of the election. A copy of the Board Adopted Budget for 2017 is included in this mailing. The Annual Assessment will remain the same for 2017 at \$300 for the year. Vacant Lots will continue to pay 20% of the Annual Assessment.

If you are unable to attend the Annual Meeting, please complete the following proxy and give it to the person you are authorizing to vote for you. You must designate a specific person and not leave the space blank or open-ended. The person you designate must be at the meeting in order for your vote to be cast. The proxy must be signed and dated. The Annual Meeting can only take place if a quorum is obtained, so please attend or give your proxy to someone who will attend.

Beebe Draw Farms Property Owners Association
c/o Christy McCutchen, CAM, CMCA®
MSI, LLC
2725 Rocky Mountain Avenue, Suite 330
Loveland, CO 80538
(970) 663-9693 Fax: (970) 635-0517
cmccutchen@msiho.com

I hereby authorize _____ to cast ballots on my behalf at the 2016 Annual Meeting of the Beebe Draw Farms Property Owners Association. This proxy and appointment includes the right of the proxy to substitute a successor proxy and the right of the proxy to vote at all adjourned meetings of the Annual Meeting as presently scheduled.

Name

Signature

Address


Date

NOTE: THIS PROXY MUST BE SIGNED IN ORDER TO BE VALID.

If you cannot attend this meeting and would like to have another represent your vote, please insert the name of the attending homeowner or Board Member you would like to represent your interests. You may insert one of the following names into the proxy and fax it to (970) 635 0517 or email it to cmccutchen@msiho.com no later than December 6, 2016.

Board Members are Sandy Adkins, Bill Caldwell, Jennifer Teets, Eric Wernsman, and Rod Gantenbein.

Access to general information, all required documents, and HOA-related policies can be found on your community's website: www.bdf.msihoa.co



Pelican Lake Ranch HOA
cordially invites you to the

ANNUAL HOLIDAY PARTY

December 7
6:00 p.m. to 9:00 p.m.

Location-**The New Maintenance Building**

The HOA will be sponsoring a catered dinner and will be electing board members. Please bring the entire family!!!

Please R.S.V.P. by November 23 to:

Tina Wernsman
Beebedraw@gmail.com

**Beebe Draw Farms Property Owners Association
Annual Budget Report
10/7/2016**

Accounts	2017 Budget
Income:	
400000 - Assessments - Owners	\$23,700.00
400030 - Assessments - Declarant	\$4,860.00
Total Income:	\$28,560.00
Expense:	
602000 - Administrative	\$2,100.00
602020 - Postage	\$200.00
602070 - A/R Processing Fee	\$180.00
602080 - Lien Processing Fee	\$100.00
603000 - Insurance	\$700.00
603020 - Insurance - D&O	\$6,500.00
605000 - Management	\$9,648.00
605008 - Tax Preparation	\$200.00
606000 - Legal	\$2,500.00
655000 - Social Activities	\$3,500.00
656000 - Committees	\$550.00
680000 - Miscellaneous	\$100.00
690000 - Bad Debt	\$600.00
Total Expense:	\$26,878.00
Budget Difference:	\$1,682.00

BEEBE DRAW FARMS
PROPERTY OWNERS ASSOCIATION
BOARD MEMBER QUALIFICATIONS

Beebe Draw Farms POA Bylaws

Section 5.2 Qualification for Board of Directors.

- (a) Only one Owner per Lot, eligible to vote, current in the payment of Assessments, and otherwise in good standing, may be elected to, or appointed to fill a vacancy on the Board.
- (b) If any Lot is owned by a partnership, corporation or trust, any officer, partner, trustee or employee of that entity shall be eligible to serve as a Director and shall be deemed to be a Member for the purposes of these Bylaws.
- (c) Any Director who is more than 60 days delinquent in payment of any Assessment shall not be qualified to serve on the Board.
- (d) Any Director who has unexcused absences from three consecutive Board meetings shall not be qualified to serve on the Board. An absence will be excused if the absent Board member notifies the Board president of the planned absence and the reason for the absence at least three days before the meeting, and a majority of the remaining Board members approve the absence as being for a valid purpose.
- (e) Any Director who is in violation of any provision of the Governing Documents of the Association for more than 30 days shall not be qualified to serve on the Board.
- (f) Any Director who maintains an adversarial proceeding of any type against the Association shall not be qualified to serve on the Board for the duration of the proceeding.
- (g) Any Director who discloses confidential information acquired by virtue of his or her position on the Board shall not be qualified to serve on the Board. Information will be deemed "confidential" if a majority of the Board of Directors determines, in its sole discretion, that it is confidential prior to the disclosure. The Board may also adopt rules, regulations, policies, and/or procedures further addressing confidentiality.
- (h) Once elected or appointed, each Director may attend at least one educational program per year related to the management, operation or law of community associations. The Director shall be entitled to reimbursement of any actual or necessary expenses incurred in attending such educational program(s), as long as approved, in advance, by the Board of Directors. Any such expenses shall be treated as a Common Expense.
- (i) If a Director is not qualified to serve on the Board, the Director's position shall be deemed vacant.
- (j) An Owner who does not meet the qualification requirements set forth above for serving on the Board at the time of an election, will not be permitted to run for the Board.

BEEBE DRAW FARMS PROPERTY OWNERS ASSOCIATION
BOARD OF DIRECTORS NOMINATION FORM

I wish to nominate:

Nominee: Name: _____

Address: _____

as a candidate to serve on the Board of Directors of Beebe Draw Farms Property Owners Association.

To the best of my knowledge, this candidate meets the qualifications of Director as described in the BDF POA Bylaws.

Person making nomination: Name: _____
Address: _____
Email: _____
Phone: _____

Signature: _____ Date: _____

Please return this ballot by **December 6, 2016** for name to be on the printed ballot

Nominations will also be allowed from the floor at the Annual Meeting.

Please forward to: Beebe Draw Farms Property Owners Association
c/o Christy McCutchen, MSI, LLC
2725 Rocky Mountain Ave. Suite 330
Loveland, CO 80538

Phone: (970)663-9693
Fax: (970) 635-0517
Email: cmccutchen@msiho.com