

Somerset Property Owners Association

December 17, 2015

Re: **NOTICE OF ANNUAL MEETING**
Wednesday, January 21, 2015 – 7:00 P.M.
Refreshments served at 6:45 P.M.

Action Requested:

- **Read** details below
- **Sign and return Proxy** by **January 15, 2015** or
- **Attend Annual Meeting** on **January 21, 2015**

Dear Association Member:

The **Annual Meeting of the Somerset Property Owners Association (SPOA)** will be held at **7:00 P.M. on Wednesday, January 21, 2015** at the **Somerset Clubhouse** located at 2400 Aspen Road, Ames, IA.

Special guests including representatives from the Ames Police Department and Damion Pregitzer, Ames City Traffic Engineer, will be present to discuss safety and traffic issues/concerns in our neighborhood. In addition, this meeting has been duly called for the purpose of reviewing the Association's activities in 2014, approving the 2015 budget, holding elections for Officers and open Board of Director positions, and addressing any other business.

Any property owner in Somerset (single family, townhome, row house, commercial, or apartment) having an interest in and commitment to maintaining and improving our community is eligible to be a member of the SPOA Board. Meetings are once a month and there is a fair amount of discussion via email, as the Board maps out present and future opportunities in Somerset. If you would like to take part in improving Somerset, please send an email to somersetames@gmail.com.

In order to approve the budget, conduct a valid election, and approve any motions put forward at this annual meeting, a quorum of 60% of the eligible members must be represented in person or by proxy. If you submit a proxy and then change your mind, you may revoke it in person or in writing prior to the call to order of the annual meeting. The proxy form (included) is also available on the SPOA website (www.somersetames.com). **Please return the signed proxy no later than January 15, 2015.** Forms can be mailed or scanned and emailed to somersetames@gmail.com.

As a reminder, in accordance with the Association's governing documents, an owner must be in good standing with all assessments to participate at an annual meeting. Should you have any questions regarding the annual meeting and/or joining the Board of Directors, please don't hesitate to contact any current board member or send an email to somersetames@gmail.com.

Sincerely,

SPOA Board of Directors

Enclosures

Find us on the Internet at www.somersetames.com

Somerset Property Owners Association

SOMERSET PROPERTY OWNERS ASSOCIATION ANNUAL MEETING OF MEMBERS

7:00 P.M.

January 21, 2015

Somerset Clubhouse

AGENDA

- I. Roll Call and Certifying of Proxies (7:00)**
- II. Special Guest Speaker: Ames Police Department (7:05)**
- III. Special Guest Speaker: Damion Pregitzer, City Traffic Engineer (7:15)**
- IV. Proof of Notice of Meeting or Waiver of Notice (7:25)**
- V. Election of Directors (7:25)**
 - a. Board of Directors vacancies to be filled. Terms are 3 years.
 - i. Nominations from Floor
 - ii. Validation of Nominations
 - iii. Balloting
- VI. New Business (7:30)**
 - a. Review and adoption of previous annual meeting minutes
 - b. Report on 2014 Activities
 - c. 2014 Financial Review
 - d. Adoption of Proposed 2015 Budget
- VII. Introduction of newly elected Director(s) (7:45)**
- VIII. Election of Officer(s) (7:50)**
 - a. Election of Corporate Officers from among the Directors. Term for these positions is One (1) Year. Positions: President, Vice President, Secretary, Treasurer.
 - i. Nominations from Floor
 - ii. Balloting
- IX. Introduction of newly elected Officer(s) (7:55)**
- X. Adjournment (8:00)**