

LAS TORRES HOMEOWNERS ASSOCIATION, INC.

*21448 N.75th Avenue, Suite 6
Glendale, AZ 85308
(623) 572-7579*

February 2, 2017

Dear Homeowner (s):

The Annual Meeting for **Las Torres Homeowners Association** is going to be held in **March** of this year.

The Arizona Legislature changed the law in 2004 to prohibit the use of proxies. As a result, the annual election will be conducted by mail-in or personally presented ballot. The first part of this process involves sending out candidate forms to see who is interested in serving on the Board of Directors for your community. This form is enclosed; it must be completed and returned to the above address or via fax by **February 20, 2017**.

At that time, we will place all the names of the people who completed the Candidate Form on a ballot. The meeting notice with the specific date and location, as well as the ballot, will be mailed to all homeowners. Ballots need to be completed and mailed back to Kachina Management or personally brought to the Annual Meeting. Once ballots have been turned in, they are irrevocable. This process should help to alleviate multiple attempts at holding Annual Meetings.

There will be **two (2) seats open** on the Board this year. Should you have any questions, please feel free to call the office at (623) 572-7579.

Sincerely

On Behalf of the Board of Directors,

R. Mark Rounsaville

R. Mark Rounsaville, Property Manager
Kachina Management, Inc.

RMC/kmc

Enclosure

If you are interested in serving your community as a director, please complete this Candidate Form and return it to Kachina Management by **February 20, 2017**. Nominations will also be taken from the floor.

LAS TORRES HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS CANDIDATE FORM

The qualifications for serving on the Board are:

- * An interest in serving the community where you live.
- * A commitment to uphold the Covenants, Condition & Restrictions (CC&Rs)
- * An ability to listen and make informed decisions.
- * Must be a member in good standing with the community.
- * A time commitment to attend Board meetings, as well as additional time to participate at committee level and the ability to communicate with other homeowners.

If you are interested in serving on the Board of Directors, please complete the following information:

Name _____

Address _____ Lot # _____

QUALIFICATIONS AND EXPERIENCE (This information will be included with the ballot.)

The following information will not be included with the ballot:

Home # _____ Work # _____ EMAIL _____

**Please return this form to:
Kachina Management, Inc.
21448 N. 75th Avenue, Suite 6
Glendale, AZ 85308
Phone: 623.572.7579 Fax: 623.572.0331**

Las Torres Homeowners Association

OFFICIAL ABSENTEE SECRET BALLOT

Article V, Section 14. - Election to the Board of Director, shall be by secret written ballot. At such election the persons entitled to vote (in person or by absentee ballot) may cast, in respect to each vacancy, as many votes as they are entitled to exercise under the provisions of the Declaration. The persons receiving the largest number of votes shall be elected. Cumulative voting shall not be allowed.

The following homeowner has expressed interest in serving on the Board of Directors for Las Torres Homeowners Association. If you wish to serve on the Board, please write yourself in. There are two open seats; please place an "x" next to the names you would like to choose to be on the Board of Directors.

Nominations will also be taken from the floor.

Leigh Field Tollefson

For the last three years, I've had the opportunity and pleasure of holding the position of Secretary on this Board. During this time we've worked diligently to catch up on the deferred maintenance items from prior years. We've searched out the most cost effective bids and have managed to come under budget at year end. Equally important is that we have a community that is beautiful and well maintained as well as financially sound. I welcome the opportunity to continue working for the association and its continued prosperity.

Leslie Hine

Have been on Board since June 2016. Non profit management and finance experience. With respect to HOA - fiscally conservative, environmentally liberal. "Win-Win."

_____ (Write In Name)

_____ (Write to Name)

This form must be returned to Kachina Management by 5:00 p.m. on March 13, 2017, in the enclosed, self-addressed envelope, faxed to 623-572-0331 or via e-mail at Ballots@Kachinamanagement.com. Homeowners of multiple lots must list each lot owned. Another owner cannot be assigned to vote in your place.

LAS TORRES HOMEOWNERS ASSOCIATION

**BALLOT SIGNATURE PAGE FOR
ESTABLISHING QUORUM**

This form must be returned to Kachina Management by **5:00 p.m. on March 13, 2017**, in the enclosed larger, self-addressed envelope, faxed to 623-572-0331 or via e-mail at Ballots@Kachinamanagement.com.
Homeowners of multiple lots must list each lot owned. Another owner cannot be assigned to vote in your place.

PRINT HOMEOWNER NAME _____ LOT # _____

ADDRESS _____

SIGNATURE _____

RECORD of
LAS TORRES HOMEOWNERS ASSOCIATION
ANNUAL MEMBERS MEETING
Carefree Firehouse Public Meeting Room
Tuesday, March 14, 2017, 4:00 pm

Board of Directors present: Pam Dixon, Leslie Hine, Leigh Tollefson (via conference call)
Kachina Property Management: Mark Rounsaville
Homeowners present: Steve Searle, Paul and Caroline Ciriello

I. Call to order at 4:00 pm

The meeting was called to order. Since quorum could not be not established and in lieu of Minutes, this entry will be recorded with the Association Records.

For declaration of Board of Directors until the 2018 Annual Meeting, see April 14, 2017 Board of Directors Meeting Minutes.

Adjourned per CC&R Guidelines at 4:10 pm

Respectfully submitted,

Leigh Field Tollefson

Leigh Field Tollefson
Secretary