

May 9, 2017

Dear Giants Neck Beach neighbors and friends:

As you know, we made various changes two years ago to our Association Charter. Among the amendments were: (i) a procedure to permit voting by absentee ballot on certain matters, (ii) a clarification that properties held by legal entities rather than individuals can vote and a procedure by which they can do so, and (iii) a change to specify that there can be only one vote cast on behalf of each property. We made corresponding amendments to our Bylaws to incorporate and maintain consistency with these changes. All of these changes have been previously circulated and shared with the Association.

As we move towards the summer and our Annual meeting next month where these voting procedures will be utilized, we wanted to provide a review of the procedures and timeline so that you will know what to expect and can plan accordingly.

1. Voter Eligibility: As noted above, under the voting procedures, only one vote can be cast on behalf of each property. If the property is owned by a single individual, that person is the only eligible voter. If the property is held by more than one individual, including by spouses, any one individual may cast the vote. The Board may accept the first legal owner appearing on behalf of a property as the eligible voter. If the Board becomes aware of a dispute among owners as to who will cast the vote, it may refuse to accept any vote for that property. If a property is owned by a legal entity (such as a trust, corporation or partnership) rather than by individuals, that entity must designate a particular individual as its "Member Representative" to cast the vote on behalf of the property. This designation shall be made by submission of the "Designation of Member Representative" form as explained in more detail below.
2. Voter "Registration": In order to manage the voter eligibility criteria and facilitate smooth voting procedures at meetings, we will be maintaining a voter registration list. This list will be based upon the property ownership reflected on the East Lyme Grand List, as supplemented by any Member Representative designations submitted by legal entities owning property within the Association. Again this year, Board member Peter Knowles has graciously agreed to maintain this list and serve as our Registrar of Voters. All Designation of Member Representative forms should be submitted either by email to [voting@giantsneckbeach.org](mailto:voting@giantsneckbeach.org) or by mail to Registrar, Giants Neck Beach Association, P.O. Box 124, Niantic, CT 06357. Once a designation is made, it will remain effective until superseded by a subsequent written designation, which must be submitted at least twenty (20) days before any vote to which it will apply. For purposes of the June 17 Annual Meeting and the 2017-18 budget vote, all Designation of Member Representative forms must be received no later than May 29, 2017. If a form has not been submitted by that date for a property owned by a legal entity, then no vote will be allowed to be cast on behalf of that property. The Designation of Member Representative form is attached herewith for your convenience, and will also be available on the Association website for future access.

3. Absentee Ballots: Under the procedures, the Board has discretion to permit voting by absentee ballot for certain matters. We will be using the absentee ballot procedure for the vote on the 2017-2018 budget. Persons wanting to cast their budget vote by absentee ballot will need to request a ballot and return it in accordance with the timeline below.
4. General Voting: For general votes at meetings not subject to absentee ballots, members will be checked into meetings and eligible voters will receive a written ballot and/or placard as appropriate for the anticipated votes at the meeting.
5. The 2017-2018 Budget – Special Meeting and Voting: Traditionally we have not provided detailed information or any presentation concerning the budget before the Annual Meeting at which the vote is taken. However, the Board believes that, in order for the right to cast an absentee ballot to be meaningful, absentee voters need this information in advance of the meeting and before they cast their vote. Accordingly, we will be holding a Special Meeting of the Giants Neck Beach Association on **May 20, 2017 at 10:00 am** in the Helen Lena Clubhouse. At this meeting, we will present the draft proposed budget and invite comments and questions about anything contained therein. Everyone is encouraged to attend, as even those of you planning to attend the Annual Meeting in person could benefit from the additional time to review and consider the budget before voting.

***Please note that at this special meeting, we will have both Designation of Member Representative and Request for Absentee Ballot forms available, and you will be able to complete and submit them in person.***

Following the Special Meeting, the Board will finalize the budget, incorporating any changes deemed advisable based upon the meeting, and then will circulate the final proposed budget and Annual Meeting Agenda to the membership as it has done in past years. Voters will be able to choose whether to vote in person at the Annual Meeting, or by absentee ballot if they are unable to attend. Voters choosing to vote by absentee ballot will need to request an absentee ballot using the “Request for Absentee Ballot” form which is attached herewith for your convenience and will also be available at the May 20 Special Meeting and on the Association website. Detailed instructions concerning submission will be provided with the absentee ballots.

6. The Timeline: Although slight adjustments may become necessary, below is our expected timeline leading up to the Annual Meeting. We will of course appropriately communicate any changes.

May 20, 2017: Special Meeting of the Association at 10 am at the Clubhouse to present the proposed 2017-2018 budget. Designation of Member Representative

and Request for Absentee Ballot forms will be available for pick-up and/or submission. BOG meeting thereafter to finalize budget.

May 29, 2017: Deadline for legal entities to submit Designation of Member Representative forms.

Deadline to submit Request for Absentee Ballot forms.

May 31, 2017: Final budget and Annual Meeting agenda will be posted to Association's website.

June 7, 2017: Absentee ballots will be sent to voters that have submitted a Request for Absentee Ballot form on or before May 29, 2017.

June 16, 2017: Deadline by which absentee ballots must be received to be effective.

June 17, 2017: Annual Meeting at 9:00 a.m. at the Clubhouse.

I hope that the above is helpful to your understanding of the process. There may, of course, be some minor hiccups and things we haven't considered, but I trust you will understand that we are doing our best to anticipate and address potential issues, to keep you informed, and to ensure that the process run smoothly and fairly.

I look forward to seeing you at the upcoming meetings.



John Wohler  
President, Board of Governors  
Giants Neck Beach Association