

May 15, 2018

Dear Giants Neck Beach neighbors and friends:

As we move towards the summer and our Annual meeting next month, I wanted to provide everyone with a summary of the timeline and procedures relating to voting on the 2018-2019 budget so that you will know what to expect and can plan accordingly.

1. Voter Eligibility: As a reminder, 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”: Our voter registration list is 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. 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 Once a designation is made it will remain effective until superseded by a subsequent timely-filed written designation. For purposes of the June 16th Annual Meeting and the 2018-2019 budget vote, *all Designation of Member Representative forms must be received no later than May 29, 2018*. 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: We will be using the absentee ballot procedure for the vote on the 2018-2019 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 2018-2019 Budget – Special Meeting and Voting: The Board will be holding a Special Meeting of the Giants Neck Beach Association on **Saturday, May 26, 2016 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 meet to 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 26 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 26, 2018: Special Meeting of the Association at 10:00 am at the Clubhouse to present the proposed 2016-2017 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, 2018: Deadline for legal entities to submit Designation of Member Representative forms.

Deadline to submit Request for Absentee Ballot forms.

~ June 5, 2018: Final budget and Annual Meeting agenda will be sent to Association.

Absentee ballots will be sent to voters that have submitted a Request for Absentee Ballot form on or before May 29, 2018.

June 13, 2018: Deadline by which absentee ballots must be received to be effective.

June 16, 2016: Annual Meeting at 9:00 a.m. at the Clubhouse.

I look forward to seeing you at the upcoming meetings.

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President, Board of Governors, Giants Neck Beach Association