

# Cottages at Pleasant Valley

29 July 2024

All Owners

The Cottages at Pleasant Valley

RE: 2024 Annual Home Owners Meeting

To whom it may concern,

The 2024 Annual Home Owners Meeting is scheduled for **Sept 5, 2024 at 6:00 P.M.** The meeting is scheduled to be held at the Pleasant Valley Weber County Library 5568 S Adams Ave, Washington Terrace. Please mark your calendars!

It is important that you attend/participate in the meeting:

- To vote for the Board of Directors.
- To review the Financial Records of 2023
- To review the HOA's 2025 proposed budget & Monthly Dues
- Roof Replacement & Capital Assessment Update
- Maintenance Items

If you or anyone you know would like to be considered for the 2024-2026 Board of Directors please fill out the attached document and return to Kaitlyn via email or mail. If you are unable to attend the meeting for any reason please assign a person of your choice as a proxy or request to submit an absentee voting ballot. Your proxy will attend the meeting and have the right to vote on your behalf. Please return your signed absentee request to Kaitlyn by Sept 3, 2024 by 5pm.

Board at Cottages at Pleasant Valley  
c/o Kaitlyn Linford  
Golden Spike Realty-HOA Management Team  
801-773-1777  
[kaitlyn.goldenspike@gmail.com](mailto:kaitlyn.goldenspike@gmail.com)



**Nomination for 2024-2026 The Cottages at Pleasant Valley Board of Directors**

I, \_\_\_\_\_,  
Owner of the property located at:  
\_\_\_\_\_

\*Hereby volunteer to serve on the Association Board \_\_\_\_\_

\*Hereby nominate the following to serve on the Association Board

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Send all nominations signed to Kaitlyn by Sept 3, 2024 by 5:00pm via Email, USPS, or Fax.**

Kaitlyn Linford  
[kaitlyn.goldenspike@gmail.com](mailto:kaitlyn.goldenspike@gmail.com)  
2609 N Main  
Sunset, UT 84015  
Fax: 801-776-2785

## HOMEOWNER PROXY

\_\_\_\_\_(Owner) the undersigned Homeowner (the "Homeowner"), of \_\_\_\_\_ (Address), is entitled to vote at the Sept. 5, 2024 The Cottages at Pleasant Valley Homeowner's Meeting.

The undersigned designate(s) and appoint(s) \_\_\_\_\_ (the "Proxy") of \_\_\_\_\_, as the Proxy for the Homeowner.

By this designation of proxy, the Proxy may attend and represent the Homeowner with the full power to vote and act for the Homeowner in the same manner, to the extent and with the same effect as if the Homeowner were personally present.

This designation revokes any prior designation of proxy that the Homeowner may have given previously with respect to the Homeowner's ownership interest in \_\_\_\_\_ . (Address)

The designation of proxy shall be effective for the Annual Meeting of The Cottages at Pleasant Valley Homeowners Association to be held on Sept. 5, 2024 at 6:00pm, and at all adjournments of such meeting.

The Proxy shall have the full power, as the Homeowner's substitute, to represent the Homeowner and vote on all issues and motions that are properly presented at the meeting(s) for which this designation of proxy is effective. The Proxy shall have the authority to vote entirely at the discretion of the Proxy. Provided, however, with respect to the following issue(s) the Proxy shall vote as stated: \_\_\_\_\_

Date of Signing: \_\_\_\_\_

UNIT: \_\_\_\_\_

HOMEOWNER:

\_\_\_\_\_

## Absentee Voting Ballot Request

I, \_\_\_\_\_ am unable to attend the 2024 Cottages at Pleasant Valley Owners Meeting. I hereby request no Proxy stand in my place at the meeting and that I be given an absentee voting ballot to vote on matters myself. I understand that by requesting to vote on matters myself I waive the right to hear the discussion that will take place in the meeting and am voting based solely on the information provided with the voting ballot. I further understand that my vote must be cast in writing to Kaitlyn Linford via email or postal service by Sept 5<sup>th</sup> at 5pm or as per ballot email states to count.

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