

Summerfield at Taft Hill (SATH) Condominium Trust
Board of Trustees (Board)
Special Meeting
Minutes of Meeting (MoMs)
October 5, 2016

Meeting convened at 11:06 a.m. at 49 Summerfield Drive. Board members present: Bob Contursi, Vicki Small, Marsha Bourgeois, Lavonne Seifert and Dan Antonellis. No residents attended

This meeting was held to prepare for the 2016 Annual Home Owners Meeting. As reported in the September 20th MoMs, item 6.A, the Annual Meeting is scheduled for December 10, 2016, at the Uxbridge VFW, beginning at 10 a.m.

1. Validate Forms for the Annual Meeting

- Annual Meeting Notice with Agenda
- Solicitation of Candidates for the Board of Trustees, Candidate Information Form, Candidate Guidelines, and Voting Ballot
- 2017 Owner/Resident Information Sheet
- Voting Proxy

The Board set the Solicitation of Candidates for the Board of Trustees its first priority, since interested owners need to begin thinking of, and submitting the Candidate Information Form to seek election. Election of candidates will be done at the Annual Meeting by ballot voting.

2. Establish Preliminary Agenda

- Introduction and verification of quorum of members
- BOT 2016 Review
- Preliminary Financial results for 2016 and 2017 Budget Presentation.
- Discuss the requirements for completion of the 2017 Information Sheet and its contents
- Questions/Comments to the Board of Trustees regarding Association matters.
- Election of three open seats on the Board of Trustees, each for a two year term
- Adjournment

3. Solicitation of Candidates

A BOT Candidate information packet will be sent to all residents via either email or USPS mail (based on Owners' recent Opt-Out selection) sometime during the week of October 9th.

4. Date for Next Meeting

The next monthly Board meeting is scheduled to be held from 1 p.m. to 4 p.m. on October 25, 2016, at 49 Summerfield Drive.

5. Adjournment

Dan moved to adjourn. Lavonne Seconded the Motion. Trustees unanimously voted to adjourn at 1:30 p.m.