

NORTHWOOD POINTE MAINTENANCE ASSOCIATION  
ANNUAL MEETING OF THE DELEGATE DISTRICTS #1-#17 MINUTES  
APRIL 11, 2016  
KEYSTONE PACIFIC PROPERTY MANAGEMENT, INC.  
16775 VON KARMAN #100, IRVINE, CA 92606

CALL TO ORDER

The meeting was called to order at 5:00 P.M. by management representative, Teresa Duhoux of Keystone Pacific Property Management, Inc.

PROOF OF NOTICE OF MEETING

The proof of notice of meeting was recorded by Melody Alvarado, Vice President/Secretary of Northwood Pointe Maintenance Association, prior to the meeting.

READING OF THE PRECEDING ANNUAL MINUTES

A motion was made, seconded and carried to dispense with the reading of the preceding Annual Meeting Minutes and approve them as submitted.

PURPOSE OF THE MEETING

Management announced that the purpose of the meeting was to elect two (2) directors to serve two-year terms and to vote on the IRS Revenue Ruling 70-604. Bob King, Jan Northcutt and Lata declared their candidacy prior to the election meeting. It was explained that there were two (2) positions available, each for a term of two (2) years. Management announced that in accordance with the By-Laws Section 3.5, nominations from the floor are not permitted.

APPOINTMENT OF INSPECTORS OF ELECTION

It was announced that Keystone Pacific Property Management, Inc. was appointed by the Board of Directors prior to the meeting to act as the Inspector of Election.

BALLOT DEADLINE ANNOUNCED

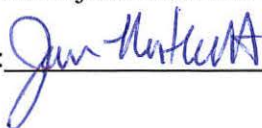
It was announced that only ballots properly submitted in accordance with the Election Rules would be counted. A balloting period was opened for anyone who wished to submit a ballot. As there were no homeowners present who wished to cast a ballot, the balloting period was closed. Any ballots received after this point will be invalid.

VOTING PROCEDURE

The votes cast were counted and tallied by delegate district. It was explained that pursuant to Section 4.5.1 of the CC&R's, at the April 12, 2016 Annual Delegate Meeting, the Delegates present will cast votes on behalf of their respective Delegate District(s) in the same proportion as all of the voting members in their respective Delegate District(s) voted. It was also explained that the Delegate assigned to the District must be present in order for the ballots submitted in the district to be valid.

ADJOURNMENT

The meeting was adjourned at 5:18 P.M.

ACCEPTED:  DATE: \_\_\_\_\_