

THE VILLAGES AT WESTMINSTER HOMEOWNERS ASSOCIATION, INC.

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ANNUAL AND SPECIAL MEETING NOTICE

Date: October 29, 2024

To: All Members of The Villages at Westminster Homeowners Association, Inc.

From: Board of Directors

Re: Notice of 2024 Annual Meeting

Dear Members:

The 2024 Annual Meeting of the Membership has been scheduled for December 10, 2024, at 6:00 p.m. at the Williamsburg Library, 7770 Croaker Road, Williamsburg, VA 23188. Registration will begin at 5:30p.m., and the Annual Meeting will begin at 6:00pm. Two director positions will be elected by the Members at the Annual Meeting.

A Special Meeting of the Members to vote on proposed amendments to the Association's Declaration, Bylaws and Articles of Incorporation will be held immediately following the Annual Meeting. A copy of the proposed amendments to each of these documents can be located on the Association's website, or by requesting a copy from management by email. The board of Directors encourages each Member to vote in favor of the proposed amendments. The standard to amend each document is as follows.

1. Articles of Incorporation: Vote of 75% of the Members at a meeting and the approval of 51% of mortgagees.
2. Declaration: Instrument signed by 75% of the Members (also arguably requires a vote of the Members at a meeting) and the approval of 51% of mortgagees;
3. Bylaws: Vote of a majority of a quorum of Members at a meeting.

If you cannot attend the Special Meeting to vote on the proposed amendments, please complete and return the enclosed absentee ballot.

Please consider volunteering to serve your community as a member of the Board. Please complete the enclosed nomination form and return to the management office by Friday, December 6, 2024, to be included on the slate presented for the Annual Meeting. Nominations will also be accepted from the floor.

A copy of the draft 2023 Annual Meeting minutes is included for your records. The 2025 budget will be sent under separate cover/ mailing, which will be mailed after the VAW November Board meeting.

If you cannot attend the Annual meeting, you may appoint someone to represent you and to vote on your behalf. Using the enclosed proxy form. You may also appoint the President of the Association and or another homeowner that you know will be at the meeting to represent you at this meeting. You may drop off your proxy form and/or absentee ballot at:

- November 3rd at the Fall Festival (Clubhouse) (Note: you may have or not received the mailing with the proxy form/absentee ballot but we will have blank ones at the Festival)
- November 13th Board Meeting (Clubhouse),
- Drop off at drive-by on November 23rd, November 30th, and December 7th (Clubhouse) (9:00am-11:00am) or "mailed" by December 6th, or dropped off to any Board member or Town Management by noon December 9th

Your input is very important and your attendance at these meetings is encouraged. We look forward to seeing you at the meeting. Thank you for supporting your community.

Sincerely,

The Villages at Westminster Board of Directors