



## **Sun Ranch Owners' Association**

### **Annual Meeting Voting Procedures**

Each owner is required to check in to verify they are current on annual dues and assessments. Once checked in, there will be a sign in sheet available to put your name, lot number(s) and the amount of lots on the proxies in hand, if any.

You will then be given a ballot with the number of votes available to you for voting for the board members. The names of the individuals running for the board will be pre-printed on the ballot. There will be an agenda item for a period before voting, that you can nominate someone or request yourself to be considered and added to the ballot. The number of votes you will have for voting for the board members will be 5 times the number of lots that you own plus the number of lots on proxies, if any.

Next, you will be given a card with the number of votes available to you for voting from the floor. For example, any motions that arise during the meeting that need a vote, you would use this card. The number of votes for floor items will be 1 time the number of lots you own plus the number of lots on proxies, if any. These votes are public and not a 'secret' or blind vote like those for the board members.

After the nominees for board members are allowed to address the members, a container will be passed around for you to put your ballot in for the board elections. This is a 'secret' or blind vote, and your vote will not be made public. The meeting will be adjourned for two or more members to count the votes in private, away from all other members and the meeting will be reconvened to announce the results.

June 25, 2023