

THE SURPRISE FARMS COMMUNITY ASSOCIATION
P.O. BOX 25466
TEMPE, ARIZONA 85285-5466
PHONE (480) 820-3451 FAX (480) 820-7441

ABSENTEE BALLOT INSTRUCTIONS

In the event you are unable to attend the Annual Meeting of the Members scheduled and noticed to be held at 7:00 PM Monday, November 13, 2017 at the Palm Vista Baptist Church, the Absentee Ballot enclosed shall be used to cast your vote in the Election of Directors. This Absentee Ballot shall be valid for this meeting, any adjournments and reconvening thereof, and any noticed subsequent attempt to hold this meeting, and shall not expire until after the completion of the Annual Meeting and Election. In the event you choose to vote by Absentee Ballot, once received by the Association, your vote cannot be rescinded, revoked, or re-voted, even if you personally attend the Annual Meeting.

The Absentee Ballot must be signed and dated by the Member and returned by mail, fax or by email by Noon, November 13, 2017. Absentee Ballots will not be accepted at any time after the deadline or at the Annual Meeting. No person other than the Member is authorized to cast votes on his/her behalf. Member assessments must be paid current through October 31, 2017 in order to be eligible to vote. Please be advised that nominations for Directors may be taken from the floor; however, Members casting votes by Absentee Ballots will not have had an opportunity to consider those candidates. Also please find on the reverse of this page information provided by the two Members who are declared as candidates for the three positions up for election.

Please do not assume it is easy to meet the *quorum* requirement—which is the minimum number of members who either attend the meeting in person or participate by executing and returning the Absentee Ballot in order to hold the meeting—or that your neighbor is likely to respond to this mailing making your participation unnecessary, or that the election is an accomplished fact because there are three positions available and two candidates. Our governing documents and Arizona law require that this Annual Meeting be held, and in order to do so and conduct business, including the election of directors, your presence in person, or your participation through the Absentee Ballot process, is essential. A failed attempt to hold the meeting would result in a redundant expenditure of Association funds, your assessment dollars.

To meet the quorum requirement, 101 members must attend the meeting or participate by executing and returning the Absentee Ballot. The cost to reschedule, re-notice a second meeting attempt, and re-deliver Absentee Ballots in a community our size is substantial, just in terms of mailing costs and supplies alone. In previous years the Association has had to bear the additional expense of second attempts to hold the meeting because quorum was not met at the first attempt. Even if you do not wish to vote in the election, please participate by checking the box under "EXTREMELY IMPORTANT" to ensure that quorum will be met and a second attempt will not be necessary.

NOTICE: There will be a Board of Directors Open Session meeting immediately following the adjournment of the November 13th Annual Meeting of the Members. Prior to the time scheduled for the Annual Meeting, beginning at 6:15 P.M., the Board of Directors will meet in closed/executive session pursuant to A.R.S. Section 33-1804(A)(1, 2, 3, and 5). In the event quorum is not met in order to transact business at the Annual Meeting of the Members, a regular Board of Directors Open Session meeting will begin at approximately 7:15 PM, as determined by the Board

***Please refer to reverse of page for candidate information.**

THE SURPRISE FARMS COMMUNITY ASSOCIATION
Candidate Information 2017

Margaret Kogle

Hi my name is Margaret Kogle. I would respectfully like to request your consideration for another term on the Board of Directors for our community as I have been involved with our community since 2003 and currently serve on the Board of Directors. I attend monthly HOA meetings, and I speak regularly with my neighbors regarding various issues that arise in our community and try to assist my neighbors and community as much as possible.

I taught K-12 for several years and now volunteer my time helping others, including teaching music to neighborhood children and doing volunteer work.

I have met quite a number of residents in our community over the years, many while out walking. People who know me know that I am active in the happenings within our community and suggested I continue on with a new term on the Board, which is why I am placing my name on the candidate ballot this year.

I would appreciate your consideration for this position and the opportunity to represent and help our community continue to grow to be a friendly neighborhood with neighbors who help one another.

Pam Tufegdzcic

I would like to submit my name as a candidate for the Board of Directors for Surprise Farms Community Association.

I have been a resident of Surprise Farms for the last 13 years and have enjoyed watching our community develop and grow. I have been active in my neighborhood and in attending community meetings.

I would like to be a part of the continued upkeep, as well as future improvements, for our neighborhood.

Thank you in advance for your consideration. I would very much enjoy being a part of the Board for our community.

THE SURPRISE FARMS COMMUNITY ASSOCIATION

ABSENTEE BALLOT – 2017

EXTREMELY IMPORTANT:

EVEN IF YOU CHOOSE NOT TO VOTE, PLEASE FILL OUT THE BOTTOM PORTION AND CHECK OR MARK THIS BOX, THEN MAIL THIS DOCUMENT TO THE ADDRESS ABOVE, OR FAX TO THE FAX NUMBER ABOVE, OR EMAIL* TO bill@kinneymanagement.com.

I AM NOT VOTING BUT I WANT THIS BALLOT TO COUNT FOR QUORUM SO THAT THE ASSOCIATION CAN CONDUCT ITS BUSINESS.

Three Directors are to be elected, each for a two-year term. You have a total of three votes. However, because there are just two candidates and you are allowed one vote per candidate, you may vote two votes by this ballot. The following Members are declared candidates:

Margaret Kogle

Pam Tufegdzcic

This Absentee Ballot is **CONFIDENTIAL**, but the following information is **REQUIRED**. Without the following information and signature to verify you as the homeowner and eligible to vote, the Ballot will be void and it will not count for quorum, and if you cast a vote it will not be counted. This Ballot will be submitted at the Meeting with the following information detached [at the line above].

Print Name

Address and or Lot Number

Member Signature

Date

***Please refer to reverse of page for detailed email voting instructions.**

The Arizona Planned Community Act allows for the delivery of absentee ballots by email delivery as well as by mail and by fax.

If you prefer, elect between these two additional options:

- Execute the absentee ballot, scan and email the scanned document as an attachment to bill@kinneymanagement.com.
- Execute the absentee ballot, using a smart phone or similar device, photograph the ballot—being sure that the entire ballot is included in the photo and that it is clear and legible—and email to bill@kinneymanagement.com.

Please include in the subject line, “SFA Ballot.”