

# Palisair Home Owners Association

A NON-PROFIT CORPORATION

P.O. Box 901  
Pacific Palisades, CA 90272  
Palisair.org  
Palisair@gmail.com

The Association, under the Declaration of Restrictions covering Tracts 15944, 15948 and 19890, operates through the "Tract Committee" which are its Board of Directors and its Officers.

## VOTING INSTRUCTIONS

December 28, 2016

Dear Palisair Home Owner:

Based on the passage of the CC&R amendments in October 2011, the PHOA is now governed by the Davis-Stirling Act, which, among other things, requires an annual secret ballot for the election of the members to the Palisair Home Owners Association Board of Directors. To be eligible to vote, you must be the legal owner of your home in one of the three PHOA tracts 15944, 15948, or 19890.

The California Civil Code provides a specific procedure to conduct the secret ballot election in order to insure fairness and participation, while insuring that your vote remains confidential. We have enclosed two envelopes in compliance with this procedure.

The ballot itself is not to be signed by you, but once you have completed it, please seal it inside the enclosed small blank envelope and then place that envelope in the second larger envelope, which is addressed to the PHOA Inspector of Elections. In the upper left-hand corner of this second envelope, **sign your name** on the signature line of the return address label, which shows your address within the Association. Even though you may prepare your ballot at some location other than the property you own within the PHOA, it is important that your signature is under the address of the property you own; this gives you the right to vote. If your name, PHOA address and signature are not on this envelope the Inspector of Elections cannot count it and will show it as voided. Once your ballot is received by the Inspector of Elections it is irrevocable.

Following the 2012 changes to the By-Laws, our Board members now have staggered three-year terms. Each year, therefore, three Board positions are up for election. **This year there are four (4) candidates running for three (3) Board positions: three PHOA Nominating Committee choices and one Self-Nomination.** (See "Biographies of Candidates" page enclosed) **Therefore, you must mark no more than three (3) "In Favor" votes. If you choose not to vote and would like your ballot to be used only for quorum purposes, please mark "abstain".**

The Inspector of Elections will be tabulating the vote to elect directors by Secret Ballot on Tuesday, January 31, 2017, at 7:00 p.m. in a public meeting at the home of Francine Kirkpatrick, 16050 Anoka Drive, Pacific Palisades, CA.

**We recommend that your ballot be postmarked no later than January 28, 2017, in order to ensure its arrival before the votes are to be counted.** The ballot envelopes will not be opened until the public meeting referenced above. If you are unable to mail your ballot by the deadline recommended, you may bring it in person on January 31<sup>st</sup>. **A quorum of members must return ballots in order for the vote to be valid.**

Sincerely,  
Your PHOA Board of Directors

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