

BENTWOOD ESTATES HOMEOWNERS ASSOCIATION, INC.

P.O Box 72, Inwood, WV 25428 www.bentwoodestateshoa.org hoabentwood@yahoo.com

THE 2020 ANNUAL MEETING

«LetterDate»

«AddrBlock»

Dear «MrMsMrs» «LastName»,

This letter is your notification that on Tuesday, December 8, 2020, Bentwood Estates Homeowners Association, Inc. will conduct the 2020 Annual Meeting. The meeting will be held at Connections Community Church, 303 True Apple Way, Inwood, WV 25428. We ask that everyone who attends to please follow social distancing guidelines while at the meeting.

The 2020 Annual Meeting will begin at 7:00 PM. Pursuant to the By-Laws of Bentwood Estates HOA, Inc., if a quorum is not present, the meeting will be adjourned and a new meeting will be called to order. If a quorum is still not achieved the meeting will be adjourned and a new meeting will be called to order. This process will continue until the quorum requirement is met, at which time the meeting will commence.

The Election for the 2021 Board of Directors will be held during the 2020 Annual Meeting. We need nominations for the five (5) Board of Directors positions. Please note that each of these positions require a significant time commitment. Before nominating someone, please make sure you have discussed the nomination with them and that they are willing to accept. You may also nominate yourself. Nominations will be accepted via email at hoabentwood@yahoo.com, U.S. mail at Bentwood Estates HOA Inc., P.O. Box 72, Inwood, WV 25428 or in person at the annual meeting on December 8, 2020. All nominees should be in attendance at the December 8th meeting in order to accept the nomination and to introduce themselves.

If you are unable to be present, it is very important that we receive your Proxy prior to December 8, 2020. You may choose one of the following methods of delivery:

- 1) You may give your proxy to a Bentwood Estates property owner who will be attending the 2020 Annual Meeting; or
- 2) You may give your proxy to a Director/Officer of the Association prior to December 8, 2020; or
- 3) Send via the United States Postal Service – Must be received on or before December 8, 2020.
Mail To: Bentwood Estates Homeowners Association, Inc., PO Box 72, Inwood, WV 25428.

PROXY ASSIGNMENT MUST BE RECEIVED ON OR BEFORE 7:00 PM ON December 8, 2020 IN ORDER TO BE COUNTED.

If you have any questions, please contact us at hoabentwood@yahoo.com

Sincerely,

Board of Directors
Bentwood Estates Homeowners Association, Inc.