

**Sterling Woods II - Master Association  
c/o REI Property Management  
The Platinum Club  
115-117 Silversmith Drive  
Danbury, CT 06811  
(203) 748-0859**

November 27, 2017

All Unit Owners  
Sterling Woods II – Master Association  
Danbury, CT

Dear Unit Owners:

The Sterling Woods II Master Association Annual Budget Ratification Meeting has been scheduled for Tuesday, December 12<sup>th</sup> at the Platinum Club. The meeting will begin at 7:00 PM with sign-in beginning at 6:30 PM. All Unit Owners are welcome to attend.

The meeting will include a review of 2017 accomplishments followed by a presentation of the proposed 2018 Budget. Detailed information about the proposed 2018 Budget has been included in this packet.

The agenda for the meeting is:

1. Sign-in.
2. Ratification of the meeting notice.
3. Acceptance of the minutes from last year's Annual Owners Meeting.
4. Overview of 2017 priorities and accomplishments.
5. Review and ratification of the proposed 2018 Budget. Please note - by state law, and the Associations governing documents, unless a majority of all Unit Owners vote to reject the budget, it is ratified as proposed. You may cast your vote either in person or by giving your proxy to someone you know who will be attending.
6. Old business.
7. New business.
8. Adjournment.

If you are unable to attend the meeting, you may complete the enclosed proxy and mail it to the address above or give the signed proxy to a Unit Owner who will be attending the meeting or to a member of the Master Board. You can also put it in the Platinum Club mailbox.

We look forward to seeing you at the December 12<sup>th</sup> meeting.

Sincerely,



Art Stueck  
President  
REI Property and Asset Management

Enclosures

**Sterling Woods II Master Association  
Annual Owners Budget Ratification Meeting**

**December 12, 2017**

**PROXY**

The undersigned Owner of Unit Number (s) \_\_\_\_\_ of Sterling Woods Master Association of Danbury, CT hereby makes, constitutes and appoints...

Insert the name of the person you are assigning this proxy to:

\_\_\_\_\_

**OR**

Check off **only one** line below to choose a board member you would like to assign this proxy to:

Board President: \_\_\_\_\_  
Vice President: \_\_\_\_\_  
Treasurer: \_\_\_\_\_  
Secretary: \_\_\_\_\_

...as my agent, attorney and proxy to attend and represent me at the meeting of the unit owners of Sterling Woods Master Association on December 12, 2017 and at all adjournments thereof, and for the undersigned to vote for such action as may come before the meeting, said voting by agent, attorney and proxy to be according to the voting power the undersigned would be entitled to cast if personally present, hereby ratifying and confirming all that my said agent, attorney and proxy shall do in the premises, and if there is more than one signature in this proxy relating to the undersigned shall include the plural.

Date \_\_\_\_\_ Signed \_\_\_\_\_

Unit Number(s) \_\_\_\_\_ Printed Name \_\_\_\_\_

If you are unable to attend the meeting, please complete this proxy and mail it to the attention of Kim Murray at REI Property Management, or give it to another homeowner who will be attending or to a Board Member. Mailing address for the on-site office is Sterling Woods Master Association, c/o REI Property Management, The Platinum Club, 115-117 Silversmith Drive, Danbury, CT 06811. You can also put it in the Platinum Club mailbox.