



(919) 766-8670
(919) 550-8186 (fax)

400 Riverwood Drive
Clayton, NC 27527
www.traleeca.com

Dear Homeowner,

The Tralee Community Association (TCA) Annual Meeting was held on Tuesday, March 13th at 6:45pm in the Riverwood Middle School Media Room. The Management Company verified all ballots were issued to authorized voters and all proxies presented were valid. Per the Governing Documents, a Quorum was not present. As a quorum was not present, the Annual Meeting was adjourned to be held at a later date in accordance with the Bylaws.

The date for the adjourned Annual Meeting has now been scheduled for Wednesday, April 4th at 6:00pm in the Tralee Sports Club. Pursuant to N.C.G.S. 47F-3-109(c), the quorum for this meeting will be ½ of the quorum requirement for the original meeting held on March 13th.

The agenda for the Annual Meeting includes the election for one member of the Board of Directors to serve a 2-year term. Per section 3.4 of the By-Laws, the Board of Directors have appointed a Nominating Committee and Brent Wood is the Chairman. Any Member or representatives of Members can serve on the Nominating Committee. Any Member interested in serving on the Nominating Committee or interested in being a nominee for the Board, please contact Brent at board@traleeca.com. Nominations will also be taken from the floor the night of the election. All nominees will have an opportunity to introduce themselves before the election.

Per section 2.9 of the By-Laws, each Member may vote in person (if a corporation, partnership or trust, through any officer, director, partner or trustee duly authorized to act on behalf of the Member) or by proxy, subject to the limitations of North Carolina law. Each proxy shall be in writing, shall specify the Unit(s) for which it is given, and shall be signed by the Member or its duly authorized attorney-in-fact, dated and filed with the Secretary of the Association prior to any meeting for which it is to be effective. Proxys can be filed by sending them to TCA Secretary at board@traleeca.com. A Proxy form is included with this notification letter.

If you have any questions, please contact the Community Manager, Kyrie Connors, at (919) 766-8670 or Kyrie.Connors@Fredsmithcompany.com.

Tralee Community Association, Inc.
Board of Directors



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**PROXY FORM FOR A MEETING OF
TRALEE COMMUNITY ASSOCIATION**

WHEREAS, a meeting of the members of Tralee Community Association has been called to meet at 6:00 p.m. on Wednesday, April 4, 2018, at the Tralee Sports Club, at which time the following matter is to be discussed and/or voted upon:

Election of 1 member of the Board of Directors

NOW, THEREFORE, I, the undersigned, individually and on behalf of all owners of my Lot/Unit located at _____, do hereby constitute and appoint - _____ (name) as my true and lawful proxy, with full power of substitution, to attend the annual meeting, and all adjourned sessions thereof, and for me and in my name, place, and stead to cast all votes to which I may be entitled, upon all matters listed above, including any amendments and substitutions which may be adopted from the floor during the meeting. Without limiting the foregoing, I further authorize my proxy to vote upon the matters listed above. This proxy is valid for eleven months from the date of execution below, unless revoked in writing and presented to the Board. Any proxy previously given by the undersigned is hereby revoked.

This the ____ day of _____, 2018.

(Signature - Member or authorized representative of Member)

(Printed Name - Member or authorized representative of Member)