

**To:** Monarch Estates Homeowners  
**From:** Poudre Property Services  
Sandra Oldenburg, Community Manager  
**Date:** November 10, 2020  
**RE:** **2020 Annual Meeting – Budget Ratification**

The Monarch Estates Association will hold their Annual Meeting on Tuesday, December 1, 2020 at 6:00 p.m. This meeting will be held Via Zoom. **The purpose of the meeting is ratify the budget and elect 2 Board members.**

***Join Zoom Meeting***

<https://zoom.us/j/98702390246?pwd=c0wrWWNqNnBOTjhlOG5nSVZCQUk5UT09>

Meeting ID: 987 0239 0246

Passcode: 327456

One tap mobile

+13462487799,,98702390246#,,,,,0#,,327456# US (Houston)

+16699009128,,98702390246#,,,,,0#,,327456# US (San Jose)

Dial by your location

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

Meeting ID: 987 0239 0246

Passcode: 37456

Find your local number: <https://zoom.us/u/arYzB77gm>

If you are unable to attend, please return the enclosed proxy which must reach us by the above meeting date and time. You may mail or bring your proxy to Poudre Property Services located at 2900 S. College Ste 3e, Fort Collins, Colorado 80525, fax it to Poudre Property Services at 970-224-0242 or email [soldenburg@poudreproperty.com](mailto:soldenburg@poudreproperty.com). The proxy should be completed with the name of the individual whom you wish to represent you at the meeting. Elections will be held at the Annual Meeting to fill Board positions. If you are interested in serving on the Board, please return the enclosed volunteer form and/or contact the Community Manager, Sandra Oldenburg.

**There is no increase in the budget and the dues will remain at \$45.00 per month.**

**Please find the following enclosures:**

- 2020 Annual Meeting Agenda
- Proposed 2021 Operating Budget
- 2019 Annual Meeting Minutes
- Proxy ( if you cannot attend; please send )

**Access to general information, all required annual disclosures, documents, and HOA –related polices can be found on your community website : [www.poudreproperty.com](http://www.poudreproperty.com)** Please contact the Community Manager, Sandra Oldenburg if you have questions regarding the information enclosed. She may be reached via email to [soldenburg@poudreproperty.com](mailto:soldenburg@poudreproperty.com). If you are not receiving email blasts from Sandra for the HOA; please send your email to Sandra at [soldenburg@poudreproperty.com](mailto:soldenburg@poudreproperty.com).

**Thank you for your time and support of the Monarch Estates HOA!!!**

**MONARCH ESTATES HOMEOWNERS ASSOCIATION  
ANNUAL MEETING**

**December 1, 2020**

Via Zoom

**6:00 PM**

**AGENDA**

**I. CALL TO ORDER**

**II. PROOF OF NOTICE/DETERMINATION OF QUORUM**

**III. PRESIDENT'S REPORT**

**IV. BUDGET RATIFICATION**

**V. 2021 PROJECTS**

**VI. ELECTION OF TWO BOARD MEMBERS**

**VII. QUESTIONS AND COMMENTS**

**VIII. ADJOURNMENT**

***NOTICE OF ANNUAL MEMBERSHIP MEETING***

The 2020 Annual Membership Meeting of the Monarch Estates Association will be held at 6:00 p.m. on Tuesday, December 1, 2020 at Zoom Meeting, for the purpose of electing officers, budget ratification and the transaction of such business as may properly come before the meeting. **In the event that you will not be able to attend the meeting in person, please complete the Proxy and return it to Poudre Property Services or deliver to a current Board Member prior to the scheduled meeting.**

***PROXY***

**Monarch Estates Association  
C/O Poudre Property Services  
2900 S. College Ste 3e  
Fort Collins, Colorado 80525**

I/We, (please print)\_\_\_\_\_

The undersigned Owner(s), of the property located at

(Please print)\_\_\_\_\_

Firestone, Colorado 80504, in the Monarch Estates Association hereby designate:

(Please print)\_\_\_\_\_ to count for quorum at the 2020 Monarch Estates Association Annual Meeting and to cast votes the Owner might cast if personally present. This PROXY is only effective for the above stated Annual Meeting to be held at on December 1, 2020.

You may print the name of a homeowner attending or choose to add the Board of Directors to vote on your behalf.

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Homeowners**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Homeowners**

**PLEASE NOTE: A person, to whom PROXY POWER is given, does need to be in attendance of the meeting but does not have to be a Monarch Estates Association Homeowner.**