



Tower Ranch Community Association (TRCA)

Annual General Meeting

Conducted Virtually September 2020

Notes to the Meeting

Methodology:

1. The Membership was advised of the Agenda and Motions to come before the Virtual Annual General Meeting (AGM) by email to all members in good standing whose email address was on the Master Membership list as of September 2, 2020. This is compliance with Section 12 b (i) of the TRCA Bylaws providing 21 days advance notice by email to the members.
2. This ability to conduct this AGM by electronic means is compliance with the TRCA Bylaws, Section 22.
3. Members were provided with an email address where they could direct questions.
4. On September 2, 2020 the members were advised that nominations were open for Directors with that opportunity expiring midnight September 15, 2020.
5. On September 23, 2020 an official notice was sent to members outlining the method of electronic voting for each motion presented in the previously sent Agenda.

6. Members were advised that voting would remain open until 9:00 pm on September 26, 2020.
7. The voting method was through the program Survey Monkey.
8. The votes were automatically tabulated through Survey Monkey.
9. The votes were audited by two independent scrutineers and the results forwarded to the Board of Directors for ratification on September 28, 2020.
10. The results of the votes for each motion was forwarded to the members on September 30, 2020.

Submitted for filing with appropriate governing authorities

Additional Documents: Agenda and Voting Results

October 8, 2020

D. Craig Fowler, Director, TRCA