



Skylark Owners Association

April 17, 2023

Monique Allison - Seabreeze Management
9350 Waxie Way, Suite 560
San Diego, CA 92123

A Meeting of the Members will be held as follows:

Date: May 18, 2023
Time: 5:00 PM
Location: via zoom.com
Meeting and zoom info will be posted at: www.TheHOAElectionGuys.com/skylark
All mailed ballots should be received by us by May 17, 2023.

This Meeting of the Members is being held to hold the First Membership Election and elect TWO (2) directors. A vote on IRS Revenue Ruling 70-604 will also take place to address potential excess funds and reduce tax liabilities.

For the election to be held, a quorum of the membership must return a ballot, or attend the meeting.

The Skylark Owners Association bylaws define a quorum as "25%" of the voting power of the association, or 5 members. If quorum is not reached at this meeting, the members in attendance at the meeting may vote to reconvene the meeting to a later date (this is done via a voice vote of the members present at the meeting). In this case, the deadline for receiving ballots will be extended as well.

In addition to this notice, this package contains the following:

1. One Official Ballot - please return your ballot so that we can meet quorum!
2. One double window envelope
3. One smaller Secret Ballot envelope
4. One page of candidate statements

If you have any questions, please do not hesitate to contact your association's Inspector of Elections. The HOA Election Guys, Inc can be reached at (888) 380-3332 or by email at info@thehoaelectionguys.com

Detach along perforated line and place this stub in the provided window envelope.
Please make sure that the addresses are showing through the windows.

OWNER SIGN ABOVE (only one owner's signature is required) **Signature must show through window or ballot will not be counted!**

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Skylark Owners Association
c/o The HOA Election Guys - SkylarkFILE
27472 Portola Pkwy #205-412
Foothill Ranch, CA 92610

Instructions:

- 1) Cast your vote(s) on the enclosed ballot.
- 2) Insert ballot into the smaller Secret Ballot envelope.
- 3) Insert the sealed Secret Ballot envelope into the window envelope.
- 4) Sign this stub in the left corner (**your ballot will not be counted if you do not sign this stub**)
- 5) Detach and insert this stub into the window envelope, making sure your signature and the addresses are showing through the windows.
- 6) Mail your ballot
(if not provided, make sure you apply postage!)

CANDIDATE STATEMENTS

Request to Serve on the Skylark Homeowner's Association Board of Directors



Bill Steiner
913 Lindbergh Drive
925-998-9981
billsteiner@mac.com

Dear Skylark Homeowner,

I am your neighbor, Bill Steiner.

With more than 15 years of experience as a Director and Officer on California Homeowner Boards, I understand the complex and challenging issues facing our start-up Association. I would like to serve as your board member to help guide Skylark into becoming a premier community and to ensure the value of our homes continue to increase.

I am financially conservative and believe that all contracts for goods and services should be competitively bid. I know how to work with City and County officials to get things done. I will never shy away from asking the hard questions. I respectfully ask for your vote to act as your representative.

Please contact me should you have any questions.

Sincerely,