

MEMORANDUM

TO: Bolling Brook Owners

FROM: Tracy Dietrich, Community Association Manager

Date: March 5, 2015

RE: March 11th Meeting

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Good Morning Everyone:

I'm writing to clarify the meeting notice you received. The Board can call a "special" meeting to discuss Association business in between regular board meetings. The discussion is limited to the items on the Agenda. This meeting is being held to address contracts, and other items that are normally discussed in executive session. Therefore, the meeting is not open to the members. The minutes will be posted on the website once approved.

The next regular meeting will be held on the 16th at the Church.

I apologize for the miscommunication. If you have any questions, please feel free to contact me at tdietrich@legumnorman.com.