

January 23, 2013

Dear Cheesman Tower West Homeowner,

I'm writing to encourage you to attend the **Annual Homeowners' Meeting**, scheduled for next **Wednesday, January 30, at 6:30 pm** in the CTW Community Room.

These meetings are always important because we elect new members to the Board of Directors, each of whom will agree to serve a three-year term watching out for our community's interests. This year we will elect three directors. If you have not served on the Board (or even if you have), I urge you to consider volunteering to run for office.

We also have important financial matters to discuss at this meeting. We have few opportunities for discussion as a community, and the current Board is very interested in homeowner input now. Please take advantage of this chance to share your views.

In addition, please find attached a copy of a new policy and procedure regarding retention and accessibility of HOA records. This policy and procedure is required by new laws, has been approved by the Board, and will go into effect 15 days after your receipt of this copy, on February 12, 2013.

We look forward to seeing you next week.

Best regards,

Denise Wood, President

Cheesman Tower West Homeowners Association Board of Directors