

September 2, 2021

Hello to All,

This letter is to inform you that the Annual Meeting for the community will be held on November 9, 2021, at 6:00 pm. The meeting will be held virtually, and you may attend by either of the two provided formats:

Google Meets: <https://meet.google.com/xxe-fbmv-kgn>

Phone: 1 646-543-3987 PIN: 359 747 208#



As you may be aware, the annual meeting is when the Association will go over the year in review, financial updates, next years budget, go over any concerns the community may have and elect 3 members for the board of directors. If you desire to volunteer as a board member, please fill out the enclosed form and return it to our office by September 29th. We will be sending out a second notice for the annual meeting a few before we hold it, at which time we will list any candidates that wish to serve along with their information sheet if they so desire to provide one.

We look forward to having you join us.

Sincerely,

Windsor Trace Condominium Association, Inc.

IMPORTANT NOTICE

If you have any Christmas decorations or lights you would like to donate, in addition to those we have stored offsite from previous years, we will need those décor items no later than November 18th. You may notify our office when you have them, and we will plan to get them gathered so the install can occur quickly.

