



SULLY STATION II COMMUNITY ASSOCIATION

Dear Members,

The Board of Trustees of Sully Station II Community Association would like to invite you to participate in the Annual Meeting on **Thursday, September 22, 2016 at 7 p.m.** at the Community Center. The enclosed information will assist you in becoming a supporting owner of Sully Station II Community Association.

The first attachment is the “**Call for Candidates.**” This is an invitation for all members of Sully Station II Community Association to apply for candidacy to serve on the Board of Trustees. To be considered eligible for candidacy, the “**Nomination Form**” must be submitted.

The second attachment is a request for nominations of a “**Volunteer of the Year.**” The Board of Trustees is looking for recommendations from Sully Station II members for individuals who have served the Association over the past year as an exemplary volunteer of the Association. Please fill out the Volunteer of the Year application and submit it to the HOA office.

In several weeks a second mailing will be sent to all Sully Station II Community Association Members for the election of the Board of Trustees. This mailing will include the ballots for Board of Trustees for the Annual Meeting. For your convenience, this mailing will include a self-addressed, stamped envelope to send back your completed ballot.

The Board of Trustees will host a “**Meet the Candidates Night**” at Sully Station II Community Center on **Thursday, September 8, 2016 at 7:00pm** at the Sully Station II Community Center. Members will have a chance to meet and discuss Association issues with the Board candidates.

The Board of Trustees is looking forward to your participation in the Sully Station II Community Association Annual Meeting.

Thank you,
Dan Jenuleson
Board President

SULLY STATION II COMMUNITY ASSOCIATION
ANNUAL MEETING NOTICE
CALL FOR CANDIDATES

Dear Sully Station II Community Association Member:

In accordance with the provisions of Articles IV and V of the bylaws for Sully Station II Community Association, this letter provides notice of the 2016 Annual Meeting of the Association, which will be convened at 7:00 p.m. on **Thursday, September 22, 2016** at the Sully Station II Community Center: 5501 Sully Park Drive, Centreville, VA 20120-5426.

The primary business to be conducted at the Annual Meeting is the election of SIX (6) Members to serve on the Board of Trustees, the highest four voter receivers for a 2-year term and the remaining two vote receivers for a one year term.

If you are interested in serving on the Board, it is required that you complete a nomination form declaring your candidacy, and a nominating petition signed by at least ten (10) unit owners. The nomination form and petition should be completed and hand-delivered or mailed to Elections Committee at the Community Center (5501 Sully Park Drive, Centreville, VA 20120), or emailed to office@sully2.com. Both forms must be received in the Community Center office no later than **Monday, August 22, 2016** or received via email by that date.

As a courtesy to those interested in serving on the Board, FirstService Residential is hosting a free seminar, "What it Takes to be a Board Member" on **Thursday, August 11, 2016, at 7:00 p.m.** at the Community Center. The objective of the seminar is to discuss the importance of the fiduciary responsibility that Members of the Board of Trustees have to their association. This seminar is a great opportunity for every member of the Association to gain valuable insight of Board responsibilities, especially members who have an interest in serving on the Board of Trustees.

The Board of Trustees has established the record date as **August 15, 2016** for determining the Association members eligible to vote. This means that any members who settle on their homes by **August 15, 2016** will be eligible to vote. Members who settle after **August 15, 2016** are not eligible to vote in this election; however, they are welcome to attend the meeting.

The Association's legal documents provide that each unit (home) shall have one (1) vote. Voting is by ballot at the Annual Meeting. Members may vote in person or by an absentee (instructed proxy) ballot which is mailed to the Elections Committee prior to the meeting. Additionally, eligible voters may assign uninstructed proxies to another member or other eligible party, permitting the proxy holders to cast their votes. FirstService Residential will mail a list of the candidates and proxy forms to all members in September. All proxies must be submitted or received no later than **Thursday, September 22, 2016 by 5:00 p.m.**

We encourage your participation in the election process and attendance at the Annual Meeting on **Thursday, September 22, 2016 at 7 p.m.** at the Sully Station II Community Center. If you have any questions, please contact me at the Association Office at 703-266-2020 or e-mail at Robert.Martin@fsresidential.com

Sincerely,
Rob Martin
General Manager
On behalf of the Secretary of the Board of Trustees
Sully Station II Community Association

SULLY STATION II COMMUNITY ASSOCIATION

VOLUNTEER OF THE YEAR FORM

I wish to nominate the following Sully Station II member as “Volunteer of the Year” for **2015**.

Name: _____

Address: _____

Please attach or provide below a brief statement which states the reason for this nomination as Volunteer of the Year for 2015. Submit this completed form and send it to the HOA office no later than September 1, 2016. *Please type or print neatly.*

MAIL, E-MAIL, OR FAX THIS COMPLETED FORM TO:

Sully Station II Community Association
Elections Committee
5501 Sully Park Drive
Centreville, VA 20120-5426
Fax #: (703-266-2004)
Email: Office@Sully2.com



SULLY STATION II COMMUNITY ASSOCIATION

NOMINATION FORM

I wish to become a Sully Station II Community Association Board of Trustee candidate.

Nominee:

Name:

Address:

Telephone #: Home/Work:

Signature

Please provide the following information. Biography information is limited to two pages, twelve point Times New Roman font, single spaced lines with one inch left, right, top and bottom margins.

1. Petition with at least ten (10) unit owners from Sully Station II Community Association.
2. Biography which states the qualifications and interests you have that would be an asset to serving on the Board of Trustees.
3. Why you are interested in being a board member.
4. Additional information you think is relevant to members.

Mail, email, or deliver this completed form to:

Sully Station II Community Association
Attention: Elections Committee
5501 Sully Park Drive
Centreville, Virginia 20120-5426
email: office@sully2.com

Note: All nomination forms will be distributed as received.



SULLY STATION II COMMUNITY ASSOCIATION

CANDIDATE NOMINATING PETITION

Candidates must obtain signatures from at least ten (10) unit owners in Sully Station II Community Association (one signature per household).

SIGNATURE

ADDRESS

