



Old Cahaba Residential Association
211 Yeager Parkway, Suite B.
Pelham, AL 35124
205-624-3586

Owner Email If Provided

Dear Old Cahaba Owner,

Over the past few months your Board of Directors, the Old Cahaba developer, and Selective Management Services (SMS) have been planning for the “turnover” of your community. Turnover means that the developer is turning over control of the Association to the homeowners. Simultaneous with the turnover is the election of the first Board of Directors by the members of the association. This is a significant event and requires a specific process pursuant to the Old Cahaba Bylaws. We have made every effort to simplify this process and have developed a communication campaign that begins with this letter.

Communication is a crucial part of this process. Your community is 1,345 members strong and to communicate effectively we will use US mail, email, social media, the Old Cahaba website, signage, and community meetings. It is extremely important that we have your correct email address. If the email address shown in the upper right corner of this letter is correct, we have you in our records. If that box is blank or incorrect, we need your preferred email, and ask that you email it to us with your property address to oldcahabaemails@selectivemgmt.com as soon as possible so you do not miss any of our updates.

Board member duties are primarily to oversee all business and general affairs of the Association, ensure the governing documents are adhered to, make policy decisions as needed, and review and approve the annual budget. The elected board positions are on an individual, voluntary basis and are submitted through self-nomination, then elected by the members. Being a Board member is a serious commitment of your time, efforts, and talents. This is a great opportunity for Owners in Old Cahaba to become involved in the community and make a difference.

Enclosed with this letter is a nomination form. If you would like to be put on the ballot as a Board volunteer to be elected by the community, please complete the form in its entirety and email a copy to the Nominations Committee at OCnominations@gmail.com. The Nominations Committee is responsible for seeking out volunteers and reviewing the self-nomination forms to ensure all nominees are eligible to serve on the Board. Nomination forms can also be mailed or dropped off at the SMS office at 211 Yeager Parkway Suite B. Pelham, AL 35124. **Nomination forms are due by 3pm on Friday, April 19, 2024.**

On the reverse of this letter is a list of important dates for the election and an explanation of the process. Reminders of these dates will be communicated to homeowners via email. If you would like a copy of the Bylaws that set the procedures for the election, one can be found on the Old Cahaba website at <https://www.oldcahaba.org/governing-docs.html>. If you have any questions regarding the election process, please don't hesitate to reach out to our office.

Sincerely,
Old Cahaba Residential Association
Lauren Buckner
lauren@selectivemgmt.com

Calendar of Events and Important Dates

April 19, 2024: Deadline for homeowners to submit their name to serve on the Board

Pursuant to the Old Cahaba Bylaws, the current Board has appointed a Nomination Committee of five members who will seek out volunteers from the community to serve on the Board. Eligible homeowners willing to serve on the Board may also submit their nomination form directly to the Nominations Committee by emailing the Committee at OCnominations@gmail.com. Members of the Committee are Derek Blumstein, Kathy Sciarrotta, Laura Deal, Kayla Page, and Bob Miller.

April 26, 2024: Annual Meeting Notice and Ballots mailed to Owners

The Nominations Committee submits all nominees to SMS. SMS will then prepare the Annual Meeting notice, ballots, and biographies of the nominees and mail to all homeowners.

May 24, 2024: Ballots Due

This is a very critical part of the process. It is imperative that every homeowner cast their vote. Pursuant to the OC Bylaws, over 50% of homeowners must cast their vote with their ballot, by proxy or in person at the Annual Meeting. That is approximately 675 homeowners. Should we receive less than 50%, the current Board will appoint a new board until another election is held. We want to avoid the appointment of the new Board. This is the community's time to vote for those you want to lead your community forward! Please take the time to cast your vote.

June 4, 2024: Annual Meeting

We will meet at The Church at Cahaba Bend at 6pm. The agenda of this meeting will center around the final count of ballots and announcement of the new Board of Directors. The ballots will be counted by the Election Committee, made up of five volunteer homeowners, and SMS. SMS will ensure that the ballots are anonymous to the Election Committee members.