



The Courtyard
QUEEN • ANNE • SQUARE

2019 Annual Meeting Notice

February 25, 2019

The 2019 Annual Meeting has been scheduled for:

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| When | March 21, 2019 | Where | 275 W Roy St, Seattle, WA 98119 |
| Social | 5:45–6:45 PM | Lounge | |
| Sign In | 6:45–7:00 PM | Gym | |
| Meeting | 7:00 PM | Lobby | |

The purpose of the Annual Meeting is to review the business of the previous year, consider general business that may be introduced at the meeting, and to elect Board members for expiring terms. If you would like to be considered for a board position, please contact The Board, or request someone to nominate you from the floor. Voting shall take place at the meeting.

For the Annual meeting, we must have a quorum of owners holding at least 25% of the voting power present, in person, or by proxy to conduct business and validate this meeting. If you are unable to attend, PLEASE COMPLETE A PROXY and submit it prior to Wednesday, March 20th, 2019. With this proxy, you are giving the “holder” the authority to vote for you at the meeting. THE PROXY HOLDER MUST ATTEND THE MEETING for the proxy to be valid. It is non-transferrable by the Proxy holder. Only the unit owner may designate a proxy.

You may mail or email your proxy to: The Board CYQAS, 275 W. Roy St Unit 111, Seattle, WA 98119, board@courtyardqas.com, or drop it in the ballot box found in the mailroom. Your proxy holder may also bring the proxy to the meeting. If mailing, please allow enough time for USPS delivery 7 days prior to the 21st.

An Evite will be sent out so we can determine a head count for both the social and the meeting. We would appreciate your response so we can ensure we have enough attendees/proxies.

Agenda

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| Roll Call (Sign In) | Election of Inspectors of Election |
| Proof of Notice of Meeting | Election of Directors – 2 positions |
| Approve 2018 Annual Meeting Minutes | Unfinished Business |
| Reports of Officers | New Business |
| Reports of Committees | Adjournment |
| Nominations | |