

January 29, 2025

Fields & Tollett
ATTN: C. Douglas Fields
RE: Belcher v Lake Park Resort, Inc.

In order to facilitate a legal and uneventful board election, the following is required from plaintiffs:

1. **Eligibility:** An accounting of all member dues collected from your office and dates received in order to update financial records and determine member eligibility.
 - a. As the sitting officers, **we** will incorporate these records into the existing database, compiling a MIGS mailing list for election notifications, nominations, and official ballots.
 - b. Note that the 2023-24 fiscal year has now ended, and 2024-25 dues are now payable.
 - c. Dues for 2023-24 and 2024-25 must be current **prior** to the election date.
2. **Nominations:** Present a list of **plaintiff** nominations, consisting of a name and which office they are seeking:
 - a. Members may nominate themselves.
 - b. Must be Members in Good Standing (MIGS) **prior** to election date **TBD**. (Refer to Item #1)
 - c. Including the five incumbent officers at the time of this letter, there are 32 MIGS (excluding dues currently being held in escrow at your office. (See Item 1)
 - d. All nominees will be listed on mail-in ballots.
3. **Location:** We've used the public library's conference room for the past two years as it offers comfort and shelter in the event of inclement weather and has a professional atmosphere.
 - a. Date needs **TBD** ASAP in order to reserve the room.
 - b. If any resident needs transportation, we can arrange a rideshare.
 - c. If Zoom is to be offered, it will be for spectators only.
 - d. We can offer it through the existing website.
4. **Dates:** Allowances need to be made for the mailing and return of the notices below, as well as ballots.
5. **Notices:** Notices need to be written and mailed to ALL property owners by **presiding** officers, NOT the plaintiffs. Until the election takes place, this incumbent board is responsible for corresponding with the membership as a whole, with the exception of *campaign literature.
These notices include:
 - a. A notice to the owners informing them of the 2-year amnesty on arrearages, as was allowed for plaintiffs, including a **deadline TBD** for receiving any such dues and/or nominations back at either of the two specified locations.
 - b. Nominations may consist of plaintiffs, incumbents, and/or any MIGS who wishes to volunteer their time. Nominees may declare for one office only.
 - c. A second notice containing registered mail-in ballots, with a return deadline of **TBD**.
6. **Ballots:** **All** ballots will be mailed via USPS.
 - a. One ballot per household will be mailed.
 - b. Only those members listed in good standing from item No. 1 will receive a ballot.
 - c. Ballots will arrive pre-printed with owner's name and return address, as well as a unique registration number for validation.
 - d. Ballots will be in the form of a postage-paid 4x6 postcard. (Sample included)

7. **Voting:** Votes will be cast by returning the postage-paid ballot to the pre-addressed location, which will be the law offices of McClanahan & Winston, the receipt of which will be logged and remain in safe keeping until the certification meeting.
 - a. The return address location was chosen because their mail service provides a permanent record of all incoming mail.
 - b. Ballots and mail log shall remain **in the attorney's** custody until the certification meeting date **TBD**.
 - c. Each vote cast will be counted and **recorded** by the representatives established by the respective parties, those being **Anthony Johnson** and **Grant Billings**.
 - d. Under the supervision of C. Douglas Fields and Matthew McClanahan, the election results will be certified.
8. **Records:** Possession of all past & current files, records, and keys will then be transferred to the incoming board secretary for **safekeeping**, according to the certified voting outcome.

LPRI Board of Directors

Fiscal Year 2024/2025

cc: LPRI/jlt

*All campaign material must be produced and mailed at member's own expense. LPRI funds, regardless of where they are currently held, may NOT be used for printing, copying, mailing, etc. of ANY campaign materials.