



Abaris Realty, Inc.

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Web Site: www.abarisrealty.com

Serving the DMV Metro Area Since 1975

September 22, 2022

Dear Colonnade Community Association Unit Owner,

The Annual Meeting of the CCA will be held on Tuesday, November 29, 2022 at 7:30 PM. The Annual Meeting will be held virtually via WebEx. Members may participate in the virtual meeting by video conference or by phone using the following link or call instructions:

<https://abarisrealtyinc.my.webex.com/meet/sambush>

Dial in Number: 1-408-418-9388

Access Code: 791 064 079

In accordance with the CCA Bylaws, the term of each CCA Board member shall be for a period of 1 year. The CCA Board members are appointed from each Condominium's Board of Directors. Per Section 4.2 of the CCA Bylaws, the President of each Condominium is the default designee to the CCA Board; however, each Condominium Board also has the authority to designate someone other than their President as their representative on the CCA Board as long as the designee is a Unit Owner in good standing.

Notice is hereby given that each of the 5 Condominium Boards of Directors must submit the name of their respective CCA Board designee no later than **Friday, October 14, 2022**. The President of each Condominium Board of Directors shall provide the name of their designee to Abaris Realty on or before the nomination deadline of October 14, 2022.

PLEASE NOTE:

The Montgomery County Commission on Common Ownership Communities (CCOC) has launched an online training program for common ownership community board members. The CCOC developed this training to meet requirements of Bill 45-14, which was passed by the County Council on February 3, 2015. The measure was signed into law by the County Executive on February 11, 2015 and took effect January 1, 2016. **Members of the board of directors of all common ownership communities in Montgomery County who are elected, re-elected or appointed to a term of office on or after January 1, 2016 are required within 90 days to successfully complete the online training program, at <http://www2.montgomerycountymd.gov/CCOC-Training/>** For additional information about the CCOC or the training program, call [240-777-3636](tel:240-777-3636) or visit www.montgomerycountymd.gov/ccoc.

Individuals serving on the Board of Directors do so on a volunteer basis to establish and enforce policies and procedures which help run the CCA. All unit owners will receive a second notice of the CCA Annual meeting at least 15 days before the meeting date which will include an agenda and proxy form as well as the names of each of the Condominium's designees to the CCA Board. Please note that the election of who will serve as officers of the CCA will not be included as part of the CCA Annual meeting. Instead, the designees to the CCA Board will vote at their initial virtual Board meeting within 10 days after the Annual meeting to decide who will serve as the future officers for the CCA. On behalf of the CCA, I thank you for your attention to this matter. As always, if you have any questions, please feel free to contact me directly at sambush@abarisrealty.com. I hope you are all staying safe and well.

Sincerely,

Shireen Ambush, PCAM, CPM
Property Manager

