

## University Canyon West Homeowners Association

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**9610 Waples Street  
San Diego, CA 92121-2992  
WWW.NNJ.COM**

**(858) 550-7900  
(800) 448-7601  
FAX (858) 550-7929**

November 12, 2018

Dear Owner(s):

The purpose of this letter is to advise you of the Annual Meeting and Election of Directors scheduled to be held on January 28, 2019 at 6:00 p.m. at the University of San Diego, Degheri Alumni Center, 5998 Alcalá Park, San Diego, CA, 92110.

Items of business at the Annual Meeting will be:

- The election of three directors for a two-year term
- Approval of previous Annual Meeting Minutes;
- Approval of IRS Revenue Ruling 70-604 Resolution

If you are interested in serving on the Board, please complete the enclosed Request to Serve form and return it to our Management Company along with a one page Candidate Statement.

Applicants must be a member of the Association and must be in good standing (no open enforcement actions and no assessment delinquency) in order to serve on the Board of Directors.

Your Request to Serve and Candidate Statement must be received by our Management Company no later than 12:00 noon on December 17, 2018.

**University Canyon West Homeowners Association  
c/o N.N. Jaeschke  
9610 Waples Street  
San Diego, CA 92121**

**E-Mail: [jwhitaker@nnj.com](mailto:jwhitaker@nnj.com)**

Sincerely,  
Board of Directors  
University Canyon West Homeowners Association

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### REQUEST TO SERVE ON THE BOARD OF DIRECTORS

Please complete the following and return this form along with your one page Candidate Statement, no later than 12:00 noon on December 17, 2018.

NAME: \_\_\_\_\_ PHONE NO. \_\_\_\_\_

PROPERTY  
ADDRESS: \_\_\_\_\_

MAILING  
ADDRESS: \_\_\_\_\_

EMAIL: \_\_\_\_\_

You may submit a separate one page Candidate Statement that will be distributed to the members of the association with the Notice of Annual Meeting which includes the election materials and ballot. Your statement will be sent exactly as submitted. Anything submitted that is more than one page will not be distributed.

In addition to your name and any contact information that you wish to share, we recommend that your statement address the following:

- How long you have owned property in the association.
- Whether or not you currently live in the association. If you do, for how long?
- Why you want to serve on the Board of Directors.
- Whether you have ever served on an Association Board of Directors before.
- How your past experiences would benefit the association.
- If elected, what the goals of your service to the community would be.

NOTE: This Request to Serve form will not be mailed out to the membership. Only the one page Candidate Statement submitted by you will be included with the election materials