

Corporate Resolution
Of
York Farms Maintenance Corporation

The York Farms Maintenance Corporation Board agrees to add the following instructions/procedures as an addendum to the YFMC Bylaws effective

April 15, 2018.

1. The YFMC Annual Meeting will be scheduled each year for mid-January.
2. Membership rolls will be closed twenty (20) days prior to each annual election so the YFMC can make sure the resident list is up to date and accurate.
3. Residents will mail their ballots to YFMC, PO Box 204, Kirkwood DE 19708, with the word "ballot" clearly written on the front of the envelope, so the YFMC knows to not open the envelope. The due date for ballots sent by mail would be 1 day prior to the Annual Meeting. Residents may also hand-deliver their ballot at the Annual Meeting, sealed in an envelope with the word "ballot" clearly written on the front of the envelope. Ballots mailed in, along with homes represented at the Annual Meeting, will be used to constitute quorum, which is 37 homes.
4. If quorum is not reached, the Annual Meeting will be re-scheduled for early-mid February. Any ballots already turned in will remain un-opened and kept by the YFMC Secretary. Quorum for the re-scheduled meeting will be cut in half, to 19 homes. Residents will be allowed to continue to submit ballots, or change their ballot, up until the end of the re-scheduled meeting.
5. At the Annual Meeting, anyone running for a Board position will have the opportunity to stand up and state why he/she wishes to be elected to the Board. At the end of the meeting, the YFMC will gather all remaining ballots, keeping all ballots sealed in their envelopes. The stack of ballots will then be placed in a box, along with the list of Residents, and sealed in the presence of everyone in attendance. The next day the YFMC Secretary will mail the box to the community Attorney. He/she will open, validate, and count the ballots. Ballots must be signed by a Homeowner listed on the deed, and dated, to be considered valid. If more than one ballot is received for any Lot, the validated ballot with the most recent date will be the one accepted. The Attorney will send the YFMC Board a letter with the official tally of votes for each person on the ballot, listing the top 7 Members as the Board Elect.

6. Once the election results are received from the Attorney, the YFMC Secretary will complete the Annual Meeting minutes and upload a copy of the letter from the Attorney, along with the minutes, to the website.
7. IF the Attorney notifies the YFMC Board of a tie for 7th position, there will be a run-off election for those involved in the tie. The YFMC will distribute a new ballot with just the names of those involved in the tie and the voting process will be repeated, with the exception that all ballots must be mailed since another meeting will not be scheduled. All un-opened ballots will be mailed to the Attorney the day after the due date to be tallied. The Attorney will validate and tally the ballots and send the YFMC Board a letter with the results, the person with the highest number of votes will be named the winner.
8. The new Board Elect will begin their term on 3/19 of each year.

PRESIDENT - Valerie A. DeLisle

Valerie A. DeLisle

VICE PRESIDENT - Andrea Thomas

Andrea Thomas

TREASURER - Julianne Gray

Julianne Gray

SECRETARY - Javier Acosta

Javier Acosta

DIRECTOR - Robert Hunter

Robert Hunter