Email Subject Line: **Written Action Without a Meeting of the Board of Directors of Bannockburn Homeowners Association.**

Pursuant to the Colorado Revised Nonprofit Corporation Act, C.R.S. §7-128-202, the Board of Directors may take action without a meeting as set forth below.

PLEASE INDICATE YOUR VOTE AS (1) IN FAVOR, (2) AGAINST, OR (3) ABSTAIN with respect to the following matter:

**[Insert description of matter to be voted on]**

If approved, the resolution(s) set forth above will become effective when the last writing (email) necessary to affect the action is received. Responses must be received no later than \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **[date]**. Failure to respond by \_\_\_\_\_\_\_\_\_\_ will be counted as an abstention.

This email will be filed with the Association’s meeting minutes.

(Electronic signature – e.g., board member name, title, and email address)