

May 2025

Dear Spruce Hill Farms Property Owner:

Please be advised that Spruce Hill Farms, in accordance with our By-laws, will hold its annual membership meeting on **Saturday, June 7, 2025 at 11:00 AM**. We held off this notice as long as we could as we were hoping to be in person under the pavilion, but we will be having this as a virtual meeting due to the construction going on at the pool area. Please click on the link on the email to join the meeting.

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 291 688 575 901 7

Passcode: XZ7CQ3zB

Dial in by phone

[+1 646-979-9773, 759205793#](#) United States, New York City

[Find a local number](#)

Phone conference ID: 759 205 793#

For organizers: [Meeting options](#) | [Reset dial-in PIN](#)

Please review the enclosed agenda, mark your calendars, and plan on being in attendance online or by proxy. The Budget, the Association's roads and other matters important to every property owner will be discussed. Also, elections for members for three-year terms will occur.

If you cannot attend in person, kindly complete the enclosed proxy by naming a member in good standing to vote for you and return the proxy in an envelope marked **"Proxy Enclosed for Annual Meeting"** to Spruce Hill Farms POA, PO Box 208, Canadensis, PA 18325-0208. You can also scan them and send to sprucehillfarmspoa@gmail.com. We must receive the proxy pursuant to the time frames established in the By-laws.

Your attendance online or by proxy is very important. The Association needs 35% of its members in good standing to be present in person or by proxy to constitute a quorum and conduct business on June 7, 2025. If a quorum is not reached on June 7, 2025, the meeting will be adjourned until June 8, 2025 at 1:00 PM on the same online link.

If you have any questions as to whether or not a quorum was present on June 7, 2025, you should call the POA Office telephone 570-495-1550 (after 2 PM on Saturday) or email sprucehillfarmspoa@gmail.com and we will inform you if there is a meeting on Sunday. You should note that, pursuant to our By-laws, no matter how many members in good standing are present at the meeting on June 8, 2025, the meeting proceeds as scheduled. The same link will be used for the Sunday meeting if necessary.

Thank you.

Sincerely,

Board of Directors of Spruce Hill Farms

Spruce Hill Farms
General Membership Meeting
June 7, 2025
Agenda

- * Call to Order
- * Rise for Pledge of Allegiance
- * Introduce Board Members
- * Review Minutes of June 2024 POA meeting
 - Additions or Corrections?
 - Motion to Accept/Second/Vote
- * Treasurer's Report including Income & Expense
 - Motion to Accept/Second/Vote
- * Review of 2024/25 Budget
- * Roads Report
- * Pool Report (Under Construction) Scope of work attached
- * Old Business
- * Reading of Proxies
 - Delinquent Report
 - Members NOT entitled to vote
- * Election of Board Members Slate:
 - 3-year terms up (2025)
 - Richard Bubb
 - Susan Gebase
 - Tom Stitt
 - 3-year terms up from 2024 (These people will be up for re-election in 2027)
 - OPEN
 - OPEN
 - OPEN
 - Nominations from the floor
 - Motion to Close Nominations/Accept/Second/Vote
- * New Business
- * Selection of date, time and place for next year's Annual Membership Meeting
- * Motion to Adjourn

Spruce Hill Farms

Proxy for 2025 Annual Meeting

I, the undersigned owner of Lot Number _____ or Lots Number _____, _____, _____ & _____ in Spruce Hill Farms, hereby revoke any and all proxies if any were previously executed prior to the date below, and appoint _____ as proxy to vote on all matters and otherwise represent my interest as an owner of a Lot or Lots in Spruce Hill Farms at the **General Membership Meeting** called for the 7th day of June 2025, or at any adjournment thereof

IN WITNESS WHEREOF, I have executed this proxy this _____ day of 2025.

Signature

Printed Name

The following Board Members will be in attendance at the Annual Meeting and have indicated they would be your “proxy” in the event you don’t know or can’t contact anyone before the meeting (circle one):

Susan Gebase

Tom Stitt

Rich Bubb

Return your signed Proxy in an envelope marked “**Proxy Enclosed for Annual Meeting**” to:

**Spruce Hill Farms POA
PO Box 208
Canadensis PA 18325-0208**

OR

Email signed proxy to sprucehillfarmspoa@gmail.com