



September 30, 2011

Dear Old Brooklyn CDC Members:

We are holding our Annual Meeting on **Tuesday, October 18 from 6:00 – 7:30 p.m. at Grace Church located at 2503 Broadview Rd.** Light refreshments will be served. Please join us before the meeting for an open house showcasing our new office at 2339 Broadview Rd. from 4:00-5:30 p.m.

There will be a lot to cover at this meeting so we hope that all members will attend. Just to clarify, the organization's current Code of Regulations states that members in good standing are eligible to vote. A member in good standing is a member who is current on their annual dues not less than 45 days before the annual meeting. If you have any questions regarding your eligibility to vote status, contact Cynthia Cejka, 216-459-1000.

Our current regulations provide one vote for each Residential member in good standing, and up to three votes for each Commercial and Institutional member in good standing. The regulations provide that Commercial and Institutional members may designate up to two representatives, each entitled to one vote. If you are a Commercial or Institutional member and you have not designated two people to be your representatives, and you desire to do so, you must notify our office by either emailing Cynthia Cejka at cynthiac@oldbrooklyn.com or faxing us at 216-459-1741, no later than the close of business on Tuesday, October 11, 2011. If you do not notify our office by October 11, 2011 of your representatives, those representatives will not be able to vote at the annual meeting.

Voting will take place at the meeting. If you can not attend and want to vote, please complete the absentee ballot for the election of board members. Absentee ballots must be received at our office no later than Friday, October 14, 2011. You may mail, email, fax or drop off the absentee ballot, (the office is not open on the weekends). To ensure the integrity of the election process, please complete the name and contact information on the ballot. If you vote absentee, you may not vote at the meeting.

Included with this packet of information is:

- Agenda for the meeting
- Bios for proposed new board members and board members up for re-election
- Absentee Ballot for the proposed slate of new board members, indicating their category (resident, commercial or institutional)
- Minutes from the October 2010 Annual Meeting

Best wishes,

Robyn Sandys
Executive Director

Jeff Kipp
Board Secretary