

**DRAFT Canterwood Division 12 STEP Association  
2024 Annual Meeting  
--Minutes--**

Pursuant to a decision by the Board of Directors and in accordance with state law, the 2024 Annual Meeting of the Canterwood Division 12 STEP Association was conducted via Mail-in Ballot only.

**Notice of the Meeting:** Members of the Association received an information packet that included an Annual Report with 2024 Accomplishments and 2025 Planned Priorities, a DRAFT of the 2023 Annual Meeting Minutes, an Estimated End-of-Year (2024) Financial Synopsis, the proposed 2024 Budget, a Financial Summary across all financial accounts, and Reserve Account Summary and Projections, and the Ballot.

***Ballot results compiled and reported by Diamond Community Management:***

**Participation:** 41 ballots were returned or postmarked by the 5pm deadline on November 29, 2024, meeting the requirements for a quorum (minimum of 24 homeowners).

**2023 Annual Meeting Minutes**

41 Approve  
0 Do Not Approve

The Minutes of the 2022 Annual Meeting were approved.

**Election of Board members (two-year terms)**

41 Lynn Singleton  
38 Ben Stuart

No write-in candidates were provided.  
The two candidates were elected to the Board.

**2025 Budget**

40 I vote to ratify the budget  
0 No, I do not ratify the Budget

The 2025 Budget was ratified.

**Questions or Comments Submitted: None**

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Respectfully submitted,  
Dan Riley, Secretary