

## NOTICE OF GENERAL MEMBERSHIP MEETING

**TO: ALL MEMBERS of TERRAZAS DE PUNTA FUEGO VILLAGE HOMEOWNERS' ASSOCIATION, INC.**

Please be notified that the annual **GENERAL MEMBERSHIP MEETING** of the **TERRAZAS DE PUNTA FUEGO VILLAGE HOMEOWNERS' ASSOCIATION INC.**, ("TPFVHAI") will be held on 26 May 2024, Sunday, at **10:00 a.m.**, through a face-to-face meeting pursuant to our by-laws at the San Pablo Function Room located at Club Punta Fuego in Peninsula de Punta Fuego, Brgy. Balaytigue, Nasugbu, Batangas.

The following is the AGENDA for the Meeting:

1. Call to Order
2. Certification of Notice and Quorum
3. Ratification of the Minutes of the General Membership Meeting held on 28 May 2023
4. Management Report
  - a. President's Report
  - b. Operations Report
  - c. Financial Report
  - d. Architectural Committee Report
  - e. Community Development Report
5. Ratification of all Acts of the Board of Directors for the period May 28, 2023 to date and all other acts of the Board previously ratified.
6. Results of the Election of Directors
7. Other Matters
8. Adjournment

Members (or proxy holders) in good standing who wish to attend the meeting physically at the San Pablo Function Room must signify their intention to attend either via email at [terrazasgmm@gmail.com](mailto:terrazasgmm@gmail.com) or visit the Property Management Office and submit a copy of his/her valid government issued ID, contact number and email address not later than **5PM of 23 May 2024**. Upon verification, TPFVHAI will send a confirmation email stating among others, details of the meeting. A ballot box will be available at the San Pablo Function Room for those who will vote in the elections.


Please likewise be informed that the election of TPFVHAI Board of Directors shall be held beginning at **9:00 AM of 26 May 2024 to 11:00 AM of 26 May 2024** through a **physical voting via ballot box**. Guidelines governing the conduct of the 2024 Election of the TPFVHAI Board of Directors shall be issued.

Should you be unable to attend the meeting or cast your votes personally, but would like to be represented, please accomplish the Proxy Form and submit the scanned copy with your government-issued ID via email at [terrazasgmm@gmail.com](mailto:terrazasgmm@gmail.com), or Viber at **(+63) 9178917135**, or submit the proxy form at Property Management Office not later than 5pm of **23 May 2024**.

Please be guided accordingly

5 May 2024

For the Board of Directors:

  
**ATTY. E. HANS SANTOS**  
**Corporate Secretary**