

ODESSA NATIONAL MAINTENANCE CORPORATION
P.O. Box 276
Odessa, DE 19730-9998

NOTICE OF MEETING

To: The Homeowners of Odessa National:

A meeting for the Odessa National Maintenance Corporation has been scheduled for **Tuesday, September 10, 2019 at 6:30 p.m. at the Odessa Fire Hall located at 304 Main Street, Odessa, DE 19730**

The purpose of the meeting, on September 10, 2019 is to discuss the current standings of the community, the turn over from the developer and for the residents of Odessa National, excluding the Southernness subdivision, (the "Community") to nominate Members to the Board of Directors of the Corporation. The Board of Directors shall elect the Officers of the Maintenance Corporation, The President and the Vice President coming from the elected Board of Directors.

The Board of Directors shall consist of no less than one (1) and no more than eight (8) members. The Board of Directors manages the property and business of the Maintenance Corporation. The Board of Directors' specific powers include the power to, among other things, establish rules for the use of the common properties and facilities, exercise corporate powers and employ a manager or such other employees as it deems necessary. The duties of the Board include maintaining a record of corporate affairs and operation, supervising and employees of the corporation, establishing the amount of annual assessment for approval by the members of the Corporation, procuring and maintaining adequate liability insurance and causing the common properties and facilities to be adequately maintained.

The President of the Corporation is the chief executive office of the Corporation. He or she will preside at all meetings of the Corporation to have the general and active management of all affairs of the Corporation and the Board, to see that all

orders and resolutions of the Board are carried out and to sign all documents on behalf of the Corporation. The Vice President shall perform all duties of the President if the President is absent or disabled.

The Board of Directors shall elect Secretary and Treasurer of the Corporation. The Secretary shall be responsible for attending all meetings of the Board of Directors, the Corporation and its committees, if any. The Secretary shall be the clerk of such meetings and maintain the minutes of these meetings. The Secretary shall also be responsible for providing notice of each meeting. The Treasurer shall be the custodian of the funds of the corporation, maintaining an account of its receipts, accounts and disbursements.

Nominations for the Board of Directors shall be accepted using the enclosed proxy and at the meeting. The homeowners are also encouraged to take advantage of the enclosed proxy which can be returned via the enclosed self-addressed envelope. One proxy per household will be accepted. **Please have all proxy responses returned no later than August 9, 2019.**

The developer shall retain, for the time being, responsibility for the maintenance of the open space and common facilities in accordance with the requirements of the Unified Development Code. Following the completion of the construction of the open space and common facilities and its inspections and approval by the New Castle County Department of Land Use, the open space and common facilities will be deeded to the Odessa National Maintenance Corporation and the responsibility for the maintenance of these areas shall be transferred to the Odessa National Maintenance Corporation.

We look forward to seeing you on September 10, 2019.

J. L. Campbell,
President & Board Member
Odessa National Maintenance Corporation

ODESSA NATIONAL MAINTENANCE CORPORATION

PROXY

Board of Directors

(May nominate up to 8 persons. One proxy per household)

Name

Address

- | | |
|----------|-------|
| 1) _____ | _____ |
| 2) _____ | _____ |
| 3) _____ | _____ |
| 4) _____ | _____ |
| 5) _____ | _____ |
| 6) _____ | _____ |
| 7) _____ | _____ |
| 8) _____ | _____ |

Signature

Print Name

Address

RETURN BY AUGUST 9, 2019