

## **Welcome to the Valley Pond Townhome Association**

**Dear Member:**

**As the owner of a Townhome in this Association, you automatically become a member of the Valley Pond Townhome Association and are entitled to the benefits and services the Association provides. These are stated in the “Declarations of Covenants, Condition, Easements and Restrictions” and the “Articles of Incorporation of the Valley Pond Townhome Association” which were given to you as part of your purchase agreement. These documents are also available on line at <http://valleypond.org/>. We urge you to read these documents carefully to clarify for yourself what these benefits and responsibilities are.**

**We have made payment of your monthly assessment fee as painless as possible. At settlement of your purchase agreement, you received a card to return to the Association Treasurer for automatic payment of your monthly assessment on the 10<sup>th</sup> of each month from your checking or savings account at any bank you use. This payment will be deposited in the Association’s account at the First National Bank of Northfield.**

**The Association Board meets on the second Tuesday of each month to carry out the business of the Association and discuss issues that need to be addressed. As a unit owner, you are welcome to attend any these meetings. The Board is comprised of a Representative from each building who volunteers to serve and is confirmed by election at the full membership Annual Meeting in May.**

**Each month you will receive a copy of the Board meeting minutes from your Building Representative to keep you updated on Association business. Please feel free to contact your Representative with any questions or concerns you have. Their names and numbers are “starred” on the Members List.**

**Again, we welcome you. This is your Association and we are pleased to have you as a member.**

**Sincerely,**

**The Valley Pond Townhome Association Board**