

Beaver Creek Homeowners Association, Inc.

Notice of 2023 Annual Meeting

June 8, 2023

Dear Beaver Creek HOA Member,

In accordance with Section 4 of the Bylaws for the Beaver Creek Homeowners Association, Inc. you are hereby given notice that an Annual Meeting of the Members is scheduled for Sunday, June 25, 2023, at 1:30 pm. The primary purpose of the Annual Meeting is to elect one (1) homeowner to serve on the Board of Directors, reviewing 2022 financials and discussing 2023 plans. This meeting will be online. **Please join my meeting from your computer, tablet or smartphone.** <https://meet.goto.com/697575741> . You can also dial in using your phone United States: +1 (224) 501-3412 Access Code: 697-575-741.

As there will not be an in-person meeting, no floor nominations will be taken. Enclosed with this notice you will find a candidacy form. The candidacy form should be completed for each person who would like to run for a position on the Board of Directors. The form must be received by **June 23, 2023 and** will be viewable in the meeting packet.

The election will be held online on the association's website. Voting will open after the conclusion of the annual meeting and will take place for 24 hours. We anticipate releasing results of the election within 72 hours of when voting ends.

If you cannot attend the meeting and do not wish to vote online, you may complete the attached proxy. Your proxy will help meet the quorum requirement of 10% of all homeowners. All proxies must be turned in by **June 25, 2023, at 12pm** to Michelle@legacysouthwestpm.com . All proxies will be validated.

We look forward to receiving your candidacy form and your participation on the Board of Directors.

Regards,

Michelle Dando
Community Association Manager

Beaver Creek Homeowners Association, Inc.

2023 Annual Meeting Agenda

I. Call to Order

- a) Establish Quorum
- b) Proof of Notice
- c) Introductions

II. Review & Approve 2022 Annual Meeting Minutes

III. Community Updates

- a) Financials 2022
- b) Financials 2023 YTD
- c) Community Events 2022
- d) Community Events 2023
- e) Community Park Update

IV. Election

- a) Candidate Introductions
- b) Voting Instructions

Committees

- a) Volunteers are Needed

V. Adjournment

Beaver Creek *Homeowners Association, Inc.* Community Volunteer Form

Please fill out this profile form if you are interested in serving.

Homeowner Name:

Daytime Phone Number:

Property Address:

Evening Phone Number:

Please tell us about yourself: (spouse, kids, hobbies / interest, etc.)

Please write past experiences / qualifications for committee service

Signature: _____

Date: _____

Please email the form to the address listed below.

Beaver Creek Homeowners Association, Inc.

Beaver Creek HOA 2023 Annual Meeting Proxy

KNOW ALL MEN BY THESE PRESENTS, that the undersigned Homeowner in Beaver Creek Homeowners Association does hereby constitute, authorize, and appoint: **(please check one of the options below):**

☐ Option #1 _____ (name) (someone who will attend the meeting on your behalf)

By this designation of proxy, the Proxy Holder may attend and represent the Homeowner with the full power to vote and act for the Homeowner in the same manner, to the extent and with the same effect as if the Homeowner were personally present.

☐ Option #2 A Director of the Board who is not running for re-election for both voting and quorum purposes as the Proxy for the Homeowner to act on behalf of Homeowner at the Annual Meeting of members of Beaver Creek Homeowners Association, and at any adjournment of the Annual Meeting or any subsequent meeting called to conduct or complete the Annual Meeting.

The Proxy Holder shall have full power to represent the Homeowner and vote on all issues and motions that are properly presented at the meeting(s) for which this designation of proxy is effective. The Proxy shall have the authority to vote entirely at the discretion of the Proxy.

☐ Option #3 **This proxy is to be used for quorum purposes only and will not be used for their voting privileges.**

Unless sooner terminated, this voting instrument shall be good for 90 days.

Owner's Name (Printed)

Signature of Owner

Owner's Property Address

Date

The deadline to return the proxy is June 25, 2023 at Noon.

Legacy Southwest Property Management, LLC 8668 John Hickman
Pkwy., Ste. 801, Frisco, TX 75034

Phone: 214.705.1615 Email: Michelle@legacysouthwestpm.com

Beaver Creek Homeowners Association, Inc.

Board Member Candidate Questionnaire

2023 ANNUAL MEETING

Please fill out this profile form if you are interested in running for the Board of Directors this form will be presented in the meeting presentation at the annual meeting.

Homeowner Name:

Daytime Phone Number:

Property Address:

Email Address

Please tell us about yourself: (spouse, kids, hobbies / interest, etc.)

Please write past experiences / work that qualifies you for a position of the Board of Directors:

What would you like to do for the association?

Do you have any commitments that will restrict you from serving on the Board of Director? (Travel, Employment, other Meetings):

By submitting this form and signing below, I acknowledge that if elected I accept those responsibilities as described in the Governing Documents of the Association. I am also aware that information provided on this questionnaire will be published in the 2023 Meeting packet.

Signed: _____

Date: _____

Please email the form to the address below by June 23, 2023.

Legacy Southwest Property Management, LLC 8668 John Hickman Pkwy., Ste. 801, Frisco, TX 75034
Phone: 214.705.1615 Email: Michelle@legacysouthwestpm.com