

River Park Place Homeowners Association, Inc.

Dear Homeowner:

Per the governing documents of the River Park Place Homeowners Association, there will be an Annual Meeting of the members on **Monday, November 4, 2024, at 6:00 p.m., at 2505 Old Trinity Way**. The meeting will be held for the following purposes:

1. To elect three (3) new Board Member(s) for a term of two years.
2. Provide an overview of 2023 along with the accomplishments of 2024.

Please find the following enclosed:

1. An agenda for the Annual Meeting.
2. A proxy form in the event you are unable to attend.
3. A Board Member Candidate form.

In the event you are unable to attend the meeting, please complete the enclosed proxy form and return it by email to heather@legacysouthwestpm.com.

During the Annual Meeting, the owners will elect three (3) member(s) to the Board. In anticipation of the Annual Meeting, the current Board would like to extend to you the opportunity to nominate either yourself or another owner for election to the Board. Nominations are open to any owner and should be made using the attached Board Member Candidate Profile form. You may return the Board Member Candidate Profile form by following same instructions above for return of the proxy form. **The deadline for receipt of nominations is noon November 1, 2024 to be included on the ballot.** Please be advised that nominations will also be called for during the Annual Meeting. Any floor nominations will be considered as write in votes.

Please arrive at the meeting a few minutes early in order to sign in and receive your materials before the meeting starts. The meeting will promptly begin at 6:00 p.m. We look forward to seeing you at the meeting. If you have any questions, please don't hesitate to call me at 214.705.1615

Regards,

Heather Smith
Community Manager
Legacy Southwest Property Management

River Park Place Homeowner's Association, Inc.
2024 Annual Meeting Agenda
November 4th, 2024

- I. Call to Order**
 - a. Establish Quorum
 - b. Proof of Notice
 - c. Introductions

- II. Approval of Minutes of Last Annual Meeting**

- III. Financial Report**

- IV. Election of Board Member(s)**
 - a. Nominations from the Floor
 - b. Introduction of Candidates
 - c. Voting
 - d. Announcement of Election Results

- V. 2024 Accomplishments**

- VI. Adjournment**

River Park Place Homeowners Association 2024 Annual Meeting

Proxy

KNOW ALL MEN BY THESE PRESENTS, that the undersigned Homeowner in River Park Place 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 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 River Park Homeowners Association, and at any adjournment of the Annual Meeting or any subsequent meeting called to conduct or complete the Annual Meeting.

The Proxy 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. The proxy will be held by a Director not running but will not be used for their voting privileges.**

Unless sooner terminated, this voting instrument shall terminate automatically upon the final adjournment of the Annual Meeting for which it is given.

Owner's Name (Printed)

Signature of Owner

Owner's Property Address

Date

The deadline to return the proxy is November 4, 2024

River Park Place Homeowners Association, Inc.
Board Member Candidate Questionnaire

Due by noon November 1st, 2024

PLEASE FILL OUT THIS PROFILE FORM IF YOU ARE INTERESTED IN RUNNING FOR THE
BOARD OF DIRECTORS

NAME:	DAYTIME PHONE NUMBER:
ADDRESS:	EVENING PHONE NUMBER:

PLEASE TELL US ABOUT YOURSELF:
(SPOUSE, KIDS, HOBBIES/INTEREST, ETC.)

PLEASE WRITE PAST EXPERIENCES/WORK THAT QUALIFIES YOU FOR A POSITION ON THE
BOARD OF DIRECTORS:

WHAT WOULD YOU LIKE TO DO FOR THE ASSOCIATION?

Please mail this form to the address below or email to Heather@Legacysouthwestpm.com