#### **Notice of Annual Meeting**

Tuesday, April 9, 2024, at 7:00 PM

Dear Heritage Landing at Providence Village Homeowner,

In accordance with Article 5, Section 5.1 of the Bylaws for Heritage Landing at Providence Village Homeowner Association, Inc., you are hereby given notice of and requested to attend the 2024 Annual Meeting. The Meeting is scheduled for April 9, 2024.

#### **Heritage Landings Annual Meeting**

Apr 9, 2024, 7:00 PM - 8:00 PM

Please join my meeting from your computer, tablet or smartphone.

https://meet.goto.com/930238861

You can also dial in using your phone.

Phone: +1 (408) 650-3123, Access Code: 930-238-861

Get the app now and be ready when you're the meeting starts:

https://meet.goto.com/install

At this meeting, there will be an election to elect two homeowners to the board. That being the case, if you would like to put your name forth for the board, please complete the attach candidate form and return it before Monday, April 1, 2024.

A proxy is a written instrument, signed by the member, which duly appoints the member's voting rights and attendance. The Bylaws state that in order to hold a meeting and conduct business of the Association, there must be a quorum present. A quorum is the number of homes represented either in person or by proxy. The quorum required to hold a meeting is ten percent (10%) of all lot owners. If the quorum for the annual meeting is not met, the Association will not be able to conduct any Association business, and will incur additional expenses to recall, reschedule and re-notice.

Please take a moment to sign and return the enclosed proxy even if you plan to attend, as unforeseen circumstances can occur. You may also go to the community website at <a href="https://www.ProvidenceVillageHOA.com">www.ProvidenceVillageHOA.com</a> and fill out the proxy online.

Email the proxy to <u>sondra@legacysouthwestpm.com</u> or fill out the proxy online on the community website. Your attendance or proxy will help fulfill the quorum requirements. If you have any questions please contact your association manager, Sondra Franey at <u>sondra@legacysouthwestpm.com</u> or 214-705-1615, Option 1.

The deadline to return the proxy is Friday, April 5, 2024.

Legacy Southwest Property Management, LLC

8668 John Hickman Pkwy., Ste 801, Frisco, TX 75034

E-mail: sondra@legacysouthwestpm



### 2024 Annual Meeting Agenda

I.	Call	to	Order
	Can	w	Oluci

- a. Establish Quorum
- b. Proof of Notice
- II. Introduction of Board Member
- III. Financials
  - a. 2023 Financials
- IV. Community Update
  - V. Social Events
- VI. Adjournment
- VII. <u>Q&A -</u> Time will be limited to 3 minutes per homeowner to allow all homeowners the opportunity to ask questions.

Notes:

Legacy Southwest Property Management, LLC

8668 John Hickman Pkwy., Ste 801, Frisco, TX 75034

 $\hbox{E-mail: sondra@legacysouthwestpm}$ 



### **CANDIDACY QUESTIONNAIRE**

Name:Address
Phone:Email:
In an effort to protect your personal information, the above section will not be published.
<b>Please tell us about yourself:</b> Include business, Spouse, Children, Hobbies etc., Number of yealived in Heritage Landings Homeowners Association.
Please write experience/work: that qualifies you for a position on the Board of Directors:
Areas that you feel can be improved in the Heritage Landings Homeowner Association:
<b>Do You have any commitments that will restrict:</b> you from serving on the Board of Directors? (Travel, employment, other meetings):
By submitting this form, I acknowledge that I accept those responsibilities as described in the Bylaws, if elected, and I am aware that the information provided on this form may or may not be published in the annual meeting welcome packet.
To express your interest and become an integral part of our committees, please click on the following link:

### **DEADLINE TO SUBMIT THIS FORM IS Friday, APRIL 5, 2024**

This form may by submitted by email to <a href="mailto:sondra@legacysouthwestpm.com">sondra@legacysouthwestpm.com</a>
Or by following this link: <a href="https://providencevillagehoa.com/homeowner/online-forms/annual-meeting/candidate-form.aspx">https://providencevillagehoa.com/homeowner/online-forms/annual-meeting/candidate-form.aspx</a>.

Legacy Southwest Property Management, LLC

8668 John Hickman Pkwy., Ste 801, Frisco, TX 75034

E-mail: sondra@legacysouthwestpm



# \*\*\*\*\*\*\* Important – Do Not Discard \*\*\*\*\*\* 2024 Annual Meeting Proxy

I, the undersigned, being the record Owner of the property identified below, or being the

to the person, identified be Heritage Landings at Provide	elow ("my Proxy Hol dence Village (the "A April 9, 2023 or as su	erty, hereby revoke any previous proxies and grant lder") my revocable Proxy as a Member of the Association"), at the Annual Meeting of the uch meeting may be rescheduled, adjourned, or opoints:
☐ Quorum purposes	•	[a member (owner) of the Association]
	ership interest of the	oower of substitution to vote and otherwise e undersigned at the Annual Meeting of the
Sign and Date		
In order for this Proxy to b	e valid it must be sig	gned and dated.
Executed this Date (specify d	ate):	
Your Signature-Owner/Meml	per	Your Printed Name-Owner/Member

Where I am present in person and elect to act on my own behalf at said meeting or with respect to a specific act of the Association, such presence or action will supersede and suspend the effectiveness of this proxy. Where I have given my written proxy to another named person dated later than the date hereof, such subsequent proxy will supersede and suspend the effectiveness of this proxy. Please email this form to the association manager Sondra Franey at <a href="mailto:sondra@legacysouthwestpm.com">sondra@legacysouthwestpm.com</a>, you may also go to the community website at <a href="https://providencevillagehoa.com/homeowner/online-forms/annual-meeting/proxy.aspx">https://providencevillagehoa.com/homeowner/online-forms/annual-meeting/proxy.aspx</a> and fill out the proxy online.

E-mail Address

**Property Address** 

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

E-mail: sondra@legacysouthwestpm

