

# *Brighton Estates Residential Community, Inc.*

## NOTICE OF RECONVENE ANNUAL MEETING Thursday, January 25th, 2024 6:00 PM

Dear Brighton Estates HOA Member,

In accordance with Article 3, Section 3.5 of the Bylaws for Brighton Estates HOA, you are hereby given notice that a Transition Meeting of the Members is scheduled for **Thursday, January 25th, 2024, at 6:00 PM.**, via Zoom.us.

An election will be held to fill three (3) positions on the Board of Directors. If you are interested in running, please complete the Candidacy Form, and return it to Legacy Southwest Property Management. Nominations will be accepted from the floor during the meeting.

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 elect directors is ten percent (10%) of all lot owners.** If the quorum for the transition meeting is not met, either by in-person members or by proxy, the Association will not be able to conduct any Association business and will incur additional expenses to recall, reschedule, and re-notice.

**The meeting will be held via Go To. To join the meeting please visit**

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

<https://meet.goto.com/407494389>

You can also dial in using your phone.

Access Code:

407-494-389

United States:

[+1 \(872\) 240-3212](tel:+18722403212)

**If you are attending by proxy, please complete and return the proxy to [vonnve@legacysouthwestpm.com](mailto:vonnve@legacysouthwestpm.com) no later than Noon on Thursday, January 25th, 2024.**

The meeting will begin promptly at 6:00 p.m. We look forward to having you join us. If you have any questions, please call Vonnye Wade at 214-705-1615, Option 22.

Regards,  
Vonnve Wade  
Association Manager

# *Brighton Estates Residential Community, Inc.*

## *AGENDA*

### 2024 ANNUAL MEETING

- I. Call to Order**
- II. Introductions**
- III. The Workings of an HOA**
- IV. Financial Review**
- V. Call for Candidates and Election**
- VI. Adjournment**
- VII. Open Forum - Questions & Answers**

# Brighton Estates Residential Community, Inc.

## PROXY

### 2024 ANNUAL MEETING

I, the undersigned, being the record Owner of the property identified below, or being the authorized voting representative for the property, hereby revoke any previous proxies and grant to the person, identified below ("my Proxy Holder") my revocable Proxy as a Member of the Brighton Estates Residential Association, Inc. (the "Association"), at the Transition Meeting of the Association scheduled for **January 25th, 2024** or as such meeting may be rescheduled, adjourned, or recessed and reconvened. The undersigned appoints:

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 **This proxy is to be used for quorum purposes only.**

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

#### Sign and Date

For this Proxy to be valid it must be signed and dated.

\_\_\_\_\_  
Owner's Name (Printed)

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Owner's Property Address

\_\_\_\_\_  
Date

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. This form may be mailed or e-mailed. Please see the information below.

**The deadline to return the proxy is Thursday, January 25th, 2024.**

Legacy Southwest Property Management, LP  
8668 John Hickman Pkwy., Ste. 801, Frisco, TX 75034  
Phone: 214-705-1615 Email: vonnye@legacysouthwestpm.com

# Brighton Estates Residential Community, Inc.

## Candidate Questionnaire

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Introduce yourself; include business, Homeowner Association experience and number of years as a member of Brighton Estates Residential Association, Inc.

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Reason(s) for running for the Board of Directors. Include all neighborhood interests and goals that you would like to see accomplished for the Association.

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Areas that you think can be improved upon with the Association and Board of Directors

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What areas could you make the greatest contribution: Architectural, financial, legal, maintenance, social, etc.

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Do you have any commitments that will deter you from serving on the Board of Directors? (Travel, employment, other meetings) \_\_\_\_\_

By submitting this form and signing below, I acknowledge that I accept those responsibilities as described in the Governing Documents of the Association if elected. I am also aware that the information provided on this questionnaire will be published in the 2022 Transition Meeting PowerPoint.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

**Please return this form via email to [vonnyc@Legacysouthwestpm.com](mailto:vonnyc@Legacysouthwestpm.com) or by mail to 8668 John Hickman Parkway, Ste. 801 Frisco, Texas 75034 by Noon on January 25th, 2024.**