

# Southwind Meadows Community Association, Inc.

## NOTICE OF 2024 ANNUAL MEETING

Monday March 20, 2024

6:00 P.M.

Dear Southwind Meadows Homeowner,

You are hereby given notice of, and requested to attend, the 2024 Annual Homeowners Meeting. The meeting is scheduled for Wednesday, March 20, 2024, at 6:00 p.m. via GoToMeeting. **The purpose of this meeting is to conduct normal business of the Association, elect three (3) members to the Board of Directors, and present information on current affairs of the Association, including a financial overview.**

### Southwind Meadows Reconvened Annual Meeting

Mar 20, 2024, 6:00 – 7:00 PM (America/Chicago)

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

<https://meet.goto.com/853011709>

**You can also dial in using your phone.**

Access Code: 853-011-709

United States: [+1 \(872\) 240-3412](tel:+18722403412)

The Bylaws state that to hold a meeting and conduct business of the Association, there must be a quorum present. **The quorum required to hold a meeting is ten percent (10%) of 144 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.

A proxy is a written instrument, signed by the member, which duly appoints the member's voting rights and attendance. **Please take a moment to sign and return the enclosed proxy, even if you plan to attend, as unforeseen circumstances can occur. The deadline to return the proxy is Wednesday, March, 20, 2024, by Noon.** Mail the proxy to Legacy Southwest PM at 8668 John Hickman Pkwy, Suite 801, Frisco, Texas 75034, or email it to [heather@legacysouthwestpm.com](mailto:heather@legacysouthwestpm.com). Your attendance or proxy will help fulfill the quorum requirements.

Regards,

Heather Smith  
Community Association Manager



Legacy Southwest Property Management, LLC  
8668 John Hickman Pkwy., Ste. 801, Frisco, TX  
Phone: 214-705-1615 Email: [heather@legacysouthwestpm.com](mailto:heather@legacysouthwestpm.com)  
[www.southwindmeadowshoa.com](http://www.southwindmeadowshoa.com)

# Southwind Meadows Community Association, Inc.

## *AGENDA*

### 2024 ANNUAL MEETING

- I. Call Meeting to Order
  - a. Establish Quorum
  - b. Proof of Notice
  - c. Introductions
- II. 2023 Financial Recap
- III. Nominations and Elections
- IV. Community Update
- V. Adjournment
- VI. Questions & Answers



# Southwind Meadows Community Association, Inc.

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

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 Southwind Meadows Community Association, Inc. (the “Association”), at the Annual Meeting of the Association scheduled for March 20, 2024 or as such meeting may be rescheduled, adjourned, or recessed and reconvened. The undersigned appoints:

- Quorum purposes only
- \_\_\_\_\_ [a member (owner) of the Association]

As the proxy holder of the undersigned, with power of substitution to vote and otherwise represent all of the membership interest of the undersigned at the Annual Meeting of the members of the Association, Inc.

**Sign and Date**

In order for this Proxy to be valid it must be signed and dated.

Executed this Date (specify date): \_\_\_\_\_

\_\_\_\_\_  
Your Signature-Owner/Member

\_\_\_\_\_  
Your Printed Name-Owner/Member

\_\_\_\_\_  
Property Address

\_\_\_\_\_  
E-mail Address

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 mail or e-mailed. Please see information below.

**The deadline to return the proxy is Wednesday, March 20, 2024, by Noon**



# Southwind Meadows Community Association, Inc.

## Board of Directors Candidate Questionnaire

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

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

**Please tell us about yourself:** Include business, Spouse, Children, Hobbies etc.

**Please write past experiences/work** that qualifies you for a position on the to serve on to serve on any of the committees listed above.

**Do you have any commitments that will restrict** you from serving on any committee (Travel, employment, other meetings)?

By submitting this form and signing below, I acknowledge that if elected to the Board of Directors I accept those responsibilities as described in the Governing Documents of the Association.

Also, I understand that, by Texas State Law, I will be unable to serve on the ACC committee if I, or any member of my household hold a position on the Board of Directors.

\_\_\_\_\_  
Sign and date

**Please return this form via email [heather@legacysouthwestpm.com](mailto:heather@legacysouthwestpm.com)**



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