

# *Dove Chase Homeowners' Association, Inc.*

## NOTICE OF ANNUAL MEETING Thursday, November 17, 2022 6:30 P.M.

Dear Dove Chase HOA Member,

In accordance with Article 2, Section 2.5 of the Bylaws for Dove Chase Homeowners' Association, Inc., you are hereby given notice that an Annual Meeting of the Members/Transition to Homeowner control is scheduled for **Thursday, November 17, 2022, at 6:30 p.m.**, via Zoom.us.

An election will be held to fill five (5) positions on the Board of Directors for a term of one (1) year. Nominations will not be accepted from the floor. If you are interested in running, please fill out the candidacy form and return to Heather at [heather@legacysouthwestpm.com](mailto:heather@legacysouthwestpm.com).

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

<https://us02web.zoom.us/j/86789748866?pwd=UEppcW9CSStvQ0tWeVNHMk41cDFCQT09>

Meeting ID: 867 8974 8866

Passcode: 591728

Enclosed with this notice you will find a Proxy; in the event you are unable to attend the meeting.

**To conduct the Meeting, a quorum of twenty percent (20% or 28 homes) of members must be present either in person or by proxy. If you are attending by proxy, please complete and return the proxy to [heather@legacysouthwestpm.com](mailto:heather@legacysouthwestpm.com) or complete a proxy on-line via [www.dovechasehoa.com](http://www.dovechasehoa.com) no later than Noon on Wednesday, November 16, 2022.**

The meeting will begin promptly at 6:30 p.m. We look forward to having you join us. If you have any questions, please call Heather Smith at 214-705-1615.

If a quorum is not reached by proxy, the meeting will be moved to a later date.

Regards,

Heather Smith  
Community Manager

# *Dove Chase Homeowners' Association, Inc.*

## **AGENDA**

### **2022 ANNUAL MEETING**

**I. Call to Order**

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

**II. Financial Report**

**III. Transition to Homeowner Control**

**IV. Adjournment**

# *Dove Chase Homeowners' Association, Inc.*

## *PROXY*

### 2022 ANNUAL MEETING

**KNOW ALL MEN BY THESE PRESENTS**, that the undersigned Homeowner in Dove Chase Homeowners' Association, Inc. 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 **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 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 Wednesday, November 16, 2022**

# *Dove Chase Homeowners' Association, Inc.*

## Notice of 2022 Annual Meeting Call for Candidates

October 28, 2022

Dear Dove Chase HOA Member,

In accordance with Section 4 of the Bylaws for the Dove Chase Homeowners Association, Inc. you are hereby given notice that the 2022 Annual Meeting is being scheduled for Thursday, November 17th, 2022. The primary purpose of the Annual Meeting is to elect board members, review 2021 and 2022 business, and discuss future plans for the HOA. The association will be electing five (5) homeowners to the Board of Directors.

It is important that you timely submit your candidacy form should you wish to be considered for a position on the Board of Directors. The Association anticipates posting election results within forty-eight hours of the meeting.

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 November 15, 2022 and will soon thereafter be posted to the website. For those candidates that timely submit a form, your name will be placed on the ballot.

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

Regards,

Legacy Southwest Property Management

# *Dove Chase Homeowners' Association, Inc.*

## *Board Member Candidacy Form* 2022 ANNUAL MEETING

Please fill out this profile form if you are interested in running for the Board of Directors

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Homeowner Name:

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Daytime Phone Number:

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Property Address:

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Evening Phone Number:

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

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

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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 can be published in the 2020 Annual Meeting packet.

Signed: \_\_\_\_\_

Date:

**Please email the form to the address listed below by November 15, 2022.**

Legacy Southwest Property Management, LLC  
8668 John Hickman Pkwy., Ste. 801, Frisco, TX 75034 Phone:  
214.705.1615 Email: [heather@legacysouthwestpm.com](mailto:heather@legacysouthwestpm.com)