

Heritage Place HOA
204 Bagdad St.
Leander, TX 78641

Colby Property Management
204 Bagdad St
Leander, TX 78641

NOTICE OF 2019 ANNUAL MEETING

In accordance with the Bylaws governing the Heritage Place HOA, and at the direction of the Board of Directors, notice is hereby given this date, 1/21/2019, that the Annual Meeting of the Association will be held at the time and place specified herein:

Date:	Tuesday, February 5, 2019
Registration:	6:15 pm
Time of Meeting:	6:30 pm
Place:	Lakeview Baptist Church 7717 Highway 317 Belton, Texas 76513

Important agenda items will be the election of Director(s), reports of officers and review of the previous year's financials.

Enclosed is a **proxy**. If you are unable to attend the meeting in person, please complete the proxy and return it by US mail, email to Manager@ColbyHOA.com, or give your signed proxy to another resident to present at the meeting.

Also enclosed is a nomination form. If you are interested in serving on the Board of Directors, please complete the nomination form and return it with your proxy. Nominations are due no later than 1/30/2019. Our office **WILL** confirm receipt of your nomination by sending you a confirmation of receipt via email; if you do not receive a confirmation of receipt, it is your obligation to contact our office!

If you have any questions regarding the meeting or proxy, please call or email our office at your convenience.

Heritage Place HOA

Annual Meeting
Tuesday, February 5, 2019

Agenda

- * Call meeting to order / Certify quorum
- * Approval of minutes of 2018 Annual Meeting
- * Reports of Officers
- * Director Election
 - 1 Seat Expiring
- * Old and New Business
 - Answer Questions from Residents
- * Announce Director Election Results
- * Adjourn

Immediately following the Annual Meeting, the Board of Directors will hold a Called Meeting to elect Officers

Heritage Place HOA

Annual Meeting
Tuesday, February 5, 2019

Meeting Proxy

I/We _____, being
the owner(s) of _____
(address), do hereby authorize and appoint _____ to be
my/our proxy to represent me/us on the issues to be discussed at the annual homeowners'
meeting of HERITAGE PLACE HOMEOWNERS ASSOCIATION, INC; to be held on
Tuesday, February 5, 2019 at 6:30 pm at the Lakeview Baptist Church, 7717 Highway 317,
Belton, Texas 76513; and to vote on my/our behalf on the issues submitted to vote at this
meeting, or in the event a quorum shall fail to attend, at such time and place as the adjourned
meeting shall be resumed. This proxy shall remain in full force and effect until such time as
the meeting is held with quorum and then adjourned. **If proxy assignment is left blank,
signed proxy is deemed to be assigned to the Board President.**

Signature of Owner

Date

Please sign and return this meeting proxy at your earliest convenience to Heritage Place HOA, c/o Colby Property Management, 204 Bagdad St, Leander, TX 78641. You may also send it by email to Manager@ColbyHOA.com, or give your signed proxy to another resident to present at the meeting.

Heritage Place HOA

Nomination Application for the Board of Directors Election
Annual Meeting
Tuesday, February 5, 2019

I, _____, submit my name
for consideration for the Board of Directors of HERITAGE PLACE HOMEOWNERS
ASSOCIATION, INC.

Signature: _____

Address: _____

Telephone: _____

Email: _____

Date: _____

Information Regarding Nominee:

Please sign and return this form to Heritage Place HOA, c/o Colby Property Management, 204 Bagdad St, Leander, TX 78641. You may also send it by email to Manager@ColbyHOA.com. Deadline to submit is 1/30/2019