

Marine Creek Ranch Homeowners Association, Inc. A Texas Non-Profit Corporation

February 19, 2019

Dear Homeowner:

Per the governing documents of the Marine Creek Ranch Homeowners Association, there will be an Annual Meeting of the members on **Monday, March 19th, at 6:30 p.m., Ed Willkie Middle School, 6129 Texas Shiner Dr., Fort Worth, TX 76179.** The meeting will be held for the following purposes:

1. To elect two (2) new Board Members
2. Provide an overview and accomplishments of 2018

Please find the following enclosed:

1. An agenda for the Annual Meeting.
2. A proxy form in the event you are unable to attend.
3. A Board Member Candidate form.

In the event you are unable to attend the meeting, please complete the enclosed proxy form and return it by email to Shelley@Legacysouthwestpm.com.

During the Annual Meeting, the owners will elect two (2) members to the Board. In anticipation of the Annual Meeting, the current Board would like to extend to you the opportunity to nominate either yourself or another owner for election to the Board. Nominations are open to any owner and should be made using the attached Board Member Candidate Profile form. You may return the Board Member Candidate Profile form by following same instructions above for return of the proxy form. **The deadline for receipt of nominations is March 15, 2019.** Please be advised that nominations will also be called for during the Annual Meeting.

If Quorum is not met at the meeting that starts at 6:30, then we will adjourn and reconvene the meeting starting at 6:40 in an attempt to obtain the required, reduced quorum. If quorum is not met at the reconvened is meeting, then such meeting will be adjourned, and a final meeting will be held at 6:50 where quorum will be obtained by those owners who are present in person or by proxy.

Please arrive at the meeting a few minutes early in order to sign in and receive your materials before the meeting starts. The meeting will promptly begin at 6:30 p.m. We look forward to seeing you at the meeting. If you have any questions, please don't hesitate to call me at 214.705.1615

Regards,
Shelley Carstensen
Community Manager, Legacy Southwest Property Management

Marine Creek Ranch Homeowner's Association, Inc.
2019 Annual Meeting Agenda
March 19, 2019

- I. Call to Order**
 - a. Establish Quorum
 - b. Proof of Notice
 - c. Introductions

- II. Approval of Minutes of Last Annual Meeting**

- III. Election of Two (2) Board Members**
 - a. Nominations from the Floor
 - b. Introduction of Candidates
 - c. Voting
 - d. Announcement of Election Results

- IV. 2018 Year-end financial recap**

- V. 2018 Accomplishments**

- VI. Adjournment**

Marine Creek Ranch Homeowners Association 2019 Annual Meeting

Proxy

KNOW ALL MEN BY THESE PRESENTS, that the undersigned Homeowner in Marine Creek Ranch Homeowners Association 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 Holder 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 A Director of the Board who is not running for re-election for both voting and quorum purposes as the Proxy for the Homeowner to act on behalf of Homeowner at the Annual Meeting of members of Marine Creek Ranch Homeowners Association, and at any adjournment of the Annual Meeting or any subsequent meeting called to conduct or complete the Annual Meeting.

The Proxy Holder shall have full power to represent the Homeowner and vote on all issues and motions that are properly presented at the meeting(s) for which this designation of proxy is effective. The Proxy shall have the authority to vote entirely at the discretion of the Proxy.

Option #3 **This proxy is to be used for quorum purposes only and will not be used for their voting privileges.**

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 March 15, 2019

**Marine Creek Ranch Homeowners
Association, Inc.**

Board Member Candidate Questionnaire

Due by March 15, 2019

PLEASE FILL OUT THIS PROFILE FORM IF YOU ARE INTERESTED IN RUNNING FOR THE
BOARD OF DIRECTORS

NAME:	DAYTIME PHONE NUMBER:
ADDRESS:	EVENING PHONE NUMBER:

PLEASE TELL US ABOUT YOURSELF:
(SPOUSE, KIDS, HOBBIES/INTEREST, ETC.)

PLEASE WRITE PAST EXPERIENCES/WORK THAT QUALIFIES YOU FOR A POSITION ON THE
BOARD OF DIRECTORS:

WHAT WOULD YOU LIKE TO DO FOR THE ASSOCIATION?

Please mail this form to the address below or email to **Shelley@Legacysouthwestpm.com**