

# *Heritage Trails Homeowners Association, Inc.*

NOTICE OF 2024  
ANNUAL MEETING  
Monday, October 7, 2024  
6:30 P.M.

September 18, 2024

Dear Heritage Trails Homeowner,

In accordance with Article 2, Section 2.4 of the Bylaws for Heritage Trails Homeowners Association, Inc., you are hereby given notice of, and requested to attend, the **2024 Annual Meeting** of the homeowners. The meeting is scheduled for **Monday, October 7, 2024, at 6:30 p.m. via [www.gotomeeting.com](http://www.gotomeeting.com).**

**Heritage Trails Annual Meeting  
Oct. 7, 2024, 6:30 P.M. – 8:30 P.M.**

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

**<https://meet.goto.com/951919685> You can also dial in using your phone. Access Code: 951-919-685 United States: [+1 \(224\) 501-3412](tel:+12245013412). Get the app now and be ready when your first meeting starts: <https://meet.goto.com/install>**

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 Friday, October 4, 2024, by 5:00 P.M.** Please email your proxy to [Ryan@legacysouthwestpm.com](mailto:Ryan@legacysouthwestpm.com). Your attendance, or proxy, will help fulfill the quorum requirements. The quorum required to hold a reconvened meeting is ten percent (10%) of all lot 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.

An election will be held for Two (2) positions on the Board of Directors. If you are interested in running, please complete the Candidacy Form and email it to association manager [Ryan@legacysouthwestpm.com](mailto:Ryan@legacysouthwestpm.com), by 5:00 P.M. Thursday, October 3, 2024.

Regards,

Ryan Smith, Director of Association Management

# *Heritage Trails Homeowners Association, Inc.*

## AGENDA

### 2024 ANNUAL MEETING

- I. Call Meeting to Order
  - i. Establish Quorum
  - ii. Proof of Notice
  - iii. Introductions
- II. 2023 Financial Recap
- III. 2024 Financials To Date
- IV. 2025 Budget Discussion / Ratification
- V. Board Candidate Introductions
- VI. Election
- VII. Land Dedication
- VIII. Management Company
- IX. Adjournment
- X. Questions & Answers

# *Heritage Trails Homeowners Association, Inc.*

## *Board Member Candidate Questionnaire*

### 2024 ANNUAL MEETING

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

\_\_\_\_\_  
Homeowner Name:

\_\_\_\_\_  
Phone Number:

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

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

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

\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_

What would you like to do for the association?

\_\_\_\_\_  
\_\_\_\_\_

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 will be published in the Meeting packet.

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

Date: \_\_\_\_\_

Please email the form to [Ryan@Legacysouthwestpm.com](mailto:Ryan@Legacysouthwestpm.com) by Thursday, October 3, 2024.