

# *Liberty Townhomes Association, Inc.*

NOTICE OF ANNUAL MEETING  
Wednesday, December 11, 2024  
6:00 P.M.

Dear Liberty Townhome HOA Member,

In accordance with Article 3, Section 4 of the Bylaws for Liberty Townhomes Association, Inc., you are hereby given notice that an Annual Meeting of the Member is scheduled for **Wednesday, December 11, 2024, at 6:00p.m.**

An election will be held to fill two (2) positions on the Board of Directors. 1 position for a term of two (2) years to the individual receiving the greatest number of votes. 1 position for a term of one (1) year receiving the second greatest number of votes.

Nominations will not be accepted from the floor. If you are interested in running, please fill out the candidacy form and return to Lindsay at [Lindsay@legacysouthwestpm.com](mailto:Lindsay@legacysouthwestpm.com) Please join my meeting from your computer, tablet or smartphone.

## **Liberty Townhome Annual Reconvene**

Dec 11, 2024, 6:00 – 6:30 PM (America/Chicago)

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

<https://meet.goto.com/940037205>

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

Access Code: 940-037-205

United States: [+1 \(408\) 650-3123](tel:+14086503123)

**Get the app now and be ready when your first meeting starts:**

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

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 25% (or 10 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 [Lindsay@legacysouthwestpm.com](mailto:Lindsay@legacysouthwestpm.com) or complete a proxy on-line via [www.libertytoa.com](http://www.libertytoa.com) no later than Noon on Tuesday, December 10, 2024** The meeting will begin promptly at 6:00 p.m. We look forward to having you join us. If you have any questions, please call Lindsay Gilliland at 214-705-1615.

# *Liberty Townhomes Association, Inc.*

## *AGENDA*

### 2024 MEETING

#### **I. Call to Order**

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

#### **II. Election of Board Member(s)**

- a. Introduction of Candidate
- b. Voting instructions

#### **III. Financials**

- a. 2023 Financials
- b. 2024 Year to Date Financials
- c. 2025 Approved Budget

#### **IV. Adjournment**

- V. Q&A -** Time will be limited to 3 minutes per homeowner to allow all homeowners the opportunity to ask questions.

**\*Voting results will be posted on the Website within 72 hours of the Meeting. \***

# *Liberty Townhomes Association, Inc.*

## *PROXY*

**KNOW ALL MEN BY THESE PRESENTS**, that the undersigned Homeowner in Liberty Townhomes 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

**Please return this proxy by Tuesday December 10, 2024**

**This Proxy will be valid for 90 days.**

# *Liberty Townhomes Association, Inc.*

## *Board Member Candidacy Form* 2024 ANNUAL MEETING

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

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

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

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

\_\_\_\_\_  
\_\_\_\_\_  
Do you have any commitments that will restrict you from serving on the Board of Directors? (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 annual Meeting packet.

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

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

**Please mail or email the form to the address listed below by Tuesday, 12/11//24 12:00 p.m..**