

Great Oaks Townhomes HOA  
205 Paloma Dr  
Temple, TX 76502

Colby Property Management  
205 Paloma Dr  
Temple, TX 76502

#### NOTICE OF 2021 TRANSITION ELECTION MEETING

In accordance with the Bylaws governing the Great Oaks Townhomes, and at the direction of the Board of Directors, notice is hereby given this date, 8/13/2021, that the Transition Election Meeting of the Association will be held at the time and place specified herein:

Date: Tuesday, August 31, 2021

Time of Meeting: 6:00 pm

Place: Brushy Creek Cafe  
601 Conservation Dr  
Austin, TX 78717

Important agenda items will be the election of Director(s), reports of officers and review of the previous year 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](mailto: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 8/25/2021. 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.

## Great Oaks Townhomes

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Transition Election Meeting  
Tuesday, August 31, 2021  
6:00 pm

### Agenda

- \* Call meeting to order / Certify Quorum
- \* Financial Report / Reports of Officers  
no questions are taken during the Reports
- \* Director Election (3 seats)  
Staggered terms of 1, 2, and 3 years
- \* New Business  
Questions on topics not covered in existing  
HOA materials (see website)
- \* Announce Director Election Results
- \* Adjourn (no later than 7pm)

*Immediately following the Transition Election Meeting, the Board of Directors will hold a Called Meeting to elect Officers*

Great Oaks Townhomes

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Transition Election Meeting  
Tuesday, August 31, 2021

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 Transition Election  
homeowners' meeting of GREAT OAKS AT BRUSHY CREEK TOWNHOMES; to be held  
on Tuesday, August 31, 2021 at 6:00 pm at the Brushy Creek Cafe, 601 Conservation Dr,  
Austin, TX 78717; 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.**

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Signature of Owner

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Date

Please sign and return this meeting proxy at your earliest convenience to Great Oaks Townhomes, c/o Colby  
Property Management, 205 Paloma Dr, Temple, TX 76502. You may also send it by email to  
[Manager@ColbyHOA.com](mailto:Manager@ColbyHOA.com), or give your signed proxy to another resident to present at the meeting.

Great Oaks Townhomes

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Nomination Application for the Board of Directors Election  
Transition Election Meeting  
Tuesday, August 31, 2021

I, \_\_\_\_\_, submit my name  
for consideration for the Board of Directors of GREAT OAKS AT BRUSHY CREEK  
TOWNHOMES.

Signature: \_\_\_\_\_

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

Telephone: \_\_\_\_\_

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

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

Information Regarding Nominee:

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

Please sign and return this form to Great Oaks Townhomes, c/o Colby Property Management, 205 Paloma Dr, Temple, TX 76502. You may also send it by email to [Manager@ColbyHOA.com](mailto:Manager@ColbyHOA.com). Deadline to submit is 8/25/2021