

**2022 ANNUAL MEETING OF MEMBERS
INFORMATIONAL PACKET**



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Candidate biographies and proxy form
can be found on the association website
www.lakewoodforestfund.com
under "Board of Trustees" page

NOTICE OF 2022 ANNUAL MEETING OF MEMBERS

Notice is hereby given that the Annual Meeting of Members of Lakewood Forest Fund, Inc. will be held at the time and place listed below.

Date: Monday, February 28th

Time: 7:00-8:00 PM

Place: Via Zoom video conference *

Meeting ID: 490 416 5823 Passcode: 8Pk2mk

* Residents may attend via zoom meeting only.

The Annual Meeting is an event which allows Board Members and homeowners of the community to gather and discuss important issues concerning the neighborhood. This is your opportunity to become involved in your community and have your voice heard regarding items such as expenditure of funds, election of board members and provide input on issues that you would like to see addressed in order, to maintain the integrity of our neighborhood.

Quorum Requirements

In order, for the Association to conduct official business, a quorum of 5%, which is 131 lot owners, must be present at the meeting, either in person, by proxy or by electronic ballot. If such quorum shall not be present or represented at the meeting, the Members entitled to vote thereat shall have the power to reconvene the meeting and the presence, either in person, by proxy or electronic ballot, at the reconvened meeting of the Members entitled to cast at least 3% of the votes shall constitute a quorum. The proxies and electronic ballots from the initial meeting can be used at any reconvened meeting.

Election of Trustees

Seven (7) Trustees manage the affairs of the Fund and each Trustee is elected for a term of two (2) years. Out of seven (7) positions, three (3) positions will be expiring at the 2022 Annual Meeting, therefore, an election will be held to fill these seats. Individuals listed on the electronic ballot and proxy expressed their interest to serve as a Trustee in accordance with the candidate solicitation notice sent out with the annual billing statement, posted in the HOA e-News and association website. The Association will also accept nominations from the floor at the Annual Meeting. Candidate biographies are included on the electronic ballot and may also be viewed on the association website, www.lakewoodforestfund.com

Voting Options

Only (1) owner per lot is entitled to cast a vote through ONLY one of the following (2) options listed below. In order for the vote to be valid, the person voting must be an owner of the lot; the Fund Office verifies this information through the Harris County Appraisal District.

Option 1: By electronic ballot in accordance with 209.00592 of the Texas Property Code

- Once the voting site goes live, an email will be sent from a third party (VOTE*HOA*NOW) (email address is lakewoodforestfund@ivotehoa.com) asking members to vote; the message will include a unique registration code and the voting site link <https://lakewoodforestfund.ivotehoa.com/register> or use the QR code provided



Electronic voting opens at 12:00 AM PT, Monday, February 14th
Electronic voting ends at 12:00 AM PT, Tuesday, March 1st

- Owner(s) who have not registered their emails with the Association, will not receive this email. However, they may still vote electronically by emailing the Fund Office requesting their unique registration code and then clicking on the registration link which will be located on the Association website. Email: hoa@lakewoodforestfund.com to request your unique registration code.

Option 2: By proxy; the proxy form may be submitted via any of the options listed below no later than 12:00 AM PT, Tuesday, March 1st.

- a. Via email to hoa@lakewoodforestfund.com
 - b. Via mail or delivery to Fund Office, 12415 Louetta Rd, Cypress, TX 77429
- Note: if hand delivered; proxy should be dropped through mail slot on front door of building

Survey

The Fund Office often receives complaints regarding speeding throughout the subdivision especially in high traffic areas. As such, the board of trustees is surveying residents to determine how many are interested in signing a petition requesting Harris County Commissioners Court to declare a lower speed limit below 30 mph, but not less than 20 mph, within Lakewood Forest subdivision. If approved, Harris County Precinct 4 indicated the speed limit would be lowered on all streets within the residential area, and it would be determined by their road engineer if it would be possible to lower the speed limit to 20 mph on the main thoroughfares such as Cypresswood upon approval of the petition. Please indicate your desire by responding to the question below.

Question for survey purposes only; this is not an official vote

Would you be interested in signing a petition to request that Harris County Commissioners Court lower the speed limit below 30 mph, but not less than 20 mph within Lakewood Forest subdivision as permitted by section 545.355 of the Texas Transportation Code? (listed on electronic ballot and proxy)

- Yes
- No

LAKWOOD FOREST FUND, INC.
AGENDA OF 2022 ANNUAL MEETING OF MEMBERS

Monday, February 28th
via ZOOM video conference
Meeting ID: 490 416 5823 Passcode: 8Pk2mk

1. Establishment of Quorum and Call to Order
2. Introduction of Board of Trustees
3. Constable Report
4. Review of Prior Year Minutes
5. Year in Review
6. Nomination and Election of Trustees
 - a. Nominations from the floor
 - b. Introduction of candidates
 - c. Casting of proxy
To allow for nominations from the floor; electronic ballot and proxy may be cast until 12:00 AM PT, Tuesday, March 1st
7. Review of survey question regarding lowering speed limit in subdivision
8. Treasurers Report
 - a. 2021 Financial Review
 - b. 2022 Budget Review
9. Open Forum
During open forum, individuals may not address the board in respects to private collection or deed restriction matters or complaints regarding Fund personnel. Private hearings are held every month in Executive Session to address these issues. A hearing can be scheduled by contacting the Fund Office.
10. Election Results
Note: Election results will not be announced until each vote has been certified which entails verifying that each individual who voted is a legitimate voter and that only (1) vote per household was submitted. Fund Office staff will be responsible for the verification process and tabulation of all votes. Official election results will be posted via the following avenues:
 - On the association website, www.lakewoodforestfund.com
 - Through association email distribution for those individuals who are subscribed to receive the electronic newsletter
11. Adjournment