

KEEGANS GLEN Homeowners Association, Inc.

Dear Homeowner,

The Annual Meeting for the Keegans Glen Homeowners Association, Inc. will be held on Tuesday, December 5, 2023. The meeting will be held online via zoom online via Zoom at 7 p.m. and is open to all Keegans Glen Residents. Please contact the clubhouse office staff from 10 a.m. – 2 p.m. at 281-561-6215 or via email and provide your contact information by December 5, 2023 so that we may send you the zoom link to attend the online meeting.

It is imperative that all homeowners be represented at the meeting either in person or by proxy. Please complete the proxy that was enclosed in your newsletter and return it by mail to Keegans Glen H.O.A. PO Box 720744 Houston TX 77272, fax 281-561-6224, email [chayes\\_kgbilling@sbcglobal.net](mailto:chayes_kgbilling@sbcglobal.net) or fax it to 281-561-6224. Proxies should be mailed in time to reach our office no later than Monday, December 4, 2023. By sending your proxy in advance, you will be assured a voice in the event something unforeseen prevents your attendance.

A total of seven (7) positions for a year term will be available for election. Denise Baldwin, Gail Hunter, Marja Sealey, Dora Miller, and Helen Osborne, are running for re-election.

The agenda for the meeting will be as follows:

- (A) Roll Call and Certifying of Proxies
- (B) Proof of Notice of Meeting or Waiver of Notice
- (C) Reading of Minutes of Proceeding Meeting
- (D) Reports of Officers
- (E) Election of Directors
- (F) Old Business
- (G) New Business
- (H) Adjournment

In the event that a quorum of members is not present at the annual meeting, that meeting shall immediately be adjourned and a Special Election meeting of the members called for the sole purposes of electing directors.

The agenda for the “Special Election” will be as follows:

- (A) Election of Directors
- (B) Adjournment

If you should have any questions regarding this matter, please contact me.

Respectfully,

Keegans Glen Homeowners Association, Inc.