

KEEGANS GLEN Homeowners Association, Inc.

Dear Homeowner,

The Annual Meeting for the Keegans Glen Homeowners Association, Inc. will be held on Monday, June 23, 2025 at 7 p.m. at the clubhouse located at 10305 S. Kirkwood Rd. Houston, TX 77099.

It is imperative that all homeowners be represented at the meeting either in person or by proxy. Please complete the proxy and return it by mail, email, or text a photo of it. To return the proxy by mail, you may send it to Keegans Glen H.O.A., PO Box 720744 Houston TX 77272, text a photo of the proxy to the Association's text line at 713-331-1041, or via email at chayes_kgbilling@sbcglobal.net. Proxies should be mailed/sent in time to reach our office no later than Monday, June 23, 2025. Your attendance at the meeting will automatically void any proxy on record. A total of seven (7) positions for a year term will be available for election. Denise Baldwin, Helen Osborne, and Dora Miller, are running for re-election.

The agenda for the meeting will be as follows:

- (A) Introduction of Board Members
- (B) Certifying of Proxies/Verification of Quorum
- (C) Proof of Notice of Meeting or Waiver of Notice
- (D) Reading of Minutes of Proceeding Meeting
- (E) Election of Directors
- (F) Reports of Officers
- (G) Old Business
- (H) New Business
- (I) 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

If you should have any questions regarding this matter, please contact our contract management service by calling 281-561-6215.

Respectfully,

Contract Management
Keegans Glen Homeowners Association, Inc.

SUGGESTIONS/CONCERNS/COMMENTS/REQUEST(S) FORM

Below, please briefly summarize any/all suggestions/concerns/comments/request(s) that you feel are necessary to inform the KGHOA BOD of:

Owner(s) Printed Name

Date: _____

Property Address of Owner(s)

Signature of Owner(s)

Contact E-mail address of Owner/Resident

Contact Phone Number of Owner/Resident

✓ PLEASE CHECK ONE OPTION BELOW:

- ✓ () KGHOA RESPONSE REQUESTED - Responses may be addressed via regular U.S. Mail, phone or in the form of an email.
- ✓ () NO, I'M NOT REQUESTING A RESPONSE - Other than review by the BOD, no further action is/will be taken upon receipt of this form, however, this information will remain on file with KGHOA, unless otherwise requested herein)

Note: If you indicated above that you are requesting a response from KGHOA, we will respond within 30 days from the date of receipt of this form.

Return this form via:

- In person if you are attending the Annual Meeting of Homeowners and/or a KGHOA open Board of Directors meeting or;
- U.S. Mail to KGHOA P.O. Box 720744, Houston, TX 77272 or;
- text a photo of it (completed) to (713)-331-1041 or;
- E-mail: chayes_kgbilling@sbcglobal.net