

Berry Creek HOA  
204 Bagdad St.  
Leander, TX 78641

Colby Property Management  
204 Bagdad St  
Leander, TX 78641

#### NOTICE OF 2019 ANNUAL MEETING

In accordance with the Bylaws governing the Berry Creek HOA, and at the direction of the Board of Directors, notice is hereby given this date, 4/17/2019, that the Annual Meeting of the Association will be held at the time and place specified herein:

Date:	Tuesday, May 7, 2019
Time of Meeting:	6:30 pm
Place:	Grace Bible Church 2100 Shell Road Georgetown, TX 78628

Important agenda items will be the election of Director(s), reports of officers and review of the previous year's 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 5/1/2019. 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.

## Berry Creek HOA

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Annual Meeting  
Tuesday, May 7, 2019

### Agenda

- \* Call meeting to order / Certify quorum
- \* Approval of minutes of 2018 Annual Meeting
- \* Reports of Officers
- \* Director Election
  - 1 Seat Expiring
- \* Old and New Business
  - Answer Questions from Residents
- \* Announce Director Election Results
- \* Adjourn

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

Berry Creek HOA

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Annual Meeting  
Tuesday, May 7, 2019

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 annual homeowners'  
meeting of BERRY CREEK (AUSTIN) HOMEOWNERS ASSOCIATION, INC; to be held  
on Tuesday, May 7, 2019 at 6:30 pm at the Grace Bible Church , 2100 Shell Road,  
Georgetown, TX 78628; 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.**

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

Please sign and return this meeting proxy at your earliest convenience to Berry Creek HOA, c/o Colby  
Property Management, 204 Bagdad St, Leander, TX 78641. 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.

Berry Creek HOA

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Nomination Application for the Board of Directors Election  
Annual Meeting  
Tuesday, May 7, 2019

I, \_\_\_\_\_, submit my name  
for consideration for the Board of Directors of BERRY CREEK (AUSTIN)  
HOMEOWNERS ASSOCIATION, INC.

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

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

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

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

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

Information Regarding Nominee:

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

Please sign and return this form to Berry Creek HOA, c/o Colby Property Management, 204 Bagdad St, Leander, TX 78641. You may also send it by email to [Manager@ColbyHOA.com](mailto:Manager@ColbyHOA.com). Deadline to submit is 5/1/2019