

Cross Oak Ranch Homeowners Association, Inc.
A Texas Non-profit Corporation

July 20, 2017

Dear Homeowner,

Per request of homeowners (according to Article IV. Section 2 of the By-laws of the Cross Oak Ranch Homeowners Association, Inc.) a Special Meeting of the Members has been scheduled for **Thursday, August 17, 2017, at 7:00 p.m., at 4725 FM 720 West, Aubrey, TX 76227.**

Whereas, a signed petition was submitted that included signatures representing more than ten percent of the membership. This signed petition calls for a Special Meeting to remove one or more board members from the Cross Oak Ranch Homeowners Association, Inc.

Whereas, Texas Business Code 22.155, Texas Property Code 82.108(a), and Article IV. Section 2 of the Bylaws of Cross Oak Ranch Homeowners Association, Inc.; A special Membership Meeting may be called by member/homeowners having not less than one-tenth of the votes or members.

Whereas, the total number of members with the Cross Oak Ranch Homeowners Association equals nineteen hundred and eighty eight (1988).

Whereas, one-tenth (10%) of the membership equals one hundred and ninety-nine (199).

Whereas, on July 11, 2017 a signed petition signed by more than 10 percent (10%) of members calling for a special meeting for the removal of one or more board members was submitted to the Managing Agent.

Whereas, Article V. Section 3 Removal of the Bylaws of Cross Oak Ranch Homeowners Association; Any Director may be removed from the Board, with or without cause, by a majority vote of the Members of the Association. In the event of death, resignation or **removal of a director**, his successors **shall be selected by the remaining members of the Board** and shall serve for the unexpired term of his predecessor. A majority means 51% of 1988 or 995 members voting "YES".

Whereas, the managing agent has a contractual obligation to the association and its members to uphold the association's bylaws and the Texas Property Code by enacting this request.

The meeting will be held for the following purposes:

1. To vote to remove existing HOA Board Members
2. To fill vacancies of board if the homeowner petition to remove board members passes

Please find the following enclosed:

1. Agenda for the Special Meeting
2. Voting Instructions, Proxy, and Absentee Ballot

A quorum of ten-percent (10%) of Cross Oak Ranch Homeowners Association must be present in order for business of the Association to occur. If you are unable to attend, please complete and return a proxy form. The proxy submission deadline is August 15th, 2017 at 5 p.m. You can assign your proxy to someone else or vote via absentee ballot.

Sincerely,

Kiiler Stephens – Community Manager

Spectrum Association Management, L.P.
12750 Merit Dr. Ste. #1424
Dallas, TX 75251

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SPECIAL MEETING AGENDA

Thursday, August 17, 2017 at 7:00 p.m.

4725 FM 720 West Aubrey, TX 76227

1. **Call to Order – 7:00 p.m.**
 - a. **Determination of Quorum (10% or 199 members)**
 - b. **Proof of Notice**
2. **Execution of Petition**
 - a. **To vote to remove existing HOA Board Members**
 - b. **Fill Vacancy of Board per Association's Bylaws and TX209**
3. **Adjournment**

No motions will be taken from the floor at this meeting.

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VOTING METHODS

If you cannot attend the meeting in person, you are allowed to vote via proxy or absentee ballot through one of the following means:

Vote for Board Removal

Absentee Ballot – Must be submitted by August 15, 2017 before 5 p.m.

- Email completed Absentee Ballot to contact@spectrumam.com
- Mail completed Absentee Ballot to 12750 Merit Dr. Ste. 1424 Dallas, TX 75251
- Drop off completed Absentee Ballot at the Community Centers' Office at 9009 Cross Oak Ranch Blvd., Aubrey, TX 76227

Online Voting – Open July 24 through August 17 at 5 p.m.

1. Follow the instructions for voting online by following this link -
<https://crossoakranchhoa.ivotehoa.com>

Vote in Person

1. Attend the meeting Thursday, August 17, 2017 at 7:00 p.m.
4725 FM 720 West Aubrey, TX 76227

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SPECIAL MEETING PROXY

KNOW ALL MEN BY THESE PRESENTS, that the undersigned Homeowner in Cross Oak Ranch Homeowners Association, Inc. does hereby constitute, authorize, and appoint (please check one of the options below):

Option #1: _____ (state name of someone who will attend the meeting and vote on your behalf.)

By this designation of proxy, the Proxy may attend and represent the Homeowner with full power to vote and act for the Homeowner in the same manner, to the extent and with the same effect as if the Homeowner were personally present.

Option #2: **This proxy is to be used for quorum purposes only.**

Unless sooner terminated, this voting instrument shall terminate automatically upon the final adjournment of the Special Meeting for which it is given.

EXECUTED this _____ day of _____, 2017.

Owner's Name (printed)

Owner's signature

Owner's Property Address

*The deadline to return the proxy is **Tuesday, August 15, 2017 by 5pm.***

Please return this form to Spectrum Association Management by:

Email: contact@spectrumam.com

Mail: 12750 Merit Dr. Ste. 1424 Dallas, TX 75251

Drop Off: Community's Office at 9009 Cross Oak Ranch Blvd., Aubrey, TX 76227

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ABSENTEE BALLOT

Please vote to KEEP OR REMOVE each Member of the Board of Directors for the Cross Oak Ranch Homeowners Association, Inc.

<u>Name</u>	<u>Vote to Keep on Board</u>	<u>Vote to Remove from Board</u>
James Bryant	Keep <input type="checkbox"/>	Remove <input type="checkbox"/>
Amy Grissom	Keep <input type="checkbox"/>	Remove <input type="checkbox"/>
Christina McCafferty	Keep <input type="checkbox"/>	Remove <input type="checkbox"/>

Homeowner Signature _____

Homeowner Address _____

Homeowner Printed Name _____

Ballots without a signature will not count towards the final tally.

*The deadline to return this ballot is **Tuesday, August 15, 2017 by 5pm.***

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