

# *Highbridge Homeowners Association, Inc.*

NOTICE OF 2023 ANNUAL MEETING  
Wednesday, December 20, 2023  
6:30 P.M.

Dear Highbridge Homeowner,

In accordance with Article 3, Section 3.5 of the Bylaws for Highbridge Homeowners Association, Inc., you are hereby given notice of, and requested to attend, the **2023 Annual Homeowners Meeting**. The meeting is scheduled for **December 20, 2023, at 6:30 p.m. via Go To Meeting**

**Please join my meeting from your computer, tablet or smartphone.**

<https://meet.goto.com/117080549>

**You can also dial in using your phone.**

Access Code: 117-080-549

United States: [+1 \(646\) 749-3122](tel:+16467493122)

The Bylaws state that to hold a meeting and conduct business of the Association, there must be a quorum present. **The quorum required to hold a meeting is ten percent (10%) of all lot owners.** If the quorum for the annual meeting is not met, the Association will not be able to conduct any Association business, and will incur additional expenses to recall, reschedule and re-notice.

A proxy is a written instrument, signed by the member, which duly appoints the member's voting rights and attendance. **Please take a moment to sign and return the enclosed proxy, even if you plan to attend, as unforeseen circumstances can occur. The deadline to return the proxy is Wednesday, December 20, 2023, by Noon.** Mail the proxy to Legacy Southwest PM at 8668 John Hickman Pkwy, Suite 801, Frisco, Texas 75034, or email it to [ivori@legacysouthwestpm.com](mailto:ivori@legacysouthwestpm.com). Your attendance or proxy will help fulfill the quorum requirements.

If you have any questions or concerns that you would like addressed at the meeting, please fill out the Question or Comments page enclosed and email it back to [ivori@legacysouthwestpm.com](mailto:ivori@legacysouthwestpm.com) no later than Wednesday, December 20, 2023, by Noon.

Regards,  
Highbridge HOA

Legacy Southwest Property Management, LLC  
8668 John Hickman Pkwy., Ste. 801, Frisco, TX 75034  
Phone: 214-705-1615 Email: [ivori@legacysouthwestpm.com](mailto:ivori@legacysouthwestpm.com)  
[www.highbridgehoa.com](http://www.highbridgehoa.com)

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## AGENDA

### 2023 ANNUAL MEETING

- I. Call Meeting to Order
  - a. Establish Quorum
  - b. Proof of Notice
  - c. Introductions
  - d. Approval of Meeting Minutes
- II. Financial Recap
- III. Community Update
- IV. Adjournment
- V. Questions & Answers

# Highbridge Homeowners Association, Inc.

\*\*\*\*\* Important – Do Not Discard \*\*\*\*\*

## 2023 Annual Meeting Proxy

I, the undersigned, being the record Owner of the property identified below, or being the authorized voting representative for the property, hereby revoke any previous proxies and grant to the person, identified below (“my Proxy Holder”) my revocable Proxy as a Member of Highbridge Homeowners Association, Inc. (the “Association”), at the Annual Meeting of the Association scheduled for December 20, 2023 or as such meeting may be rescheduled, adjourned, or recessed and reconvened. The undersigned appoints:

- Quorum purposes only
- \_\_\_\_\_ [a member (owner) of the Association]

As the proxy holder of the undersigned, with power of substitution to vote and otherwise represent all the membership interest of the undersigned at the Annual Meeting of the members of the Association, Inc.

### Sign and Date

In order for this Proxy to be valid it must be signed and dated.

Executed this Date (specify date): \_\_\_\_\_

\_\_\_\_\_  
Your Signature-Owner/Member

\_\_\_\_\_  
Your Printed Name-Owner/Member

\_\_\_\_\_  
Property Address

\_\_\_\_\_  
E-mail Address

Where I am present in person and elect to act on my own behalf at said meeting or with respect to a specific act of the Association, such presence or action will supersede and suspend the effectiveness of this proxy. Where I have given my written proxy to another named person dated later than the date hereof, such subsequent proxy will supersede and suspend the effectiveness of this proxy. This form may be mail or e-mailed. Please see information below.

**The deadline to return the proxy is Wednesday, December 20, 2023, by Noon**

Legacy Southwest Property Management, LLC  
8668 John Hickman Pkwy., Ste. 801, Frisco, TX 75034  
E-mail



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Phone: 214-705-1615 Email: [Ivori@legacysouthwestpm.com](mailto:Ivori@legacysouthwestpm.com)  
[www.highbridgehoa.com](http://www.highbridgehoa.com)