

Highlands at Gristmill HOA
205 Paloma Dr
Temple, TX 76502

Colby Property Management
205 Paloma Dr
Temple, TX 76502

NOTICE OF 2023 ANNUAL MEETING

In accordance with the Bylaws governing the Highlands at Gristmill HOA, and at the direction of the Board of Directors, notice is hereby given this date, 3/13/2023, that the Annual Meeting of the Association will be held at the time and place specified herein:

Date: Thursday, April 13, 2023

Time of Meeting: 6:30 pm

Place: Hays CISD Transportation Training Room A
2385 High Rd
Uhland, TX 78640

Important agenda items will be the election of Director(s), reports of officers and review of the previous year financials. **If quorum is not met at this meeting, the next meeting attempt will be held in 2024.**

Enclosed is a **proxy**. If you are unable to attend the meeting, please complete the proxy and return it by US mail, email to Manager@ColbyHOA.com, or give your signed proxy to another resident.

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 4/7/2023. 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.

Highlands at Gristmill HOA

Annual Meeting
Thursday, April 13, 2023
6:30 pm

Agenda

- * Call Meeting to Order/Certify Quorum
- * Approval of Minutes of 2022 Annual Meeting
- * Financial Reports / Report of Officers
 - No questions are taken during Reports
- * Director Election (2 seats)
 - 2 seats with terms through 2025
- * New Business
 - Questions on topics not covered in existing HOA materials (see website)
- * Announce Director Election Results
- * Adjourn (no later than 7:00pm)

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

Highlands at Gristmill HOA

Annual Meeting
Thursday, April 13, 2023

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 HIGHLANDS AT GRIST MILL RESIDENTIAL COMMUNITY INC; to be held
on Thursday, April 13, 2023 at 6:30 pm at the Hays CISD Transportation Training Room A,
2385 High Rd, Umland, TX 78640; 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 Highlands at Gristmill HOA, c/o Colby Property Management, 205 Paloma Dr, Temple, TX 76502. You may also send it by email to Manager@ColbyHOA.com, or give your signed proxy to another resident to present at the meeting.

Highlands at Gristmill HOA

Nomination Application for the Board of Directors Election
Annual Meeting
Thursday, April 13, 2023

I, _____, submit my name for consideration for the Board of Directors of HIGHLANDS AT GRIST MILL RESIDENTIAL COMMUNITY INC.

Signature: _____

Address: _____

Telephone: _____

Email: _____

Date: _____

Information Regarding Nominee:

Please sign and return this form to Highlands at Gristmill HOA, c/o Colby Property Management, 205 Paloma Dr, Temple, TX 76502. You may also send it by email to Manager@ColbyHOA.com. Deadline to submit is 4/7/2023