



**NOTICE OF 2025 ANNUAL MEETING**  
**Tuesday, March 11<sup>th</sup>, 2025**  
**6:30 P.M.**

Dear Springfield Lakes HOA Member,

In accordance with Article 4, Section 4.05 of the Bylaws for Springfield Lakes Homeowners Association, Inc., you are hereby notified that the 2025 Annual Meeting of the Members will be held on Tuesday, March 11, 2025, at 6:30 p.m. at the Waxahachie Civic Center, 2000 Civic Center Ln, Waxahachie, TX 75165.

An election will be held to fill three (3) positions on the Board of Directors for a two (2) year term. Nominations will not be accepted from the floor. If you are interested in running, please submit the candidacy form by Friday, March 7, 2025, at 12:00 p.m. to Reid Vitek at [Reid@legacysouthwestpm.com](mailto:Reid@legacysouthwestpm.com).

The vote will take place during the meeting. There will be no online voting option.

To conduct the meeting, a quorum of 20% or twenty-one (21) homes must be met through in-person attendance or proxy submissions. If a quorum is not met by 6:30 p.m., the meeting will be held at 6:45 p.m. with a reduced quorum requirement of 10% or eleven (11) homes.

If you are unable to attend, please complete the enclosed proxy form and submit it to [Reid@legacysouthwestpm.com](mailto:Reid@legacysouthwestpm.com) by Tuesday, March 11, 2025, at 12:00 p.m.

If you have any questions, please contact Reid Vitek at 214-705-1615 or [Reid@legacysouthwestpm.com](mailto:Reid@legacysouthwestpm.com).

We look forward to your participation.

Regards,

Reid Vitek  
Community Manager



# AGENDA

## 2025 ANNUAL MEETING

- Call to Order
- Meeting Rules/Introduction
- Approval Prior Meeting Minutes
- Financial Review
- Candidate introduction
- Election Procedure
- Adjournment



# PROXY

## 2025 ANNUAL MEETING

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

Option #1 \_\_\_\_\_ (name) (someone who will attend the meeting on your behalf)

By this designation of proxy, the Proxy may attend and represent the Homeowner with the 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 Annual Meeting for which it is given.

\_\_\_\_\_  
Owner's Name (Printed)

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

\_\_\_\_\_  
Owner's Property Address

\_\_\_\_\_  
Date

**The deadline to return the proxy is Noon, Tuesday March 11<sup>th</sup>, 2025 to  
[Reid@legacysouthwestpm.com](mailto:Reid@legacysouthwestpm.com)**

Legacy Southwest Property Management, LP  
8668 John Hickman Pkwy., Ste. 801, Frisco, TX 75034  
Phone: 214-705-1615 Email: [Reid@legacysouthwestpm.com](mailto:Reid@legacysouthwestpm.com)



# Board Member Candidacy Form

## 2025 ANNUAL MEETING

Please fill out this profile form if you are interested in running for the Board of Directors

Homeowner Name: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_

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

Evening Phone Number: \_\_\_\_\_

Please tell us about yourself: (spouse, kids, hobbies / interest, etc.)

Please write past experiences / work that qualifies you for a position on the Board of Directors:

Do you have any commitments that will restrict you from serving on the Board of Directors? (Travel, Employment, other Meetings):

By submitting this form and signing below, I acknowledge that if elected I accept those responsibilities as described in the Governing Documents of the Association. I am also aware that the information provided on this questionnaire can be published in the 2025 Annual Meeting packet.

Signed: \_\_\_\_\_

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

**Please email this form to Reid@legacysouthwestpm.com by 12:00pm on March 7<sup>th</sup>, 2025**

Legacy Southwest Property Management, LP  
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