



FOX RUN CONDOMINIUM HOMEOWNER ASSOCIATION

Equity Real Estate & Company

110 Navarro Suite 200

College Station, Texas 77845

Phone: 979-696-4464 *** FAX: 979-696-0234

Email: hoaequitybcs@gmail.com * Web-site www.equitybcs.com

Fox Run Website www.foxruncondos.net

FROM THE DESK OF MARK DUNN PRESIDENT FOXRUN HOA

SEPTEMBER 25, 2022

Dear Fox Run Homeowners

Re: 2023 - 2024 HOA Annual Meeting

Please mark Saturday November 4, 2023, on your calendar for the Annual Fox Run Homeowners Meeting!

The Association will be electing board members at this meeting. Please fill out the bottom portion of this letter if you are interested in serving on the board. Even if you have previously submitted your name, please fill out the form below. **The Bylaws call for a five-member board of directors.** This is your opportunity to have a direct input on how the community is cared for. I recommend reading the Fox Run Condominium documents, especially the Bylaws, to better understand the responsibilities of the board and terms of the board members. For your convenience a copy of the Fox Run Condominium documents can be found at www.foxruncondos.net

On behalf of the Fox Run Board of Directors

Mark Dunn
President, Fox Run HOA

Thank you for your business. It is our pleasure to work with you.



Fox Run Annual meeting of the Homeowner Association

Dear Members of the Fox Run Condominium Homeowner Association:

The Secretary of the Fox Run Condominium Association hereby calls the annual meeting of the Association to be held

- Date: **Saturday, November 4, 2023**
- Time: **10:00 AM** to **11:00** AM
- Location: Fox Run Pool
- Bad weather location: Equity Real Estate located at 110 Navarro Suite 200 College Station, Texas 77845

The agenda is as follows

- I. Establish a quorum & call the meeting to order (51% of owners required)
- II. Proof of notice of meeting
- III. Reading and approval of 2022 Annual Meeting Minutes
- IV. Financial Review
- V. Operations Review
- VI. Election of Directors, may take nominations from the floor (each candidate will have the opportunity to speak for 2 minutes)
- VII. Open Forum
- VIII. Adjournment

The Board of Directors consists of **5 places** elected every year to a one-year term. The Directors are **unpaid**; the board meets monthly and holds the annual meeting. At a minimum, we must have **at least 51% of the owners present, either in person or via proxy**, to have a quorum and hold the meeting. The meeting will be canceled and rescheduled for a later date if attendance is below 51%.

For your convenience, the proxy may be completed and returned to the office of **Equity Real Estate via mail, fax, or email – hoa@equitybcs.com**.

Thank you for your business. It is our pleasure to work with you.



Proxy Options

If you wish to vote in the election, you have **three options**. Members must be current on their assessments to vote.

- **Option 1: Proxy (Attached).** Assign your proxy to Mark Dunn President, Fox Run Condominium Association, or your designated representative by completing and submitting only the included proxy form.
- **Option 2: Attend the annual meeting in person and submit an official paper ballot.** Even if you plan to attend the meeting please send in your proxy in case you are unable to make it. If you attend, we will return your proxy.
- **Option 3: Fill out and return the proxy google form that was emailed to you.**

DEADLINE: Your official proxy form must be submitted either at the annual meeting or to the office of Equity Real Estate & Company, 110 Navarro Suite 200 College Station, TX 77845 **by Friday, November 3, 2023.**

The FRCOA Condominium Declaration requires that Unit Ownership shall entitle the Owner(s) to cast one (1) vote per Unit in the affairs of the Association. **Voting shall not be split among co-owners of a Unit. Each unit in good standing equals 1 vote.**

- **The Homeowner Association Board of Directors is requesting ... Please make sure you send in your completed proxy, 51% is required to hold the meeting.**

Make sure the proxy is completed and signed!

Thank you for your business. It is our pleasure to work with you.



FOX RUN CONDOMINIUM HOMEOWNER ASSOCIATION PROXY FORM 2023

I (we) _____ being a Member of the Fox Run Condominium Association with _____ **vote(s) (one vote per unit owned)** do not plan on attending the **November 4, 2023** Annual Meeting of the FRCOA and hereby appoint the following to vote on my (our) behalf:

Note: In order to transact business at the annual meeting, we must have a quorum of 51% of eligible members... All assigned proxies for members in good standing will count toward the quorum; the designated representative must be present to cast the proxy vote. If you decide to attend the meeting your proxy will be returned to you at the meeting.

Check box 1 or box 2 **but not both**. If you check box 2, please print the name of the person to whom you are granting your proxy.

- 1. **Mark Dunn** Number of Votes _____ For President, Fox Run Condominium HOA
- or**
- 2. _____ Your designated representative attending the meeting

By granting this proxy, I (we) hereby agree to allow the person listed above to cast all votes on my/our behalf. I understand that the person listed above must vote by paper ballot.

Printed Name of Member Granting Proxy	FR#
Signature of Member Granting Proxy	Unit address number(s)
Mailing address of Member Granting Proxy	Date
Email address of Member Granting Proxy	City, State & Zip Code
	Phone # of Member Granting Proxy

This proxy power is valid only for issues to be voted upon at the **2023 Annual Meeting** of the FRCOA. These issues include the election of 3 members to the FRCOA Board of Directors.

Your proxy must be received by 5:00 pm on Friday, November 3, 2023. Please send in your proxy, even if you plan to attend the meeting. If you attend in person, your proxy will be returned to you at the meeting. You may send your proxy via email hoaequitybcs@gmail.com, Fax (979) 696-0234, Mail or drop it off at the office of Equity Real Estate & Company, 110 Navarro Suite 200 College Station, TX 77845.

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I am interested in serving on the Fox Run Condominium Association Board of Directors.

Name: _____

Date: _____

Address: _____

Phone #'s: _____

Email: _____

Phone #'s: _____

Email: _____

Phone #'s: _____

Email: _____

Phone #'s: _____

Please mail to: Equity Real Estate & Company

Fax to: 979-696-0234

Email to: hoaequitybcs@gmail.com

PROXY MUST BE RECEIVED BY 5 PM, FRIDAY NOVEMBER 3, 2023

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