

ROSEBROOK HOMEOWNERS ASSOCIATION, INC.

NOTICE OF SPECIAL TRANSITION MEETING

**Tuesday
March 31, 2015
6:00 p.m.**

In accordance with Article 4, Section 4.4 of the Bylaws for Rosebrook Homeowners Association, Inc. you are hereby given notice that a Special Transition Meeting of the Members is scheduled for Tuesday March 31, 2015 at 6:00 p.m. at located at 801 East Main Street, Whitehouse, TX 75791. The Association is a not-for profit corporation. The meeting is being called for the sole purpose of transitioning from Declarant control to Homeowner control. This will be accomplished by electing a five (5) member (owner) Board of Directors.

Enclosed with this notice you will find a Proxy and Declaration of Candidacy form. The Declaration of Candidacy form should be completed for each person who would like to run for a position on the Board. If you are unable to attend this very important meeting please return the enclosed proxy and mail, fax or email the forms to Rose City by noon on March 30, 2015.

IT IS IMPORTANT THAT YOU ATTEND THIS MEETING. Each candidate will be introduced and owners will be able to ask any questions that you may have for the candidate. Nominations will also be accepted from the floor.

To conduct the Special Meeting, a quorum of fifteen percent (15%) of members must be present in person or by proxy. Please complete and return the proxy to the Rose City office by noon on March 30, 2015. Even if you plan to attend the meeting please sign the proxy; the proxy will be returned to you at the meeting should you attend.

If you have any questions please feel free to contact Rose City Property Management, Inc. at 903-534-0001.

YOUR PROXY WILL HELP MEET THE QUORUM REQUIREMENT. IF A QUORUM IS NOT PRESENT IN PERSON OR BY PROXY, THEN ANOTHER DATE MUST BE SET.

We have also included a Survey form for you to complete and return to RCPM in order to have an email distribution list developed.

A short Board of Directors Meeting will immediately follow the Special Meeting in order to appoint officer positions and to schedule the first Board Meeting.

Chris Brewer or Carrie Montgomery
Rose City Property Management, Inc.
100 Independence Place, Suite 301
Tyler, TX 75703
Office (903) 534-0001 – Fax (903) 534-0072
chris@rosecitymanagement.com
carrie@rosecitymanagement.com

ROSEBROOK HOMEOWNERS ASSOCIATION, INC.

PROXY

I, the undersigned, being the record Owner of the Property identified below, do hereby give and grant, upon the terms and conditions herein set out, my revocable proxy to consent and to vote, and in all other respects to act, in my name, place and stead as a Member of Rosebrook Homeowners Association, Inc. in the same manner and to the same extent and with the same effect that I might were I personally so to consent, vote or otherwise act:

CHECK ONLY ONE:

- To the Chairperson of the Meeting, OR, in the instance of his absence, incapacity or unwillingness so to act as my proxy, to the Secretary of the Association;
- To _____, OR, in the instance of his/her absence, incapacity or unwillingness so to act as my proxy;
- To _____.

The above-designated proxy holder is hereby appointed to vote on my/our behalf for all matters considered at the Special Transition Meeting of the Rosebrook Homeowners Association, Inc. to be held on March 31, 2015, or at such meeting that may be rescheduled, adjourned, or recessed and reconvened by the Chairperson.

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 thereof, such subsequent proxy will supersede and suspend the effectiveness of this proxy.

EXECUTED to be effective on the date indicated below.

Date: _____

Owner/Member

Property Address

Mail this Form to:

Rosebrook Homeowners Association, Inc.
c/o Rose City Property Management Inc.
100 Independence Place, Suite 301
Tyler, Texas 75703
or fax to 903-534-0072 or email to:
chris@rosecitymanagement.com

**ROSEBROOK HOMEOWNERS ASSOCIATION, INC.
DECLARATION OF CANDIDACY
BOARD OF DIRECTORS**

NAME: _____

ADDRESS: _____

PERSONAL HISTORY: (family members, interests, etc.) _____

PERTINENT EXPERIENCE/QUALIFICATIONS: (related to working in a team environment to accomplish business/committee/association goals, etc.)

DESIRE/REASON FOR RUNNING FOR THE BOARD OF DIRECTORS (interest in neighborhood, improvements in the community, etc.): _____

COMMITMENTS THAT WILL ASSIST/DETER YOU FROM SERVING ON THE BOARD OF DIRECTORS (travel, employment, etc.):

OTHER COMMENTS: _____

This form must be returned to Rose City Property Management by mail to
100 Independence Place, Suite 301, Tyler, Texas 75703,
email chris@rosecitymanagement.com or fax to (903) 534-0072
no later than March 30, 2015

Rosebrook Homeowners Association, Inc.

SURVEY INFORMATION FORM

In order to provide the most updated information to you, please fill out and return to 100 Independence Place, Suite 301, Tyler, TX 75703, or email to carrie@rosecitymanagement.com or fax to 903-534-0072.

An email data base will also be compiled to send out notices to owners from RCPM. Please note, *none of this information will be shared with anyone outside of the community.*

DIRECTORY INFORMATION:

YOURNAME: _____ SPOUSE: _____

ADDRESS: _____

HOME PHONE/CELL NUMBER: _____ SPOUSE CELL: _____

E-MAIL: _____ DO NOT PUBLISH _____ (X)

CHILDREN (optional): (PLEASE INCLUDE NAMES ONLY)

Thank you.