

**FORMAL NOTICE OF THE ANNUAL MEETING OF THE MEMBERSHIP
FOR CYPRESS CREEK LAKES PROPERTY OWNERS ASSOCIATION INC.**

DATE: JULY 22, 2021
TIME: 6:45 P.M. Sign In
7:00 P.M. Meeting Begins
PLACE: Cypress Creek Lakes
Phase 3 Rec Center
10080 Cypress Creek Bend Dr.,
Cypress, TX 77433

This is a notice to all property owners of Cypress Creek Lakes Property Owners Association, Inc. to advise of the Annual Meeting of the Membership to review and discuss the following:

- I. Call to Order/Establish Quorum
- II. Introductions
- III. Approval of 2020 Annual Meeting Minutes
- IV. 2020 Financial Report
- V. Election of Director – 1 position for a 3-year term
 - A. Nominations from the Floor
 - B. Introduction of Nominees
 - C. Vote
 - D. Election Results
- VI. Homeowner Open Forum
- VII. Adjournment by 9:00 p.m.

ELECTION/SOLICITATION OF CANDIDATES

Any member who is interested in placing their name on the ballot for election to the Board should contact Liz Pettit at 281-945-4617 by 5:00pm on July 21, 2021. Nominations will also be taken from the floor at the meeting.

PROXY PROCEDURES

In order to conduct official business, a quorum of 20% of the owners must be present, either in person or by proxy. You are entitled to one vote per lot. If you are unable to attend this meeting, you have the option of mailing, e-mailing or faxing your proxy by 5:00pm on July 21, 2021 to:

**CYPRESS CREEK LAKES PROPERTY OWNERS ASSOCIATION INC.
C/o Crest Management Company
PO Box 219320
Houston, TX 77218-9320**

CYPRESS CREEK LAKES PROPERTY OWNERS ASSOCIATION, INC.
ANNUAL MEETING OF THE MEMBERS
JULY 22, 2021

PROXY

ASSIGNMENT OF PROXY: CHECK ONE BOX BELOW TO SELECT INSTRUCTION TO ASSOCIATION

- Assign this proxy to _____ or if no person is listed, the President of the Association, to vote on my behalf.
- Quorum Only. This proxy is to be used for quorum purposes only.

Forms selecting more than one box above or none of the boxes above will be used for quorum purposes only. If you chose this form to be your proxy you may revoke your proxy at any time before it is exercised, and the undersigned reserves the right to attend the meeting and vote in person.

DATE: _____

PRINT NAME: _____

ADDRESS: _____

SIGNATURE: _____

THIS FORM MUST BE SIGNED IN ORDER TO BE OFFICIAL

The Board of Directors solicits this proxy so a quorum can be established to conduct the Annual Meeting of the Members.

By casting your vote via proxy you will forgo the opportunity to consider and vote on any member nominated from the floor at the meeting. If you desire to retain this ability, please attend any meeting in person. You may submit a proxy and later choose to attend any meeting in person, in which case any in-person vote will prevail.

Please return the signed proxy by July 21, 2021 using any one of the following methods:

1. Mail your proxy to Crest Management at 17171 Park Row, Suite 310, Houston, TX 77084.
2. Fax your proxy to Crest at 281-579-7062; or
3. Email your proxy to liz@crest-management.com

*You may also give your proxy to a neighbor who will be attending the meeting in person and can present it on your behalf.