



November 4th, 2024

Notice of Virtual Annual Election Meeting of Members

Wednesday, December 4th, 2024, 6:00 pm

Join Microsoft Teams

[Join the meeting now](#)

Meeting ID: 228 090 027 13 Passcode: Ty3pk3

Call In Option (audio only)

Number: +1 323-433-2148 Conference ID: 709 748 738#

Dear Homeowner(s),

As the Managing Agent for the **Normandy Village Townhome Owners Association, Inc.**, we are pleased to announce that a Virtual Annual Election Meeting of Members has been scheduled for **Wednesday, December 4th, 2024, at 6:00 p.m.** The purpose of this meeting will be to elect three (3) Class A Member to the Board of Directors and discuss normal business of the Association.

The election meeting cannot be held without the proper quorum; therefore, it is important to understand the voting process. You may cast your ballot electronically, either on the Association's website or by email or fax. It is not necessary to assign your proxy if you vote online as your vote will also count toward the required quorum. If you mail your ballot, please include the proxy and ensure it is signed and dated. **The deadline for voting is Tuesday, December 3rd, 2024, at 5:00 pm. Please be sure your ballot reaches us before the deadline. Only the Owner of record or the proxy holder may cast a vote, and only one vote per household is accepted.**

There are 4 ways you can vote:

1. **Electronically** on the Association's Website at www.normandyvillagetownhomes.com
2. Email your Ballot or Proxy: robert@essexhoa.com
3. Fax your Ballot or Proxy: 469-342-8205 Attention: Robert Larin
4. Mail the Ballot or Proxy to: Essex Association Management, L.P.
Attn: Robert Larin
1512 Crescent Drive, Ste. 112,
Carrollton, TX 75006

Should you have any questions regarding the annual election meeting, please submit an inquiry via the "Contact Us" tab from the Association's website and an Essex representative will respond promptly.

Sincerely,

Essex Association Management, L.P., Managing Agent
On Behalf of Normandy Village Townhome Owners Association, Inc.

cc: Association File

Enclosures: Draft Agenda, Proxy, Ballot, and Candidacy Statements

Essex Association Management, L.P.
1512 Crescent Drive, Suite 112
Carrollton, TX 75006
Phone: (972) 428-2030 Fax: (469) 342-8205
www.normandyvillagetownhomes.com