

***Meadow Creek
Homeowners Association, Inc.***

P.O. Box 16325 High Point, NC 27261

Official Notice mailed this 27th day of October 2016

ANNUAL MEETING MONDAY NOVEMBER 28TH, 2016

According to the provisions of Article III, Section 1, of the By-Laws of the Meadow Creek Homeowners' Association, notice is hereby given that the Annual Members' Meeting will be held on **Monday November 28th, 2016 at 7:00 p.m. at The Deep River Friends Meeting Hall, 5300 West Wendover Avenue High Point, North Carolina.**

The purpose of the meeting will be to discuss the status of the property and to review and ratify the 2017 Budget. There will also be an election of four (4) seats onto the Board of Directors these elected individuals will serve for two-year terms. Nominations for these volunteer positions will be accepted from the floor. Anyone interested in one of the Director positions should contact Greg Domingue at Golden Property Management their telephone number is (336) 887-8975.

Please note that the presence of one-tenth of the Association members in person or by proxy shall constitute a quorum necessary to hold the Annual meeting. **If you cannot attend the meeting we ask that you sign and return the enclosed proxy to the address above.** If you attend the meeting, your proxy will be returned to you.

The Board of Directors would like to send you these type of notices via electronic e-mail. It will help the community save money and the environment if less paper is sent through the US Mail, providing the community with your e-mail address is a great way to have the Directors send you information about Meadow Creek. You can provide the webmaster with your e-mail address by going to your website **meadowcreekhoa.com**

We look forward to meeting with you on **November 28, 2016**

Sincerely,

The Meadow Creek Board of Directors

- Vice President – Mike Howard
- Secretary – Ayana Davis
- Treasurer – Caralynn Vaughn
- Director – Ryan Bruce
- Chairperson – Open
- Director – Mary Houck
- President – Open

Enclosure: Proxy, Agenda, 2017 Budget

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**Annual Members Meeting
Monday November 28th, 2016 7:00 p.m.**

- I. Call to Order & Opening Remarks – Secretary, Ayana Davis
 - Introduction of members of the Board.
- II. Certifying of Proxies, Quorum, and Proof of Notice – Director, Mary Houck
- III. Approval of 2016 Annual Meeting Minutes
- IV. Officers Report – Treasurer Caralynn Vaughn overview of years expenses, anyone in attendance who does not want to ratify the 2017 budget.
- V. President's report:
 - a. 2017 Association anticipated expenditures and projects
- VI. Election of four (4) individuals onto the Board of Directors to serve a two year term.
 - a. Candidates introduce themselves
 - b. Interested owners, nominations from the floor
- VII. Adjournment.

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GENERAL PROXY

KNOW ALL MEN BY THESE PRESENT that the undersigned, being a homeowner of the Meadow Creek Homeowners' Association, High Point, North Carolina, a non-profit corporation, does hereby constitute and appoint _____

(print proxy name here)

true and lawful, the power of attorney, agent, and proxy of the undersigned, with power of substitution for and in the name, place and instead of the undersigned, to vote on my behalf, at the Annual meeting of the Meadow Creek Homeowners' Association, on November 28, 2016 or a substitute meeting if a quorum is not met on November 28, 2016 to transact any and all business in the name of the undersigned that may come before any such meeting, including the election of Directors or any election.

THIS PROXY shall be deemed to be valid for only the meeting called on November 28th, 2016 or a substitute meeting if a quorum is not met on November 28th, 2016 unless revoked in writing with the Secretary of the Board of Directors. ALL FORMER PROXIES given by me are hereby revoked.

_____ I hereby expressly authorize my proxy to be used to establish a quorum only.

_____ I hereby expressly authorize my proxy to use his/her best judgment in exercising my vote on any and all matters which may come before the meeting to the full extent and with all powers which the undersigned would possess if personally present, without restriction.

The undersigned hereby ratifies and confirms any and all acts and things that said proxy may do or cause to be done in the premises, whether at said meeting or at any change, adjournment of continuation thereof and hereby revokes all prior proxies heretofore executed.

NAME: _____

ADDRESS: _____

DATE: _____

SIGNATURE: _____

MEADOW CREEK SUBDIVISION	\$180 operating	\$180 operating	\$195 operating	\$195 operating	\$190 operating
2017 Budget \$210 ANNUAL	\$30 reserves	\$30 reserves	\$15 reserves	\$15 reserves	\$20 reserves
INCOME (194 homes)	2015 Budget	2015 actuals	2016 Budget	2016 anticipated	2017 Budget
Assessment	\$34,920	\$34,920	\$37,830	\$37,830	\$36,860
Capital Reserve	5820	5820	2910	2910	3880
Late fee income	0	2010	0	1740	0
Interest Income MMR	15	18	15	18	15
Interest Income CD	20	18	20	18	20
Total Income	\$40,775	\$42,786	\$40,775	\$42,516	\$40,775
EXPENSES					
(General and Administrative)					
Management Fees	\$10,200	\$10,200	\$10,800	\$10,800	\$10,800
Audit	750	750	750	750	750
Legal	500	650	500	500	250
Bank fees	240	240	0	0	0
Postage	300	426	350	442	400
Property Insurance	1,400	1,550	1,550	1,464	1,500
Office Supplies	350	608	450	575	475
Resident Activity	900	396	700	750	700
Website	190	190	190	190	190
General and Administrative	500	263	350	325	300
Total General & Administrative	\$15,330	\$15,273	\$15,640	\$15,796	\$15,365
(Repair Expense)					
Repairs	\$1,000	\$200	\$1,000	\$850	\$1,000
Total repairs	\$1,000	\$200	\$1,000	\$850	\$1,000
(Utilities)					
Electricity	\$300	\$300	\$300	\$300	\$300
Water/Sewer	750	550	700	500	650
Total Utilities	\$1,050	\$850	\$1,000	\$800	\$950
(Maintenance)					
Tree Removal-maintenance	\$250	\$985	\$750	\$0	\$500
Landscape -Pine needles	800	288	600	600	500
Grounds - replacement & flowers	1200	1200	1500	1300	1500
Grounds other	1000	818	500	900	500
Irrigation System Maintenance	350	300	200	100	150
Asphalt repairs	0	0	0	0	0
Electrical repairs	200	0	100	0	100
Pond maintenance	1250	2085	1750	1585	1750
Signage Maintenance/Repairs	250	355	250	400	125
Misc. Maintenance	400	477	250	150	175
Total Maintenance	\$5,700	\$6,508	\$5,900	\$5,035	\$5,300
(Contract Services)					
Lawn Maintenance	\$13,160	\$13,160	\$13,700	\$13,700	\$13,700
Total Contract Services	\$13,160	\$13,160	\$13,700	\$13,700	\$13,700
Total Operating Expenses	\$36,240	\$35,991	\$37,240	\$36,181	\$36,315
(Reserve Expenses)					
Drainage Improvements	\$1,500	\$1,865	\$1,000	\$4,635	\$1,000
Entrance/Landscape/Recreation	1,500	2,435	500	765	1,000
Total Reserves Used	\$3,000	\$4,300	\$1,500	\$5,400	\$2,000
Total of All Expenses	\$39,240	\$40,291	\$38,740	\$41,581	\$38,315
expenses/income carried forward	\$1,535	\$2,495	\$2,035	\$935	\$2,460