

## **I. BYLAWS APPROVAL MEETING**

Requires a separate meeting called specifically to approve any changes in bylaws. Meeting requires a 20% membership quorum (86 members) either in person or with verified proxies submitted to the management office.

- a. Review of changes required by current law
- b. Q&A and consider amendments
- c. Vote on approval of updated Bylaws (requires 67% of total quorum attendance)
- d. Adjourn meeting

## **INTERMISSION WITH REFRESHMENTS**

## **II. ANNUAL MEETING AGENDA**

- a. Welcome & Review of Agenda (David Higdon)
- b. Introduction of Board (David Higdon)
- c. Good Neighbor recognitions by Board and Members
- d. Why HOA's are important (David Higdon)
- e. Impact of SB 1567 on EFHOA (David Higdon)
- f. Approval of 2024 Annual Meeting minutes (David Higdon)
- g. Facilities & Pool Update to include review of operating rules to include specific examples of violations (Jason Jaggars)
- h. Flooding update (Luke Altendorf)
- i. Financial Update 2024 Audited Results. YTD overview. Reserve fund update. Q&A (Frank Buffa)
- j. Capital projects plan and financing alternatives. (Cara Pampell)
- k. Election of Board members (VP, Secretary, 2 Directors)
- l. Q&A from submitted cards (Board)
- m. Call for Volunteers for ARC, Activities (Cara Pampell)
- n. Move for adjournment

DATE: October 7, 2025

TO: Emerald Forest Homeowners Association Members

FROM : EFHOA Board

REMINDER : EFHOA BYLAWS APPROVAL & ANNUAL MEETING

WHEN : Tuesday October 14, 2025 6:00pm

WHERE; Pebble Creek Country Club (4500 Pebble Creek Parkway)

We are looking forward to hosting a large number of our neighbors at this year's DUAL meeting event to get our BYLAWS updated and our future plans discussed as a community.

## BYLAWS APPROVAL MEETING

### Purpose of the Bylaws

Our community's Bylaws are essential for the day-to-day governance of the Emerald Forest Homeowners Association (EFHOA). They detail important procedures such as how often board elections are held, the process for nominating and electing board members, the frequency of meetings, the responsibilities assigned to board members, and additional governance aspects. These rules are designed to provide clarity and structure, ensuring the effective operation of the association.

### Requirements for Approval

Changing the Bylaws is a significant undertaking and is intentionally made challenging to ensure broad consensus. Updates to the Bylaws require a 67% vote of approval from members present at a special meeting. This meeting must be called specifically for the purpose of approving Bylaws changes and must have at least 20% of the membership in attendance or represented by certified proxies. Quorum is 86 members represented in person or through signed proxies.

### Reason for Update

It has been 17 years since the Bylaws were last updated. The EFHOA is currently not in compliance with existing state law, making these updates both critical and overdue.

Additionally, there is a need to expand the legal language within the Bylaws to prevent confusion and avoid potential oversights in governance.

## Community Participation

The Board has decided to present the draft Bylaws to the entire community, inviting input and suggestions for amendments. While changes cannot be made to sections dictated by state law, members are encouraged to propose edits and amendments to other areas of the Bylaws during the meeting. Relevant questions will be addressed, and amendments will be considered for approval by those in attendance. Pretty straightforward democracy.

## ANNUAL MEETING OVERVIEW

The annual meeting will serve as an important opportunity for all community members to come together and receive updates on the current status of the Emerald Forest Homeowners Association. During this meeting, the Board will share information about recent developments, ongoing projects, and the overall direction of the community.

A key focus of the meeting will be to discuss future plans for the neighborhood. This includes outlining upcoming initiatives and identifying capital projects that are necessary to maintain and improve our shared spaces and facilities. The Board will present potential financing options for these projects and seek input from members regarding the best ways to move forward.

Community participation will be strongly encouraged throughout the meeting. Members are invited to share their ideas, ask questions, and become more actively involved in shaping the future of the association. By working together, we aim to ensure that the needs of the community are met and that everyone has a voice in these important decisions.

## PROXIES

We want everyone to attend but if you can't make it then please complete and sign the attached proxy form and forward to Caeli Mailman at Berkshire Hathaway .

Call us at 979-703-1819 with any questions or concerns.