

Claytons Park Community Association
P.O. Box 219320
Houston, Texas 77218-9320
Phone: (281) 579-0761 Fax: (281) 579-7062



NOTICE OF ANNUAL MEETING OF MEMBERS

DATE: Monday, March 3, 2025

TIME: 6:30 PM

LOCATION: via Teams

Dial in by Phone 346-352-9753, ID 437 396 943#

This shall serve as formal notice to all members of Claytons Park Community Association of the 2024 Rescheduled Annual Meeting of Members. The purpose of the meeting is to elect two (2) directors to the Claytons Park Community Association Board of Directors. The elected directors shall serve terms of two (2) years.

The meeting is being held virtually. You may join in using the dial in information above. All registered users who have selected to receive electronic meeting notices will also receive a link to join approximately one week prior to the meeting. If you need assistance registering, please contact Beverly L. at BeverlyL@Crest-Management.com.

Be advised you can only vote by Absentee Ballot. There will be no in-person voting at the Rescheduled Annual Meeting. Nominations from the floor will not be taken at the Rescheduled Annual Meeting. The results of the voting will be announced at the Rescheduled Annual Meeting. The newly elected directors will take their position on the Board at the conclusion of the Annual Meeting.

A quorum of 10% is required. All returned Absentee Ballots count towards quorum.

Please complete and return the enclosed Absentee Ballot so it is received no later than 12:00 PM on March 3, 2025. You must return the absentee ballot to cast your vote. You may return it by:

Mail to: Claytons Park Community Association, P.O. Box 219320, Houston, Texas 77218-9320
Email to: CJ@Crest-Management.com
Fax to: 281-579-7062

The Agenda for the Annual Meeting will be as follows.

- I. Confirmation of Quorum and Call to Order
- II. Introductions
 - a. Board Members
 - b. Management Company
- III. Approval of Prior Year Annual Meeting Minutes
- IV. Financial Report
- V. Community Overview
- VI. Homeowner Open Forum
- VII. Announcement of Election Results
- VIII. Adjournment

Don't miss out on all the benefits of the Homeowner Portal on Crest Management's website. Your personalized dashboard gives you immediate access to print a statement, submit online forms, and sign up for email notifications. To register, visit www.crest-management.com and click 'Homeowner Login'. Enter your email address and the temporary password below and click 'Submit'. You will then be able to personalize your password and access your account. **Temporary Password:**

2024 Candidate Bios

Booker Terrell – Incumbent: I have lived in Claytons Park for 17 years. Occupation/Background – Real Estate, Military Veteran, Leadership, Product & Team Management, Project Management, Information Technology, Stakeholder Management.

I think I would be an asset to the Board because: I have served on the Claytons Park Board of Directors for five years, this past year as President. I bring a set of corporate skills and competencies that will benefit and align with the role of an HOA Board Member. I humbly request your support to allow me to continue to serve the community in this capacity.

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**Presley Sims** – Incumbent: I have lived in Claytons Park for 18 years. Occupation/Background – Insurance Agent

**I think I would be an asset to the Board because:** I have served on the Claytons Park Board for two years now, serving as Treasurer and have learned the processes necessary for a Board of five members to operate and conduct the business of the community effectively and proficiently. Maintaining the integrity of the Association and building upon it to increase our property values is a priority for me. Continuing to serve as a member of your Board is rewarding, and I am hoping to earn your support for re-election.

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Aisha Freeman – Candidate: I have lived in Claytons Park for 2.5 years. Occupation/Background – Higher education, student support coordinator at St. Thomas University – Houston.

I think I would be an asset to the Board because: I am passionate about community and development for the community at large. I believe with my background in education and child/family studies, I bring an open outlook on community needs and am eager to serve and provide resources as needed to help with the wellbeing of Claytons Park.

Claytons Park Community Association
2024 ABSENTEE BALLOT

You must return this ballot to cast your vote. There will be no other form of voting for the 2024 election of directors. The results of the voting will be announced at the 2024 Rescheduled Annual Meeting.

Please return the completed and signed Absentee Ballot to the Association before 12:00 PM on March 3, 2025. You may submit the completed and signed Absentee Ballot by:

Mail to: Claytons Park Community Association P.O. Box 219320, Houston, TX 77218-9320
Email to: CJ@Crest-Management.com
Fax to: 281-579-7062

For the election of two (2) persons to serve on the Board of Directors of Claytons Park Community Association for a term of two (2) years each. Please make your selection for not more than two (2) persons below by marking next to your selection(s). **If you select more than two (2), it will be used for quorum only. Nominations will NOT be taken at this meeting. No proposals will be voted on at this meeting.**

☐ Booker Terrell - Incumbent ☐ Presley Sims - Incumbent
☐ Aisha Freeman - Candidate

You must sign this ballot for the ballot to be valid. Please also date, print your name, and include your property address in Claytons Park Community Association. If you do not include all requested information and the Association cannot determine the name on this ballot or determine the property address in Claytons Park Community Association, this ballot will not be counted. **You cannot assign your right to sign this ballot to a third party.**

Member's Signature

Date

Member's First and Last Name (*please print clearly*)

Property Address in Claytons Park Community Association (*please print clearly*)

Section 209.00592(c)(3) of the Texas Property Code provides that a solicitation for votes by absentee ballot must include the following language:

By casting your vote via absentee ballot you will forgo the opportunity to consider and vote on any action from the floor on these proposals, if a meeting is held. This means that if there are amendments to these proposals your votes will not be counted on the final vote on these measures. If you desire to retain this ability, please attend any meeting in person. You may submit an absentee ballot and later choose to attend any meeting in person, in which case any in-person vote will prevail.

Please note, however, that there will be no in-person voting at the Rescheduled Annual Meeting.

Questions: Contact CJ at CJ@Crest-Management.com or 281-945-4655.

Per Texas Property Code Section 209.00594(b-1), a person who tabulates votes may not disclose to any other person how an individual voted.

