

October 19, 2023

THE HICKORY GROVE VILLAGE CONDOMINIUM
NOTICE OF ANNUAL MEMBERSHIP MEETING

The Annual Membership Meeting and Board Election for The Hickory Grove Village Condominium will be held on **Thursday, November 16, 2023. at the South Line Fire District building located at 40 Boxwood Lane, Cheektowaga 14227.**

The purpose of the meeting is to **elect three (3) Members to the Board of Managers**, and to transact such other business as may come before the Board at this Annual Meeting. Nominations will also be taken from the floor during the meeting. Official ballots will be distributed at the meeting. The three (3) members receiving the highest number of votes will be elected to a two-year term.

PLEASE FOLLOW THE DIRECTIONS BELOW REGARDING THE ABSENTEE BALLOT AND PROXY ENVELOPE ONLY IF YOU ARE UNABLE TO ATTEND THE ANNUAL MEMBERSHIP MEETING. THIS IS NECESSARY TO HELP REACH QUORUM REQUIREMENTS AND FOR THE VOTE CAST BY YOUR PROXY TO BE VALID.

PLEASE NOTE THAT THE LOCATION OF THE MEETING IS IN THE BUILDING LOCATED ON 40 BOXWOOD LANE NOT THE MAIN LOCATION ON FRENCH ROAD.

- ABSENTEE BALLOT -

_____ Gary Frost	17 Blossom Wood Lane (incumbent)
_____ Jim Guy	93 Blossom Wood Lane (incumbent)
_____ Rick Jachimiak	72 Blossom Wood Lane (incumbent)
_____	(WRITE-IN)
_____	(WRITE-IN)
_____	(WRITE-IN)

.....
DIRECTIONS

If you wish to make your own voting decisions, but cannot attend:

1. Indicate **only three (3) choices** on the absentee ballot.
2. Place the absentee ballot in the enclosed proxy envelope.
3. Indicate "yes" at the bottom of the proxy envelope and insert the proxy envelope into a regular envelope. Mail to:

SECRETARY, HICKORY GROVE VILLAGE CONDOMINIUM
P. O. BOX 614
WEST SENECA, NY 14224

4. Absentee ballot and proxy must be received by noon, on November 16, 2023. You must sign the outside of the proxy envelope for it to be valid.
5. Or do exactly as above, but have your proxy representative bring the sealed proxy envelope with Absentee ballot enclosed, to the meeting.

If you wish to have someone else make your voting decisions for you: **Do not use the absentee ballot.** Complete only the proxy envelope and indicate "no" on the bottom portion of the proxy. Have your proxy representative bring your completed proxy envelope to the meeting.

**THE HICKORY GROVE VILLAGE CONDOMINIUM
ANNUAL MEMBERSHIP MEETING AND ELECTION
NOVEMBER 16, 2023
- AGENDA -**

1. Call Meeting to Order : *(Management)*
2. Welcome and Introduction: *(Management)*

Management - Harmon Homes Realty, Inc. - Mike Harmon
3. Roll Call: *(Secretary)*
OPTION A - Call attendance from Roll Call Option A SIGN-IN SHEET
OPTION B - Call attendance from Roll Call Option B by UNIT # (indicates attendance in Person or by Proxy)
4. Certification of Quorum: *(Secretary)* - (1/2 = 38 members present in person or by proxy, are necessary to meet quorum requirements). "As Board Secretary for the Condominium Association, I, _____, certify that _____ members are present in person or by proxy, and it shall be reflected as such in the Minutes".
5. Motion to Approve the Annual Meeting Agenda: *(Management Directs Board)*
6. Proof of Mailing the Meeting Notice: *(Management Directs Secretary)*
" Let the Minutes reflect that as Board Secretary, I, _____, certify that a copy of this memorandum, **dated October 19, 2023**, was mailed to all unit owners of record as of that date".
7. Reading of Previous Annual Meeting Minutes: *(Secretary)*
OPTION A - MOTION to dispense with the reading of last year's minutes and accept for filing.
OPTION B - MOTION to read last year's minutes
Motion to Approve
8. Report of Officers:
 - a) President's Report *(President)*
 - b) Financial Report *(Treasurer and/or Management)*
9. Election of Board Members:
 - a) Explain Election Procedure & description of Board Member duties *(Management)*
 - b) Call for Additional Nominations from the Floor *(Management directs Board)*
 - c) Motion to close nominations *(Management directs Board)*
 - d) Introduce Candidates - allow each candidate time to speak *(President)*
 - e) Appoint Election Inspectors *(Management directs Board)*
 - f) Pass out official ballots as member names are called from roster *(Management)*
 - g) Collect and tabulate ballots *(Inspector duty)*
 - h) Announce results *(Inspector duty)*
10. New Business and/or Questions and Answers *(Board, Members, Management)*
11. Motion for Adjournment *(President)* - "Thank you and good night to the Membership on behalf of the Board" *(Secretary to note adjournment time in the minutes)*

HARMON HOMES REALTY, INC. - P O BOX 614, WEST SENECA, NY 14224

HICKORY GROVE VILLAGE CONDOMINIUM
ANNUAL MEMBERSHIP MEETING & ELECTION
NOVEMBER 14, 2022

1. Call Meeting to Order: The meeting was called to order at 6:06pm by Board President Darcy Young.
2. Welcome & Introduction: Management representative Michael Harmon introduced the current Board of Managers and representative from Harmon Homes, Justin Harmon.
3. Roll Call: A motion to use the *sign-in* sheet for attendance was made by 75 HGL and seconded by 130 BWL – all were in favor.
4. Certificate of Quorum: Connie Grasso, Secretary certified that 52 members were present in person or by proxy, therefore meeting the requirement of a quorum.
5. Annual Meeting Agenda: A motion to accept the agenda was made by 150 BWL and seconded by 17 BWL - all were in favor.
6. Proof of Mailing the Meeting Notice: Connie Grasso, Secretary certified that a copy of the memorandum dated October 4, 2022 was mailed to all unit owners.
7. Reading of Previous Annual Meeting Minutes: A motion made by 150 BWL and seconded by 133 BWL to dispense with the reading of last year's minutes and accept for filing – all were in favor.
8. Approval of the Proposed Change to the By-Laws: A vote was taken to prohibit the renting or leasing of Units. The vote was in favor of changing the By-Laws 37 to 14 but at least 38 votes were needed, therefore this change cannot be made at this time.

9. Report of Officers:

a). President's Report - Darcy Young, spoke of things accomplished in the community for example the clearing of the pond, the driveway sealing, tree removal & plantings, fence repairs and the "beautification" of the front island along with the hot box & mailbox areas. The residents had a moment of silence in recognition for the loss of our neighbors.

b). Financial Report - Rick Jachimiak, Treasurer gave a power point presentation highlighting our financial statements along with reviewing the 2023 budget which includes increasing of our HOA fee to \$220

10. Election of Board Members:

a). An explanation was given of Election Procedure and the description of the Board Member's duties.

b). Called for additional nominations from the floor – none were received.

c). Motion to close the nominations made by 29 BWL & seconded by 140 BWL – all were in favor.

d). Introduction of Candidates - each candidate, Connie Grasso, Kurt Oertelt & Darcy Young, all said a few words.

e). Election Inspectors were appointed - Margaret Graff 15 HGL & Jeanette Masters 130 BWL

f). Official Ballots were passed out as names were called from the roster.

g). Ballots were collected and tabulated.

h). Connie Grasso & Darcy Young were re-elected to the Board of Managers. Connie Grasso, 38 votes, Kurt Oertelt, 18 votes & Darcy Young received 35 votes

11. New/Old Business: Questions and answer period took place while votes were being counted.

12. Motion for Adjournment: A motion to close the meeting at 7:47 pm was made by 133 BWL & seconded by 140 BWL – all were in favor.

PROXY ENVELOPE
FRONT

PROXY

No, I will not be in attendance at our annual membership meeting and hereby assign the following Proxy:

I _____, being a member in good standing of the Community Association, under provisions governing said community, do hereby grant my Proxy to (insert name) _____, said person being a member in good standing of the community. This Proxy is executed for this annual membership meeting, and carries with it the full right of the Proxy holder to cast his/her vote as he/she sees fit on all business as may properly come before that meeting.

NAME: _____ DATE: _____

SIGNATURE: _____ ADDRESS: _____

BE SURE YOUR DESIGNATED PROXY HOLDER WILL BE IN ATTENDANCE AT THE MEETING

ABSENTEE BALLOT ENCLOSED ☐ YES ☐ NO

THE HICKORY GROVE VILLAGE CONDOMINIUM
NOTICE OF ANNUAL MEMBERSHIP MEETING

October 25, 2023

To: All Members

From: Harmon Homes Realty, Inc

Re: Annual meeting start time

Dear Member,

The Annual Membership Meeting and Board Election for The Hickory Grove Village Condominium will be held on **Thursday, November 16, 2023, 6:00pm** at the **South Line Fire District building** located at **40 Boxwood Lane, Cheektowaga 14227**.

Please make a note of the time as it was not listed on the notice of the meeting dated **October 19, 2023**.



Mike Harmon
Harmon Homes Realty, Inc