

RounTrey Community Association
c/o ACS West, Inc., AAMC®
P.O. Box 11361
Richmond, VA 23230
(804) 282-7451; (804) 282-9590 fax

Dear RounTrey Homeowner;

The RounTrey Homeowners Association will hold its Annual Meeting via Zoom at 7:30 pm on Thursday, November 30, 2023. The instructions on how to log into the meeting are below. We look forward to discussing this past year's accomplishments and our plans for 2024.

RounTrey Annual Meeting 2023
Time: Nov 30, 2023 07:30 PM Eastern Time (US and Canada)

<https://us02web.zoom.us/j/86980118738?pwd=V2JFTVdOMktub25sRU5HVzBwUmZKUT09>

Meeting ID: 869 8011 8738
Passcode: 710913

One tap mobile
+16465588656,,86980118738#,,,,*710913# US (New York)

A proxy has been included with this letter. If you do not plan to attend the Annual Meeting, please complete the proxy and return it to ACS West, Inc. in order to establish a quorum. All proxies must be received by 2:00 pm on Thursday, November 30, 2023. If you attend the meeting, your previously submitted proxy will be revoked.

The agenda will be as follows;

- I. Welcome and Call to Order
- II. Quorum Certification
- III. Proof of Notice of Meeting
- IV. Approval of 2021 Minutes
- V. Reports
 1. President's Report
 2. Treasurer/Financial Report
 3. Committee Reports
- VI. Constructive Comments from the Membership
- VII. Adjournment

Please plan to attend this virtual meeting of your Association and participate in the decisions affecting your community. We look forward to seeing you at the Annual Meeting. Please do not hesitate to contact our Community Manager, Bekki Rice, via email at bekki@acswest.org or call 804-282-7451 if you have any questions or comments.

Sincerely,
RounTrey Board of Directors

RounTrey Community Association
ANNUAL MEETING PROXY NOVEMBER 30, 2023

Homeowner(s): If you do not plan to attend the Annual Meeting, please complete this Proxy and return it to ACS West, Inc., PO Box 11361 Richmond, VA 23230, FAX it (804-282-9590) or e mail kirsten@acswest.org no later than 2:00 p.m. on November 30, 2023. The completed proxy is necessary in order to establish a quorum.

PROXY STATEMENT for

Homeowner Signature: _____ Printed Name: _____

Homeowner Signature: _____ Printed Name: _____

RounTrey Address: _____ Date: _____

As a member of RounTrey Community Association, I hereby appoint Andrea Amentt, as my Proxy, for and in my name, with full power of substitution, and with all powers I would possess if personally present, to attend the Annual Meeting of RounTrey Community Association. I authorize the person named above to cast my vote or votes at such meeting and at any postponements thereof, with all the powers the undersigned would possess if personally present.

I (WE) ACKNOWLEDGE THAT I (WE) HAVE BEEN INFORMED AND UNDERSTAND THAT:

1. All owners of record MUST execute this Proxy:
2. The Proxy is REVOCABLE by the Owner or by either of the owners (if more than one) should they attend the Meeting.
3. The decision of the Secretary of the Association as to the validity of any Proxy shall be binding on the owner(s).
4. The Proxy may vote for any matter that arises in such meeting or continuance thereof on my (our) behalf.
5. This Proxy shall terminate automatically upon the adjournment of the Annual Meeting.

If you do not wish to name Andrea Amentt, as your proxy and prefer to name someone else, please write in your preference below. Please note that your proxy holder should be someone who will be attending the Annual Meeting. Please do not write in your name as the proxy holder. Thank you.

Proxy Name: _____ Address: _____