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Notice of the Annual Meeting

Annual Meeting – February 28th @ 6:00PM

Dear ArrowBrooke Homeowners,

The ArrowBrooke Community Association and Board of Directors are pleased to announce the official notice of your Annual Membership Meeting, to be held on Tuesday, February 28th, at 6:00 PM.

The Annual Meeting typically provides Members of the Association an opportunity to understand and gain insight into the general operations of the Association, rights and responsibilities of the Owners, the Association, and its Board of Directors. This year's Annual Meeting will be ran a little differently. As a member of the Association, you are encouraged to take this opportunity to participate in the election of one member to the Board of Directors. We have added the option to vote ahead of time, electronically using a third-party representative.

This is a safe and efficient method to increase participation while saving both time and money. Each property with an email on file will receive an email invitation to vote from the community voting site. Please be sure to add this email address ArrowBrookehoa@ivotehoa.com to your safe sender list/address book so you can participate in the vote. If we do not have your email address on file or you do not receive the email by February 8 (or require a paper ballot), you can still vote online. Please contact the office at 214-305-5422 or go to the web address listed below and click Contact Us to get your code.

Web Address: <https://arrowbrookehoa.ivotehoa.com/register>

Voting online is easy and quick! You will have three steps!

1. Receive the email and click the link to go to the voting site (or go to the voting site and enter your code)
2. Register for the vote by entering your name, email, and creating a password
3. Make your choices on the ballot and submit

When your vote is complete, you will receive both an onscreen confirmation and an email that the vote has been recorded.

Voting begins on Tuesday, February 7th, and ends on Monday, February 27th.

In addition, this meeting will serve as an opportunity for the Association management team and the Board of Directors to provide residents with a community update and answer pre-submitted questions. If you have a question for the management team or the Board of Directors, please submit the question for the meeting by close of business, Wednesday, February 22nd, 2023. We will post the submitted questions and answers the day of the meeting on the community association website and send out the answered Q&A via email by March 5th, 2023. To submit a question, please send it to Christian Judy, the Community Manager at cjudy@ccmcnet.com. All follow-up questions, and the meeting presentation will be posted to the website by March 15, 2023.

Looking forward to seeing you,

Christian Judy

ArrowBrooke Community Manager

**2022 ArrowBrooke Annual
Meeting Agenda
Tuesday, February 28, 2022 | 6:00 P.M.**

1. **WELCOME**
2. **CALL TO ORDER**
3. **INTRODUCTIONS**
 - a. Board of Directors
 - b. CCMC
4. **ESTABLISHMENT OF QUORUM AND MEETING MINUTES**
 - a. Community Manager – Christian Judy
 - i. Quorum
 - ii. Approval of 2021 Meeting Minutes
5. **ELM RIDGE WATER DISTRICT UPDATE**
6. **COMMUNITY MANAGEMENT UPDATE**
 - a. Community Manager – Christian Judy
 - i. 2022 Accomplishments
 - ii. Financial Overview
 - iii. 2023 Goals
7. **LIFESTYLE UPDATE**
 - a. Lifestyle Director – Amanda Luke
8. **COMMUNITY DEVELOPMENT UPDATE**
 - a. Community Developer
9. **ELECTION OF ONE MEMBER TO THE BOARD OF DIRECTORS**
10. **ADJOURNMENT**

ARROWBROOKE HOMEOWNERS
ASSOCIATION, INC.
2021 ANNUAL MEETING MINUTES

Wednesday, December 1, 2021
7:00 P.M.

Call to Order

CCMC Community Manager, Christian Judy, requested a motion to call the meeting to order at 7:03 p.m. A motion was made, and so seconded.

Establishment of Quorum

With the developer Bloomfield Homes and Taylor-Duncan Interests present, a quorum was established.

Introductions

In attendance was Developer Board Members Jesse Keasler (President) and Andy Hofherr (Vice President). Also in attendance with Taylor-Duncan Interests was Stephen Davis and representing Bloomfield Homes was April Woods (Treasurer/Secretary).

In attendance representing CCMC was Christian Judy, Community Manager; Shenika Belange, Lifestyle Director; Mathew Eberius, Director of Client Fulfillment. Christian Judy verbally recognized the Off Site Team (Accounting, Accounts Payable, Accounts Receivable, Communications, Customer Service, Financial Services, Human Resources, and Information Technology) at CCMC's corporate office that work behind-the-scenes to keep ArrowBrooke running smoothly. The Association has a management contract with CCMC to implement the policies set by the board and oversees the operations of the Association.

Approval of Minutes

Christian Judy requested a motion from the floor to approve the 2020 Annual meeting Minutes. A resident made the motion, and it was so seconded.

Denton County Fresh Water Supply District #10 Update

District representatives Mandy Hill and Chief of Police Bill Knack were present at the meeting to answer pre-submitted questions from the owner of Arrowbrooke and gave a brief update on the expansion of 1385 as well directed owners where they can get more information.

Community Management Update

Christian Judy provided information on the violation process, architectural request process, and outlined some of the projects that have been done in 2021.

The YTD financials for the community were reviewed, and more detail is available to residents upon request. The 2022 budget is currently being finalized, and so it was not reviewed. Once the budget is approved, the overview will be available on the Association website. Upon approval, Management and the Board will also work to establish goals for the community in 2022.

Lifestyle Update

Shenika Belange, Lifestyle Director, provided information on the results of the Lifestyle Survey that was conducted and briefly discussed some of the larger events held throughout the year. The RSVP process and explanation of paid events were also discussed, as well as the addition of the new Association website.

Community Development Update

Vice President Andy Hofherr provided an update on current development, the progress of phase 6 that is currently under development, the addition of the landscaping along Winn Ridge Dr and information regarding the development of Phase 7 within the community.

Adjournment

There being no further business, Christian Judy requested a motion to adjourn the meeting at 7:55 p.m. The motion was made, and it was so seconded.

Signature of Board President

Date

Board of Directors Candidate Bio's

Aaron Benson - I am a father of 5 children. I have lived in the ArrowBrooke community for over 3 years. My background includes 6 years Active duty in the United States Army. I am a veteran of 2 wars, Operation Iraqi Freedom and Operation Enduring Freedom. Currently my time is spent running my spice manufacturing company and coaching my son's baseball team.

Monica Barlow - I'm Monica Barlow and I've lived in Arrowbrooke since January 2021 with my husband and son. I'm a business analyst with a background in corporate finance and operations. We've loved how welcoming and friendly the neighborhood has been from the very start, and have met and made some wonderful friends as a result. My family and I are here for the long haul and I personally want to be a part of Arrowbrooke's development.

Since moving here, I've committed myself to the community by: keeping residents updated on news regarding the HOA and our surrounding area; regularly bringing up inquiries and feedback to the HOA management team; and being involved in neighborhood clubs/groups. I've also been working with the HOA and surrounding jurisdictions to address the sidewalk and street lighting issue on Frontier Pkwy.

With my proactiveness, responsiveness, open-mindedness, and understanding of our CC&Rs, I believe I can better support our community by being part of the HOA. My objectives include understanding how the HOA is currently being run, assess what we can improve on, voice resident concerns, and assist with the transition process from a developer board to homeowner board. My philosophy is that we should have clear, respectful, and honest communication among all parties involved. I look forward to continue working with everyone to make this neighborhood a place we're proud to call home.

Russ Renfro – I have managed HOA's in the past working directly with Board of Directors and homeowners. I am in the property and facility management field. I have been in this industry entering my 38th year this year. I served on the Board of Village Creek of Eldorado in McKinney until moving to Aubrey. I am proud of our association and would like to help serve on the Board.