

Clayton Ranch HOA  
205 Paloma Dr  
Temple, TX 76502

Colby Property Management  
205 Paloma Dr  
Temple, TX 76502

#### NOTICE OF 2024 ANNUAL MEETING

In accordance with the Bylaws governing the Clayton Ranch HOA, and at the direction of the Board of Directors, notice is hereby given this date, 4/10/2024, that the Annual Meeting of the Association will be held at the time and place specified herein:

Date: Thursday, May 9, 2024

Time of Meeting: 6:00 pm

Place: Ogletree Gap Preserve  
1878 Post Office Rd  
Copperas Cove, TX 76522

Important agenda items will be reports of officers and review of the previous year financials. **If quorum is not met at this meeting, the next meeting attempt will be held in 2025.**

Enclosed is a **proxy**. If you are unable to attend the meeting, please complete the proxy and return it by US mail, email to [Manager@ColbyHOA.com](mailto:Manager@ColbyHOA.com), or give your signed proxy to another resident.

If you have any questions regarding the meeting or proxy, please call or email our office at your convenience.

# Clayton Ranch HOA

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Annual Meeting  
Thursday, May 9, 2024  
6:00 pm

## Agenda

- \* Call Meeting to Order / Certify Quorum
- \* Financial Report / Report of Officers
  - No questions are taken during Reports
- \* New Business
  - Questions on topics not covered in existing HOA materials (see website)
- \* Adjourn (no later than 7:00 pm)

Clayton Ranch HOA

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Annual Meeting  
Thursday, May 9, 2024

Meeting Proxy

I/We \_\_\_\_\_,  
being the owner(s) of \_\_\_\_\_  
(address), do hereby authorize and appoint \_\_\_\_\_ to be  
my/our proxy to represent me/us on the issues to be discussed at the Annual homeowners'  
meeting of CLAYTON RANCH HOMEOWNERS ASSOCIATION INC; to be held on  
Thursday, May 9, 2024 at 6:00 pm at the Ogletree Gap Preserve , 1878 Post Office Rd,  
Copperas Cove, TX 76522; and to vote on my/our behalf on the issues submitted to vote at  
this meeting, or in the event a quorum shall fail to attend, at such time and place as the  
adjourned meeting shall be resumed. This proxy shall remain in full force and effect until  
such time as the meeting is held with quorum and then adjourned. **If proxy assignment is  
left blank, signed proxy is deemed to be assigned to the Board President.**

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

Please sign and return this meeting proxy at your earliest convenience to Clayton Ranch HOA, c/o Colby Property Management, 205 Paloma Dr, Temple, TX 76502. You may also send it by email to [Manager@ColbyHOA.com](mailto:Manager@ColbyHOA.com), or give your signed proxy to another resident to present at the meeting.