



December 20, 2021

Notice of Annual Meeting of the Members

Thursday, January 13, 2022, at 6:30 p.m.

Virtual

Zoom Link:

<https://us02web.zoom.us/j/83289376187?pwd=R29rM0RVTjlzSCtNaDZEYm0zRnVHQT09>

Zoom Passcode: 972956

Dear Homeowner(s),

As the Managing Agent for **Parkmont Place Townhome Owners Association, Inc.**, we are pleased to announce that the online/telephonic Annual Meeting of the Members has been scheduled for **Thursday, January 13, 2022, at 6:30 p.m.** The purpose of this meeting is to discuss normal business of the Association and to present information on current Association affairs.

Enclosed in this packet you will find the Draft Agenda and Proxy. **Please Note: Even if you plan on attending, it is important that you return your proxy, as unforeseen circumstances may occur which prevent you from attending.** The Annual Meeting of the Members cannot be held unless quorum requirements are met, either in person or by proxy. If a meeting must be reconvened at a later date, the Association will incur additional costs. You may assign your proxy to a Member of the Board, or to a neighbor of your choice who will be in attendance.

You may dial in early or at any time during the meeting. We look forward to you joining us on **Thursday, January 13, 2022.** Proxies may also be returned by mail or e-mail however, any form returned **after 5:00 p.m. on January 12, 2022,** may not be counted on time. For any questions, please contact us via the "Contact Us" tab on the Association's website.

Sincerely,

Essex Association Management, L.P., Managing Agent
On behalf of Parkmont Place Townhome Owners Association, Inc..
cc: HOA File
Enclosures: Draft Agenda, Proxy

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