



The Management Group Associates, Inc.

A FULL SERVICE PROFESSIONAL PROPERTY MANAGEMENT COMPANY

February 22, 2018

SECOND NOTICE OF ANNUAL MEETING PROXY/BALLOT

Dear Williamsburg Square Homeowner:

The 2018 Annual Meeting and election of Directors of the Williamsburg Square Community Council will be held on Wednesday, March 21, 2018 at 7:00 p.m. in the Staff Lounge at the Great Seneca Creek Elementary School. The purpose of this meeting will be to elect five (5) homeowners to fill all the expiring positions on the Board of Directors. Each homeowner will be elected for a term of one (1) year.

In our previous mailing, homeowners, interested in submitting their name as a candidate for the Board of Directors, were requested to submit a Candidate Qualification Statement by February 16, 2018. Enclosed are the candidate statements from homeowners who would like to place their names in nomination for election to the Board of Directors. Additional nominations will be accepted from the floor at the Annual Meeting for those who would still like to participate in the election. Also enclosed is a proxy/ballot with which you can vote and which will be used to establish a quorum at the Annual Meeting.

If you cannot attend the Annual Meeting, please take a moment to complete the enclosed proxy/ballot and mail it, fax or email it to my office no later than 3:00 p.m. on Wednesday, March 21, 2018. Even if you do not vote for a candidate, please sign and return the proxy/ballot. Unmarked ballots will be used only to establish a quorum in order for the meeting to be convened.

In order for the Annual Meeting to be held, a quorum of 15% (62 homes) of homes must be represented either in person or by proxy. If a quorum is not obtained, the meeting may be adjourned to a later date, in accordance with Section 5-206(b) of the Corporations and Associations Article of the Annotated Code of Maryland. If a quorum is not obtained, the reconvened Annual Meeting will be held on Tuesday, March 27, 2018 at 7:00 p.m. at the same location.

Please feel free to contact me if you have any questions regarding the procedures for the Annual Meeting. The Board looks forward to your participation in the Annual Meeting election.

Sincerely,


Steve Leskowitz, AMS Agent for
Williamsburg Square Community Council

Enclosures
SL/cs

WA: III6, IIr

g:\wa\lr.meeting attendance (annual meeting)\2018\secondnotice 2018.doc

Please note that TMGA may be deemed a debt collector. Any information obtained from communication with our office may be used for that purpose.

20440 Century Boulevard • Suite 100 • Germantown, Maryland 20874
(301) 948-6666 • 1-800-536-TMGA (8642) • FAX (301) 948-6663
E-Mail: tmgainc@tmgainc.com / www.tmgainc.com



KD

Williamsburg Square Community Council
c/o The Management Group Associates
20440 Century Blvd., Suite 100
Germantown, Maryland 20874
Board of Directors
PROXY/BALLOT
Annual Meeting – March 21, 2018

I hereby name, designate and appoint Steve Leskowitz (The Management Group Associates) or _____ as my proxy for the purpose of establishing a quorum for the transaction of business at the above referenced meeting or any adjournments thereof. The above named proxy shall have full authority to vote upon any and all matters which may be presented and voted upon at the above referenced meeting or any adjournments thereof. The purpose of this meeting will be to elect five (5) members to the Board of Directors, and to reduce the number of Directors to five.

I expressly direct and instruct my proxy to vote as indicated below:

Vote

John Bradfield _____

Gabe Chikes _____

Steve Combs _____

Gareth Denham _____

Tim Drzewiecki _____

Byron Holston _____

Write In: _____

Resolution to reduce the number of Directors from seven (7) to five (5). Please check one below:

I approve the resolution to reduce the number of directors from seven (7) to five (5).

I disapprove the resolution to reduce the number of directors from seven (7) to five (5).

Notice on Proxies:

1. Proxies may be given to another resident. To do this, cross out the name of Steve Leskowitz and write in the name of that person.
2. All candidates must attend and be nominated from the floor at the meeting.
3. Ballots will be used only to establish a quorum. Steve Leskowitz, as proxy, will not vote on any issue not on this ballot, but will use his proxy to maintain a quorum.
4. Return proxy to: The Management Group Associates, 20440 Century Blvd., Suite 100, Germantown, Maryland 20874, Attention: Steve Leskowitz, no later than 3:00 p.m., March 21, 2018 or fax to (301) 948-6663 or email to sleskowitz@tmgainc.com.

Property Owner's Signature _____

Property Owner's Name (print) _____

Property Address _____ Date _____

KD

**Williamsburg Square Community Council
Candidate Qualification Statement
Board of Directors**

Name: John Bradfield

Address: Kitchen House Court

Have you ever been involved in a Homeowner Association or Community Organization previously? (Please explain): Yes I have been involved with the HOA for a number of years.

What are your reasons for seeking nomination to the Board of Directors (goals, ideas)?

I would like to see our community continue as a pleasant place to live and raise families. We are working on problems such as parking and our association dues owed by homeowners which are climbing. We continue to provide services and care for the many aspects of the community life and attempt to keep costs and expenses in check as much as possible.

What background or experience do you have which may qualify you for the Board position (jobs, organizations, occupation, etc)? I have lived in the community for better than 35 years and I have been involved with the Board and committees for many years. I am an accountant by education and can offer a large amount of time and history to the functioning of the community.

Other ideas or comments: we have a complex community with issues that need attention beyond the large ones that neighbors see routinely. The day to day operations, maintenance, improvements and general work must be managed effectively and as cost affective as possible. The current status of the community financials is solid for many of the necessary tasks but focus needs to be placed on homeowners and their payments of their assessments.

**Williamsburg Square Community Council
Candidate Qualification Statement
Board of Directors**

Name: GABE CHIKES

Address: 12815 KITCHEN HOUSE WAY

Have you ever been involved in a Homeowners Association or Community Organization previously? (Please explain) Yes. I have served as a member and twice as president of WSAP HOA.

What are your reasons for seeking nomination to the Board of Directors (goals, ideas)?
I would like to continue work on revision of parking and ARC rules; improvements to community presence on social media; forming closer, more collaborative relationships with our elected representatives to ensure community has full access to County services.

What background or experience do you have which may qualify you for a Board position (jobs, organizations, occupation, etc.)? I have held leadership positions in government, church and community organizations.

Other ideas or comments: I want to focus in 2018-2019 on communications and increased community involvement/engagement.

Written statements will be retyped verbatim.

*WA
ISL6*

**Williamsburg Square Community Council
Candidate Qualification Statement
Board of Directors**

Name: Steve Combs

Address: 12809 Kitchen House Way

Have you ever been involved in a Homeowners Association or Community Organization previously? (Please explain)

Yes, I have been involved with WS/AP HOA since moving here in 1999.

What are your reasons for seeking nomination to the Board of Directors (goals, ideas)?

I would like to continue to help WS/AP and our neighbors be the best environment to live in safety and comfort with all of our residents.

What background or experience do you have which may qualify you for a Board position (jobs, organizations, occupation, etc.)?

I have worked with many Grass Roots organizations (MADD, Middleburg Humane Foundation, various Drug and Alcohol and Recovery organizations) in coordinating and improving the safety and lives of others.

Other ideas or comments: Together we can improve our neighborhood and our quality of life. I want to be a part of our processes and know I can bring new ideas and actions to solve our problems and enhance our organization.

Written statements will be retyped verbatim.

KD

**Williamsburg Square Community Council
Candidate Qualification Statement
Board of Directors**

Name: GARETH DENHAM Address: 12833 Kitchen House Way

Have you ever been involved in a Homeowners Association or Community Organization previously? (Please explain) NO

What are your reasons for seeking nomination to the Board of Directors (goals, ideas)?

Goal #1: Immediately dissolve architectural committee. Simplify everything – no more approval needed for repairs. If it passes county code, its good!

Goal #2: Transparency – Put on the internet ALL financial records – every check written and current reserve balance.

Goal #3: Free, unassigned parking for everyone; new parking spaces.

What background or experience do you have which may qualify you for a Board position (jobs, organizations, occupation, etc.)? 27 years as a union employee of the largest logistics company in the world – UPS. BSBA Degree in General Business Administration. Family has owned property on Kitchen House Way since 1978. Se habla espanol.

Other ideas or comments: Goal #4 – by 1/1/2019 dissolve the Williamsburg Square HOA and turn over the neighborhood to the Montgomery County government – no more dues and let Montgomery County use our tax money to maintain the lights & roads. Common areas and playgrounds would be a public park.

Written statements are retyped verbatim.

Williamsburg Square Community Council
Candidate Qualification Statement
Board of Directors

Name: Tim Drzewiecki Address: 18146 Kitchen House Ct.

Have you ever been involved in a Homeowners Association or Community Organization previously? (Please explain)

I have been serving on the Board of Directors for the WSAP HOA since April 2016

What are your reasons for seeking nomination to the Board of Directors (goals, ideas)?

As a member of the Board of Directors my priorities would be to protect the financial security of the HOA, enhance the sense of community in WSAP, and to seek improvements on the common areas within WSAP.

What background or experience do you have which may qualify you for a Board position (jobs, organizations, occupation, etc.)?

I am an engineer by profession. During my professional and academic careers, I have served on, and also chaired, technical advisory groups, committees, and advocacy groups. This experience required me to communicate with and seek input from several stakeholders regarding policy decisions. My most pertinent experience, however, is my past experience serving on the Board of Directors for the WSAP HOA. This experience has provided me an understanding of the communities largest concerns and the overall responsibilities and function of the HOA.

Other ideas or comments:

PLEASE RETURN TO:

The Management Group Associates, Inc.
20440 Century Blvd., Suite 100
Germantown, Maryland 20874
FAX: 301-948-6663
Attention: Steve Leskowitz
Email: Sleskowitz@tmgainc.com

No later than February 16, 2018.

Written statements will be retyped verbatim.

**Williamsburg Square Community Council
Candidate Qualification Statement
Board of Directors**

Name: Byron Holston

Address: 13027 Well House Court

Have you ever been involved in a Homeowners Association or Community Organization previously? (Please explain) Yes, I have been on the WSAP HOA Board for several years.

What are your reasons for seeking nomination to the Board of Directors (goals, ideas)? To provide guidance and input on topics that affect the WSAP homeowners and those living in the community.

What background or experience do you have which may qualify you for a Board position (jobs, organizations, occupation, etc.)? My position as an Engineering Program Manager has allowed me the chance to manage development and engineering teams across a multi-function teams and at a global level.

Other ideas or comments: _____

PLEASE RETURN TO:

The Management Group Associates, Inc.
20440 Century Blvd., Suite 100
Germantown, Maryland 20874
FAX: 301-948-6663
Attention: Steve Leskowitz
Email: Sleskowitz@tmgainc.com

No later than February 16, 2018.

Written statements will be retyped verbatim.

