



The Management Group Associates, Inc.

A FULL SERVICE PROFESSIONAL PROPERTY MANAGEMENT COMPANY

February 28, 2019

SECOND NOTICE OF ANNUAL MEETING PROXY/BALLOT

Dear Williamsburg Square Homeowner:

The 2019 Annual Meeting and election of Directors of the Williamsburg Square Community Council will be held on Wednesday, March 20, 2019 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 22, 2019. 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 20, 2019. 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.

Online Voting – The Board is pleased to announce that in addition to voting by the enclosed proxy/ballot, those homeowners who submitted their email address will receive an email from Election Runner to cast their vote online. We hope you will take advantage of this new and simple procedure to cast your vote in the 2019 Annual Meeting election.

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 26, 2019 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

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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



VD

Williamsburg Square Community Council
Candidate Qualification Statement
Board of Directors

Name: John Bradfield Address: 18141 Kitchen House Court

Have you ever been involved in a Homeowners Association or Community Organization previously? (Please explain) Yes, involved with the Association as a Director for a number of years.

What are your reasons for seeking nomination to the Board of Directors (goals, ideas)? Community involvement, completing tasks, keeping community strong.

What background or experience do you have which may qualify you for a Board position (jobs, organizations, occupation, etc.)? Years working in community; Accountant by education.

Other ideas or comments: Community needs everyone's involvement.

Written statements will be retyped verbatim.

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 two terms recently and two terms in the past. I am a member of the Community Association Institute and the Washington Area Chapter. I have participated in or taken CAI courses on contracts and Board Leadership & Development.

What are your reasons for seeking nomination to the Board of Directors (goals, ideas)? I hope to continue efforts to have County pay for repairs that are theirs and not the HOA's. I want to: develop strong & effective board management, responsible financial operations; and effective communications and advocacy strategies.

What background or experience do you have which may qualify you for a Board position (jobs, organizations, occupation, etc.)? I served as a Chief Admin Officer for nearly 20 years. I am currently a member of the Senior Leadership Montgomery 2019 Cohort, finally, I am currently working for Delegate Lesley Lopez at the House of Delegates in Annapolis.

Other ideas or comments: I want to improve community infrastructure; effectively address delinquencies; increase community engagement; and draw the community closer together.

Written statements will be retyped verbatim.

**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.

**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, multiple years on WSAP Board

What are your reasons for seeking nomination to the Board of Directors (goals, ideas)? To continue adding voice and ideas for the betterment of our community.

What background or experience do you have which may qualify you for a Board position (jobs, organizations, occupation, etc.)? Multiple years on the Board, many years as Program Manager.

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 22, 2019.

Written statements will be retyped verbatim.

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 20, 2019

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.

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

	<u>Vote</u>
John Bradfield	_____
Gabe Chikes	_____
Steve Combs	_____
Byron Holston	_____
Write In: _____	_____
Write In: _____	_____

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 20, 2019 or fax to (301) 948-6663 or email to sleskowitz@tmgainc.com.

Property Owner's Signature _____

Property Owner's Name (print) _____

Property Address _____ Date _____

