



**THE HOMEOWNERS ASSOCIATION of BROOKS FARM, INC.
Annual Meeting
Saturday, March 1st
At 1:00 PM**

This notice advises you of the Homeowners Association of Brooks Farm Annual Meeting.

When: Saturday, March 1st, 2025
Time: 1:00pm
Where: Gwinnett County Public Library – Five Fork Branch
2780 Five Forks Trickum Road
Lawrenceville, GA 30044
Five Forks Meeting Room

The following items will be on the agenda:

- Verification of quorum
- Meeting called to order at 1pm.
- President's Message
- Financial Report
- Open Forum, Questions and Answers
- Election
- Adjournment

Anyone wishing to volunteer must be current on all assessments and have no balance on record. A nomination form is attached for anyone interested in volunteering. Floor nominations will also be accepted the day of the Annual Meeting. Once the nomination form is completed, please return to info@heritageproperty.com

Quorum

In accordance with your Bylaws you must have one-third (1/3) of the total Owners present at the meeting, either in person or by proxy, to constitute a Quorum. Please make every effort to attend.

If you are unable to attend in person, please complete the enclosed proxy with the name of an eligible member of the Association to vote in your place. The proxy may be given to any Board member, another owner that you know will be attending, or to Heritage Property Management Services, Inc. (500 Sugar Mill Road, Bldg. B, Suite 200, Atlanta, GA. 30350) by mail or by e-mail to info@heritageproperty.com.

All proxies need to be turned in prior to calling the meeting to order. Any remaining proxies will not be counted. If you attend the meeting where a proxy has been recorded for you, the vote will be nullified.
