



**TANYARD SPRINGS HOMEOWNERS ASSOCIATION  
2024 ANNUAL MEETING NOTICE**

May 24, 2024

Dear Tanyard Springs HOA Homeowner(s):

In accordance with Article 3, Section 3.2 of the Bylaws of the Tanyard Springs Homeowners Association, Inc. (“Association”), you are hereby notified that the Annual Meeting for the Tanyard Springs Homeowners Association will be held virtually on Tuesday, June 11, 2024 at 7:00 pm immediately following an abbreviated Board of Directors meeting that will begin at 6:30 p.m. Homeowners may join the meetings using the meeting link or call instructions which will be saved in the owner’s portal in the Annual Meeting folder ( Association/Documents/Governing Documents/Annual Meeting) along with the draft 2023 Annual Meeting minutes.

The primary purpose of the meeting is to elect three (3) homeowners to the Board of Directors, each for a two-year term. The expiring positions are currently held by Jeremy Lezama, Rosie Rivera, and Don Sickenberger. We are using the same ElectionBuddy online election system to tabulate our votes using a simple tally method. All candidates will be listed on the ballot in alphabetical order by last name in accordance with the HOA Bylaw requirements. If you have any election questions, please email ElectionBuddy Support at [tanyardsprings@electionbuddy.com](mailto:tanyardsprings@electionbuddy.com)

Attached are three (3) nomination statements that were submitted for the open Board positions. The candidates are Nakia-Hixon Sample, Rosie Rivera, & Patricia Warner. Nominations may also be made from the floor at the Meeting. All nominated candidates, other than any candidates nominated from the floor, may receive votes by the use of proxy ballots. Proxy ballots can also be used to vote for “write in” candidates. All nominated candidates, including those nominated from the floor, may receive votes by members present at the Meeting, by voting online using ElectionBuddy up until 11:59 PM on June 11, 2024.

The Association documents mandate that a quorum be reached prior to calling the meeting to order. Quorum is reached when fifteen percent (15%) of the total number of members in good standing of the Association are present, in person or by proxy. If we do not have quorum present on June 11, 2024, it will be necessary to reconvene the meeting on Tuesday, June 25, 2024 at 7:00 p.m. at the additional expense of the Association. At that time, the members present, virtually or by proxy, will be considered to constitute a quorum pursuant to Subsection 5-206 of the Corporations and Associations Article of the Annotated Code of Maryland.

As stated above, if you are unable to attend the meeting, you may attend by proxy. Using the enclosed Proxy form, you may designate a proxy to attend the Meeting in your place. You may designate this proxy to attend for quorum purposes only, to vote as you direct on the proxy form, or to vote at his/her discretion on any business that comes before the Meeting, including the election of directors. If you submit a Proxy, you may revoke it by attending the Meeting and voting online via ElectionBuddy or submitting a written notice of revocation prior to the Meeting. Only one proxy may be submitted for each home.

If you opted-in for electronic notification, you will be sent an email from ElectionBuddy in the following week inviting you to cast your vote. If not, you will receive a postcard in the mail providing voting instructions by phone or computer along with your personal access key that you must use for voting. We encourage all homeowners to participate in the election process!  
Sincerely,

*Shireen Ambush*, PCAM, CPM  
Community Manager and Agent for Tanyard Springs HOA  
Abaris Real Estate Management

*\*The Association’s Governing Documents provide that the Association may suspend an Owner’s voting rights and right to use the HOA Common Area, including the Clubhouse and Community Pool, for any period during which any Assessment remains unpaid.*

**TANYARD SPRINGS HOMEOWNERS ASSOCIATION  
2024 ANNUAL MEETING PROXY**

I/We \_\_\_\_\_ the record owner(s) of \_\_\_\_\_,  
**Homeowner(s) Name** **Homeowner(s) Property Address**

Do hereby constitute and appoint \_\_\_\_\_ as my/our true and lawful proxy holder.  
Appointed Proxy Name

*Initial your choice below:*

- A. \_\_\_\_\_ Designate the above-named proxy holder for quorum purposes only.
- B. \_\_\_\_\_ Designate the above-named proxy holder for quorum purposes, and to use my votes only as directed below.
- C. \_\_\_\_\_ Designate the above-named proxy holder for quorum purposes, and to vote his/her discretion on any matter properly before the meeting.

My/our proxy holder shall have full power of substitution and revocation to cast my/our vote, subject to any limitation given above, as if personally present at the 2024 Annual Meeting of the Association to be held on Tuesday, June 11, 2024, scheduled to begin immediately following the Board meeting at 6:30 p.m. and at all adjournments and/or continuations thereof for the transaction of any and all motions that may properly come before the meeting in accordance with the notice of the meeting..

**ELECTION OF BOARD MEMBERS**

Each owner or their assigned proxy holder will have up to three (3) votes to cast in the Tanyard Springs 2024 Annual Election. Below is a list of the candidates and spaces for additional candidate write-ins.

**Vote for no more than 3 candidates.**

- \_\_\_\_\_ Nakia Hixon-Sample
- \_\_\_\_\_ Rosie Rivera
- \_\_\_\_\_ Patricia Warner
- \_\_\_\_\_ \_\_\_\_\_ (Write-in Candidate)
- \_\_\_\_\_ \_\_\_\_\_ (Write-in Candidate)

If my/our vote is not specified, I/we understand that the proxy holder may cast my/our ballot for election of members of the Board and for other business as may come before the Association.

In witness whereof, the undersigned has/have executed this document on \_\_\_\_\_.  
**Date**

\_\_\_\_\_  
**Signature of Homeowner(s)**

\_\_\_\_\_  
**Printed name of Homeowner(s)**

\_\_\_\_\_  
**Homeowner(s) Property Address**

***\*This proxy must be signed to be effective. The undersigned hereby ratifies and confirms all that my/our proxy holder may do by virtue of this completed proxy. Give this completed Proxy to your proxy holder who plans to attend the meeting with your completed proxy in hand, or deliver this completed proxy to Association management in the manner set forth in the attached notice by 3:00 p.m. on June 11, 2024***

## TANYARD SPRINGS HOMEOWNERS ASSOCIATION CANDIDATE STATEMENTS

Below, in 250 words or less, each candidate has prepared a statement as to why they feel they would be a good fit on the Tanyard Springs Board of Directors and how they wish to best serve the community. Please review them as you cast your votes.

### **Nakia Hixon Sample**

Having been a resident of our wonderful community for 4+ years, I am deeply invested in maintaining & enhancing the quality of life we all cherish here in Tanyard Springs.

My professional background as a Facility and Project Manager has equipped me with the skills necessary to effectively review & assist with budget review, manage projects, and ensure compliance with legal requirements. Additionally, my experience serving on the Board of Directors for Mingo Matters, a non-profit organization, has given me valuable insights into workings of community governance and the importance of transparent, communicative leadership.

If elected, my primary goals will be:

1. Enhancing Community Engagement-I plan to foster open communication and encourage greater resident participation in the decision making processes, including surveys, town hall meetings, and continue with an accessible board
2. Ensuring that our HOA does continue to be used efficiently and responsibly as a top priority.
3. Improving amenities – advocating for the upkeep & enhancement of our community amenities, ensuring they remain safe & enjoyable.
4. Safety & Security – I will prioritize initiatives that will enhance the safety & security of our neighborhoods.
5. All Inclusive – I want everyone to feel a part of the community, including our youth and senior members. Creating community annual events, as well as service initiatives such back-to-school supply drives and May Day.

Transparency and accountability are the cornerstones of my approach. I believe that a thriving community is built on mutual respect, shared goals, and active participation by all members. As a board member, I will strive to be impartial and fair, listening to your needs and working tirelessly to address them. Thank you for your consideration.

Sincerely, Mrs. Nakia Hixon-Sample

# TANYARD SPRINGS HOMEOWNERS ASSOCIATION

## ROSIE RIVERA

*A passion of mine has always been giving back to the community. I have been serving on the Board now for the past 2 years in different capacity (currently serving as Board President since June 2023). I am also the Board Liaison to the Social Committee. Previously to being appointed to the Board, I served on the Social Committee (Chairperson). I believe in being completely transparent in all Board directives & decisions and continuing to work with the Social Committee providing fun energetic activities for our GREAT Community here at Tanyard Springs!!*

*With over 16 years of leadership in the US Army & as a Human Resource Manager, I wish to continue to offer the Board my experience & capabilities providing strong project planning & management skills. I've managed various project s company size elements and over 200 social events!! I will continue to serve the Board selflessly and ensure the interests of the community residents are my top priority!*

*The primary reason I would like to continue to serve is that we are now at a time when our community is undergoing several projects and am confident that my skills & experience will be an asset to the Board making the best decisions as we move forward. I hope my point of view will continue to bring a positive change for the greater good of the community. I will always strive for excellence & ensure homeowners are heard if elected. I will try to the best of my abilities to fulfill all duties as a Board member in accordance with the Bylaws of Tanyard Springs HOA.*

## PATRICIA WARNER

For a future board member, I offer a unique situation, as my children and grandchildren also live in Tanyard Springs. From this perspective, I would work to make sure the board takes into consideration the interests and needs of all generations as we have a wide variety of residents in the community.

I have a background in nursing, banking, education, and community service, having organized student international travel programs, large-scale student events, and community fund raisers. I have provided leadership as a PTA president, Chair of the Frederick Woman's Club annual Mardi Gras Dance, and HOA president in the Frederick, MD community where I lived before moving to lanyard Springs. Prior in TS, I have served as a board member, was active on the lanyard Springs social committee, and currently am on the design review committee.

My philosophy is to look for a solution, not admire the problem.

# TANYARD SPRINGS HOMEOWNERS ASSOCIATION



## **2024 ANNUAL MEETING**

**TUESDAY, JUNE 11, 2024**

**7:00 P.M.**

### **AGENDA**

- I. CALL TO ORDER
- II. PROOF OF QUORUM
- III. APPROVAL OF 2023 ANNUAL MEETING MINUTES
- IV. ELECTION (VOTING ONLINE VIA ELECTION BUDDY)
- V. REPORT FROM THE BOARD
- VI. COMMITTEE REPORTS
- VII. HOMEOWNER OPEN FORUM
- VIII. ADJOURNMENT

**TANYARD SPRINGS HOMEOWNERS ASSOCIATION, INC.**  
**ANNUAL MEETING – VIA TELECONFERENCE**  
**7:18 P.M. ON JUNE 13, 2023**

The Board of Directors of the Tanyard Springs Homeowners Association met via teleconference on June 14, 2023. The following persons were in attendance:

**BOARD OF DIRECTORS**

Thomas Trower, Treasurer  
Alysha Jackson, Vice President  
Don Sickenberger, At Large

Alyssa Shirk, President  
Rosie Rivera, Secretary

**OTHERS**

Cheryl Brownell, Assistant Treasurer  
Shireen Ambush, Abaris Realty

Mark Moorman, Abaris Realty  
Kaitlyn Ambush, Abaris Realty

**HOMEOWNERS PRESENT** – Pat Warner, Michael Warner, Mike Brown, Tomeka Holmes, Mike Stearns

**REGULAR SESSION**

**CALL TO ORDER**

Alyssa Shirk called the Annual Meeting to order at 7:21 p.m.

**PROOF OF QUORUM/NOTICE**

Shireen Ambush attested that over 15% of the common interest is represented in person, by proxy, or by electronic ballot at this meeting and therefore quorum has been established pursuant to Bylaws Article III Meetings of Members, Section 3.5 Quorum. In accordance with Article III, Section 3.4, notice was sent to all homeowners on March 23, 2023, and May 16, 2023, via physical mailing and 5 reminder notices via Frontsteps.

**MINUTES**

The minutes of the 2022 Annual Meeting were reviewed by the Board. Alyssa Shirk made a motion to approve the 2022 Annual Meeting minutes as written. The motion was seconded by Rosie Rivera and carried unanimously.

**ELECTION OF DIRECTORS**

Shireen Ambush stated that there are 4 positions on the Board that are expiring. Four homeowners will be elected to serve out the 2023-2025 term. The term for Alysha Jackson, Alyssa Shirk, and Thomas Trower are expiring, while Rosie Rivera, Jeremy Lezama, and Don Sickenberger will remain on the Board. The Board received 3 nomination applications from Alyssa Shirk, Alysha Jackson, and Jonathan Trent-Carlson. Shireen Ambush called for nominations from the floor, at which time Michael Brown nominated himself.

Shireen Ambush also noted that an additional vote to reduce the Board size to 5 members will be included in the Annual Election Vote. If the vote to decrease the size of the Board from 5 to 7 members passes, then the two (2) candidates with the highest number of votes will win the election. If the vote to decrease the size of the Board does not pass, then the four (4) candidates receiving the highest number of votes will win the election.

**TANYARD SPRINGS HOMEOWNERS ASSOCIATION, INC.**  
**ANNUAL MEETING – VIA TELECONFERENCE**  
**7:18 P.M. ON JUNE 13, 2023**

Shireen Ambush reiterated the voting process and mentioned that homeowners will have until 11:59 p.m. on June 13, 2023, to vote via Election Buddy. Following the close of the voting Election Buddy will certify the votes and provide the results to the Board and Management in the morning. After which candidates will be informed of their status and request to accept their position, after each candidate's acceptance a notice will be sent to the community via Frontsteps, and their duties will start at the next meeting scheduled for July 11, 2023.

**PRESIDENT'S REPORT**

Alyssa Shirk provided the President's Report, which is included as an attachment to the minutes.

**OPEN FORUM**

Tomoka Holmes commented on the visitor parking on Glenside Drive, and the need to restripe the parking stall lines as they are faded.

Mike Brown thanked the Board for their service and encouraged the Board to consider hybrid meetings. Mike noted that the dog park has bare areas with dirt that create a huge mud pit when it rains.

Pat Warner commented on the subject of hybrid meetings and inquired what the advantages of having hybrid meetings if only a few residents will attend the in-person meetings. Pat also suggested to the Board to enhance their communications to the community so to increase participation on the Board. Pat inquired if the vote to decrease the size of the Board will affect this years' election or next. Shireen Ambush confirmed that the

Michael Warner commented that the holiday decorations for 2022 were well received by the community and he encouraged the Board to continue the decorations for 2023. Michael also echoed Pat's comments on hybrid meetings and noted that it is easiest to have an online meeting platform to encourage the largest number of participants.

Mike Stearns requested an update on the new application to replace Frontsteps as owners still cannot see their HOA bills online.

**NEXT MEETING** – Tuesday, July 11, 2023.

**ADJOURNMENT**

Alyssa Shirk adjourned the Annual Meeting at 7:53 p.m.

---

**SIGNATURE**

---

**DATE**

**TANYARD SPRINGS HOMEOWNERS ASSOCIATION, INC.**  
**ANNUAL MEETING – VIA TELECONFERENCE**  
**7:18 P.M. ON JUNE 13, 2023**

**PRESIDENT’S REPORT:**

In the past year, the Board has done a lot of work to make progress on the sink holes and drainage issues. The current plan is to do it in smaller sections to spread out the cost. The first section, the Timbercross area, was approved earlier this year to move forward in the process. The Timbercross was selected as it has some of the worst areas. This project is a costly item, however, it is a necessary item that will likely take years to complete.

The Board has also started the process to slowly replace the flowerbeds with native plants that will return year after year. These plants are also more tolerant to the local weather, soil, and plant illnesses in the area. This means we are spending less time fertilizing and watering and less time in over all care for the plants. In the long run it saves us money. The initial planting is slightly more expensive than what the community has previously spent in recent years, however, since they come back each year it will save us money in the years to come. The plants are selected so that there is always something in bloom in each bed throughout the year. The first several years there may not be much flowering as they are young plants. Most will bloom the following year after planting with a select few species that will likely need 2 years. These plants will also attract native insects and wildlife providing a beautiful learning experience for the children in the community. My personal favorite is the Winterberry Bush. As the name says, it will have bright red berries in the winter. For the first time ever, we will have some sort of color in winter. Those berries will also feed the local birds for the first part of winter. Some of the birds you will see eating the berries are Eastern Bluebirds, Wood Thrushes, American Robins, and Cedar Waxwings.

We have also made headway with the concrete settlement with Lennar. Lennar has sent over an offer and we have returned a counter offer. More information on this will be released as soon as we can. As a reminder, this is a legal matter which is why we are limited on what we can release other than, it’s in the works.

I know some here will want to ask the question, “What are the Board’s goals in the next year.” For me personally that is a hard thing to answer especially since as of right now, most of the Board here today, may not be on the Board going forward depending on how the voting goes. Regardless of who is on the board, I hope they continue to work on the settlement with Lennar, continue to fix the sinkholes and drainage issues, and continue to improve on the turf and flower beds in a way that improves the view of the community but also is financially smart in the long term. Another project I would like to look into is an update to the furniture and overall design of the clubhouse. The current set up is as original as anyone can remember.

Alyssa Shirk