



## TANYARD SPRINGS HOMEOWNERS ASSOCIATION 2023 ANNUAL MEETING NOTICE – CALL FOR CANDIDATES

March 27, 2023

Dear Tanyard Springs Homeowner(s),

The Annual Meeting for the Tanyard Springs Homeowner Association, Inc. has been scheduled for Tuesday, June 13, 2023 at 7:00 pm and is being held via Go To Meeting and the meeting call instructions will be posted on FrontSteps. The purpose of the meeting is to elect four (4) homeowners to the Board of Directors and to provide information on the status of the community.

In accordance with the Bylaws, there are currently four (4) Director seats open each for a two-year term. The Board of Directors has decided to add a separate ballot option to decrease the size of the Board to back to five (5) Directors, as allowed for in the governing documents. Individuals interested in running for a position on the Board, must be an owner in good financial standing and must submit the attached Petition for Candidacy and Candidate Statement Form no later than 5:00 p.m. on Friday, May 12, 2023.

All homeowners will receive a formal notice of the Annual Meeting and an election package shortly after the deadline for candidate nominations has passed. The packet will include information on the candidates who are running for election as well as electronic voting instructions.

We encourage all homeowners to attend the virtual Annual Meeting to learn more about the community, to meet neighbors, and to become involved in the Association. In order to hold the Annual meeting, the quorum requirement of 15% of the total number of votes must be met by virtual attendance or by proxy. All homeowners are urged to vote!

If you have questions concerning the Annual Meeting, you may contact us via FrontSteps work order or by emailing [tanyardsprings@abarisrealty.com](mailto:tanyardsprings@abarisrealty.com) We look forward to your participation in this year's virtual Annual Meeting!

Sincerely,

Shireen Ambush, PCAM, CPM  
Property Manager for Tanyard Springs HOA  
Abaris Realty, Inc.



## 2023 ANNUAL ELECTION GENERAL INFORMATION

The following are important dates and explanations of each aspect of the annual election:

- **3/23 Call for Candidates** – There are four open positions this year, and any homeowner in good financial standing in the Tanyard Springs HOA can submit a petition to run.
- **5/12 Petition for Candidacy Statements Due** – Management will then post the Petitions for Candidacy on FrontSteps for homeowners to review.
- **5/19 Send email notices** – ElectionBuddy will first send an email notice to all homeowners with documented emails on file. This is done as a no cost step and any homeowner that votes via this method will not receive a physical notice, saving on HOA costs.
- **5/19 Send physical notices** – ElectionBuddy will send a physical notice to all homeowners who do not have a documented email on file or did not respond to the initial email invitation to vote.
- **TBD Meet the Candidates** – This is an informal event in which residents and candidates can get to know each other.
- **6/13 Election / Annual Meeting** – The 2023 Annual Meeting includes the election of new Board members. At this meeting, all votes will be tallied and will determine who is elected to the Board of Directors. This is also the time and place for homeowners to come speak during the Open Forum about any and all issues around the community.
- **6/16 Send secondary notices** – ElectionBuddy will send an additional notice to all homeowners who have yet to vote if quorum has not been met.
- **7/11 Reconvened Election** – If quorum is not reached at the June 13, 2023 meeting, a reconvened meeting will be held on this date. Whatever numbers present will constitute as quorum.

The applicable governing document information is below. The full governing documents can also be found on FrontSteps under Documents > Governing Documents.

### **Declaration of Covenants, Conditions and Restrictions for Tanyard Springs Homeowners Association, Inc.**

#### **ARTICLE 4**

#### **MEMBERSHIP AND VOTING RIGHTS**

**Section 4.1. Membership.** Every Owner of a Residential Unit shall be a member of the HOA, provided, however, that any person, group of persons, corporation, partnership, limited liability company, trust or other legal entity who or which hold an interest in a Residential Unit solely as security for the performance of an obligation shall not be a member of the HOA solely on account of such interest. Membership in the HOA shall be appurtenant to and may not be separated from ownership of any Residential Unit.

**Section 4.2. Voting Rights.** The Owner of each Residential Unit shall be entitled to cast one (1) vote in the affairs of the HOA, provided that no Owner of a Residential Unit, other than Declarant, shall have more than ten (10) votes, regardless of the number of Residential Units owned by such Owner. The vote for each Residential Unit shall be exercised as the Owner or Owners of such Residential Unit determine, but in no event shall more than one (1) vote be cast with respect to any Residential Unit. Any Owner of a Residential Unit that leases its Residential Unit may, in the lease or other written instrument, assign the voting right appurtenant to that Residential Unit to the lessee, provided that a copy of such instrument is furnished to the HOA.

# Bylaws of Tanyard Springs Homeowners Association, Inc.

## ARTICLE 3 MEETINGS OF MEMBERS

**Section 3.1. Membership Defined.** As set forth in Article 4 of the Declaration, each Owner of a Residential Unit within the Property is a member of the HOA.

**Section 3.2. Annual Meetings.** The first annual meeting of Owners shall be held within twelve (12) months from the date of filing of the Articles of Incorporation of the HOA and each subsequent regular annual meeting of Owners shall be held on the same day of the same month of each year thereafter or on such other date as may be selected by the Board of Directors.

**Section 3.5. Quorum.** At any meeting of the HOA at which a vote is to be taken, the presence of Owners representing, or of proxies representing, at least fifteen percent (15%) of the total votes entitled to be cast by all Owners shall constitute a quorum for any action by the Owners of the HOA, except as otherwise provided in the Articles of Incorporation, the Declaration or these Bylaws. If, however, such quorum shall not be present or represented at any meeting, Owners entitled to vote thereat shall have the power to adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum as aforesaid shall be present or be represented.

**Section 3.6. Voting.** At every meeting of Owners, each Owner or such Owner's proxy shall have the right to cast the number of votes specified in Article 4 of the Declaration. ...No Owner shall be eligible to vote, either in person or by proxy, or serve on the Board of Directors, who is shown on the books or management accounts of the HOA to be more than sixty (60) days delinquent in any payment due to the HOA.

**Section 3.7. Absentee Ballots.** Any unsigned absentee ballot, to be valid, shall be received in a signed, sealed envelope bearing the identification of the Residential Unit on the outside, and shall be opened only at a meeting at which all candidates or their delegates have a reasonable opportunity to be present.

**Section 3.8. Proxies.** At all meetings of Owners for which a vote is to be taken, each Owner may vote in person or by proxy. Every proxy shall be revocable and shall automatically cease upon conveyance by the Owner of such Owner's Residential Unit, and no proxy shall be valid after eleven (11) months from its date, unless otherwise provided in the proxy. All proxies shall be in writing, in such form as is approved by the Board of Directors, which approval may not be unreasonably withheld, and shall be filed with the Secretary of the HOA before the appointed time of each meeting. Any written proxy which conforms with the applicable laws of the State of Maryland shall be deemed to be satisfactory and approved as to form by the Board of Directors. A nondirected proxy may be counted toward a quorum and may vote on any matters of business, unless otherwise provided by applicable law.