

# BRIAR GROVE

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*Homeowners Association, Inc.*

*3500 W. Davis, Suite #190, Conroe, TX 77304*

*Phone: 936-756-0032*

Dear Briar Grove HOA Residents:

Our community will soon hold our yearly election of Board members and will introduce our ACC volunteers. We invite you to consider service on the Briar Grove HOA Board of Directors or the Architectural Control Committee (ACC). All Board positions are elected for service starting in January of each year and serve a two (2) year term and all ACC positions are volunteer for one (1) year. If elected to the Board, those members will decide what position each will hold in executive session. In other words, you run for the term of two years, then decide amongst each other what office/position you would like to hold. If you are volunteering for the ACC, you will decide who would like to be the Chairman or who would be the main communicator for the committee. The Board will decide when and how often they would like to meet to review financials, address deed violations and any neighborhood concerns. A strong and active Board is the hallmark of a great neighborhood!

If you are interested in running for a position on the Board or volunteering for the ACC Committee, please fill out the enclosed Volunteer Form which is also located on Briar Grove's website ([www.briar-grove.com](http://www.briar-grove.com)) under 'HOA Meetings' and send in to Shelly Wich (Wick) at IMC by email at [shellywich@imcmanagement.net](mailto:shellywich@imcmanagement.net), or by regular mail. Please note that if there are no volunteers to serve on the ACC Committee, in accordance with the new laws, the Board will have to hire a third-party service for all application reviews which will be an added charge paid by the homeowner. Should you have any questions, please feel free to contact Shelly at IMC at 936-756-0032.

***Your volunteer form will need to be submitted no later than November 28th at 5:00 p.m. The ballots will be mailed out Tuesday, November 29th.***

We will need a quorum of the members (10% or 37 owners) to conduct business at this Annual Meeting. If you do not plan on attending, please be sure to fill out 'Option 2' when you get your ballot; you can appoint one of your neighbors or a current Board member to vote on your behalf. If you do not want to vote but want your ballot counted for quorum purposes, you would still fill out 'Option 2' but leave the "appoint" blank empty. If you have any questions, feel free to contact Shelly at IMC.

***New this year, the Board will be utilizing an online voting system for all owners to participate prior to the meeting. Please contact Shelly Wich to update or provide your email to ensure you receive the online voting link.***

We look forward to receiving your 2022 Board or ACC Volunteer Application. Whether you decide to run for a position or not, we hope you will take an active interest in the selection process by filling out your ballot and voting. More information to come!

Every vote counts!

Sincerely,

*Your Board of Directors for Briar Grove HOA*

On behalf of Shelly Wich, Briar Grove HOA Community Manager

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## Volunteer Application

I am volunteering for:

- Nomination to the Board of Directors (2-year term)
- Nomination to the ACC Committee (1-year term)
  
- I am an owner of record

Outside-activities:

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I think I would be an asset for this position because:

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Signed

Date

Address

Email

This form may be mailed to the address above, emailed to [shellywich@imcmanagement.net](mailto:shellywich@imcmanagement.net) or delivered in person to IMC at the address above.