

# STERLING GREEN COMMUNITY IMPROVEMENT ASSOCIATION

## 2025 NOTICE OF ANNUAL MEETING OF MEMBERS

Notice is hereby given of the Annual Meeting of Members of STERLING GREEN COMMUNITY IMPROVEMENT ASSOCIATION (the "Association"), a Texas non-profit corporation. The 2025 Annual Meeting will be held at the following place, date, and time:

- Place of Meeting:** Pavilion (located at 14807 S. Silver Green Dr.  
Houston, Texas 77015)
- Date of Meeting:** March 3rd, 2025
- Time of Meeting:** 7:00 p.m.; sign-in starts at 6:00 p.m. **(Ballots must be submitted no later than 7:15 p.m.)**

This meeting will be held in accordance with the By-Laws to elect three (3) Directors for a term of two (2) years; and to discuss any matters that should properly come before the meeting in accordance with the By-Laws. In connection with the election, a notice of solicitation was sent to all owners asking those individuals who were interested in serving on the Board to indicate so in writing. The following individuals have submitted notices to the Association of their desire to serve:

Mirella Moreno - Incumbent  
Pamela Branch  
Andy Garza  
Cesarea Gutierrez  
Mary Mata

### THERE ARE TWO (2) OPTIONS TO CAST VOTE: VOTE BY ASSIGNING A PROXY OR IN PERSON

#### OPTION 1 - VOTE BY PROXY

Choose your "PROXY HOLDER" (VOTES ON YOUR BEHALF) if you are **NOT** attending the 2025 Annual Meeting.

Your **PROXY HOLDER** must be present at the meeting with a valid ID to cast a vote on your behalf. You must submit your proxy **BY FEBRUARY 24, 2025 AT 12:00 NOON** to ensure your proxy holder is able to cast a vote on your behalf at the meeting.

#### You may return your proxy form by:

1. Email - You may scan and email your **completed** proxy to [sgciaproxies@gmail.com](mailto:sgciaproxies@gmail.com)
2. Regular USPS Mail - **Sterling Green CIA, P.O. BOX 896, Channelview, Texas 77530**
3. Drop Off – Fully Executed proxy may also be dropped off at **Sterling Green CIA, 14807 S. Silver Green, Houston, Texas 77015. "PROXY BOX ONLY"**. The box is located at the office entrance. This would be located through the iron gates in a black box to the left marked "**PROXY BOX ONLY**"

#### OPTION 2 - VOTE IN PERSON – WE WILL SEE YOU MARCH 3<sup>RD</sup>, 2025

If you **ARE** attending the meeting, please read the instructions below

**AT THE MEETING:** You will submit your ballot to Sterling Green CIA (and its representatives/volunteers) during sign-in at the Annual Meeting on March 3rd, 2025, starting at 6:00 (Meeting Starts at 7:00 pm - Ballots must be submitted no later than 7:15 p.m.) forward in a timely manner. Blank ballots will be provided at the meeting.

**STERLING GREEN COMMUNITY IMPROVEMENT ASSOCIATION**

2025 Annual Meeting of Members

**PROXY**

- **IMPORTANT NOTE:** This proxy is **NOT A BALLOT**. Completing this form **WILL NOT** cast a vote in the election for you. It will only designate a person that may vote on your behalf (“**PROXY HOLDER**”).
- Absentee voting is **NOT ALLOWED** in the election. Attempting to cast a ballot outside of the meeting **WILL BE VOID AND NOT COUNTED**.
- There are **ONLY** two (2) options to vote: **BY PROXY OR IN-PERSON**

**NOTE: YOUR PROXY WILL BE VOID IF THIS FORM IS NOT COMPLETED AS INSTRUCTED**

**INSTRUCTIONS TO FILL OUT PROXY:**

1. ASSIGN PROXY – Write in the person you want to designate as your “**PROXY HOLDER**” (**MUST BE FILLED OUT WITH THE NAME OF THE OWNER/RESIDENT/PERSON ATTENDING THE MEETING ON MARCH 3<sup>RD</sup>, 2025 – THIS PERSON WILL VOTE ON YOUR BEHALF**).
2. **YOUR PROXY HOLDER MUST BE PRESENT AT THE MEETING WITH PROPER ID TO VOTE ON YOUR BEHALF.**
3. “**PROXY HOLDER**” is authorized to cast one vote for each of the three (3) nominees that you have marked below. If less than three nominees are marked, your “**PROXY HOLDER**” is **only** allowed to cast one vote for each of those candidates so marked. If no candidates are selected, your proxy holder may vote as he or she sees fit.
4. Write in the date, your name, address, and sign the proxy.
5. Return the proxy as stated in the notice by **FEBRUARY 24TH, 2025 AT 12:00 NOON**.

**PROXY HOLDER DESIGNATION**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned owner(s) of property in Sterling Green do hereby revoke any previous proxies and appoint (“**PROXY HOLDER**”) \_\_\_\_\_ as my proxy to act and vote on my behalf at the Annual Meeting to be held on March 3rd, 2025, and any reconvened or rescheduled meeting. This proxy is revocable by the owner at any time before it is exercised. Unless sooner terminated, this proxy shall terminate automatically upon the final adjournment of the 2025 Annual Meeting for which it is given. My proxy holder is authorized to cast one vote for up to three candidates as marked below. If no candidates are selected, my proxy holder is authorized to cast a vote as he or she sees fit.

- Mirella Moreno     
  Pamela Branch     
  Andy Garza  
 Cesarea Gutierrez     
  Mary Mata     
  \_\_\_\_\_  
 Write - In

**QUORUM OPTION (ONLY CHECK IF YOU DO NOT WANT TO VOTE AND ONLY WANT TO HELP ESTABLISH QUORUM WITH THIS FORM):** This proxy is for the sole purpose of establishing a quorum of owners. I abstain from casting a vote for the board of directors or for any other matters that may come before the meeting.

Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Owner Name - Signature: \_\_\_\_\_

Owner Name - Printed: \_\_\_\_\_

Community Address: \_\_\_\_\_