

PLYMOUTH COMMONS HOMEOWNERS ASSOCIATION
P.O. Box 700904
PLYMOUTH, MI 48170
[HTTPS://PLYMOUTHCOMMONS.INFO/](https://plymouthcommons.info/)

BOARD:
Brienne Buford
Jared Burniac
Windy Harris
Sean Laycock
Clinton Mikel

March 4, 2020

NOTICE OF ANNUAL HOMEOWNERS MEETING AND OPEN BOARD POSITIONS

SENT VIA: (1) MAIL; (2) FACEBOOK GROUP POSTING; (3) EMAIL; AND (4) WEBSITE POSTING

Reminder that dues (\$350) must be paid by March 31. You can pay by check to Plymouth Commons Homeowners Association, P.O. Box 700904, Plymouth, MI 48170, or by Paypal (pchoadues@gmail.com), or by CashApp (\$PCHOAdues). Regardless of how you pay, you MUST note your name and home address.

Note for PayPal, please select the "Friends and Family" payment option - otherwise, either you or the HOA will incur fees. If the HOA incurs fees, those will be passed back to the homeowner.

Dear PCHOA Member,

Our Annual Homeowners Meeting is scheduled for March 18, 2020, at 7 pm, at Plymouth Township Hall (9955 N Haggerty Rd, Plymouth, MI 48170). This Notice is given in accordance with the HOA's Bylaws and the Michigan Nonprofit Corporations Act.

Pizza and wings will be provided!

At the HOA Meeting we will, most importantly, be electing directors.

ELECTION OF DIRECTORS

The 2019 Board conducted a ballot election. George Ghareeb, Windy Harris, and Clinton Mikel were elected beginning in the 2020 calendar year.

Subsequently, two board members resigned. After those board members resigned, the remainder of the Board appointed two-interim board members, Jared Burniac and Sean Laycock. (Bylaws, Article VI § 4).

The current composition of the Board is:

<u>Board Member #</u>	<u>Name</u>	<u>3 Year Board Term Expires</u>
1	Brianne Bruford (briehanlon@gmail.com)	Dec. 2020
2	INTERIM APPOINTEE – Sean Laycock	Dec. 2020
3	INTERIM APPOINTEE – Jared Burniac	Dec. 2021
4	Windy Harris (Kissktore@gmail.com)	Dec. 2022
5	Clinton Mikel (cmikel@thehelp.com)	Dec. 2022

The Board will seek a vote on the two interim board appointments at the HOA meeting. (Bylaws, Article VI § 4). **The Board is seeking anyone else who would like to be a candidate.**

Current candidates for the two (2) open board positions are:

1 **Sean Laycock** – Current Interim Board Member –

I am asking for support to fill the currently empty board seat. I would like to thank the former board members for their efforts on behalf of the neighborhood. I am interested in this position to continue to enhance our community to the benefit of all residents, while maintaining the fiscal discipline we have exhibited in the past. We have been proud residents of the community over the last two years and look forward to being here for many years to come.

2 **Pat Hannon**

Wife: Jean Hannon (past HOA Board Member and President)

Lived in Plymouth Commons since 1995

Reside: 12243 Howland Park Drive Lot #36 Plymouth Commons

Relevant Experience/Expertise:

Small Business Owner -PATH Consulting – Strategic Planning; Leadership Team Development, Solution based problem solving, Project Management and Change Management

BSA Scoutmaster -12years

Board of Director -Downriver Recycling Center

Hobbies

Cycling, Golfing, Cooking and entertaining

Core Desire for Role on Board

The best neighborhoods I have experienced are those with a tight sense of community more than nice facilities and lawns. How we care and support each other is the most important thing I look for in a community. When we first moved here in 1995, Plymouth Commons was a vibrant close knit and active neighborhood. Over 20 years, life happened and the social connections waned. I have been extremely pleased to see a resurgence of our social vibrancy in the last 2-3yrs. It is my hope that as a member of the Board I will continue supporting Plymouth Commons as a community of excellence.

If anyone else desires to run, let us know. You can even announce your desire at the HOA meeting. If you get us your information early enough, we will try to send a mass email and do a Facebook post regarding your candidacy.

We will also conduct the following business at the HOA meeting:

- 1 Roll Call
- 2 Proof of notice of meeting or waiver of notice
 - a. Bylaws, Article V § 4 – “serve a notice of each subsequent annual or special meeting, stating the purpose thereof as well as the time and place where it is to be held, upon each members of record, at least ten (10) days prior to such meeting.”
- 3 Reading of minutes of preceding meeting
- 4 Update on Recent Board Activity
- 5 Reports of Officers
- 6 Reports of committees
- 7 Election of inspectors of election
- 8 **ELECTION OF DIRECTORS (see above)**
- 9 Approval of annual budget established by the Board
- 10 Unfinished business
- 11 New business

Please attend and vote! We need attendance so that we can have a vibrant and engaged HOA. And, we need a quorum:

“[T]he presence in person or of proxies entitled to cast sixty (60%) percent of all the votes will constitute a quorum. In the event the required quorum is not present at such meeting, another meeting may be called upon notice as set forth herein, and the required quorum at such subsequent meeting will be fifty (50%) percent of the required quorum at the preceding meeting.”

Voting will be by secret ballot, unless a nomination is made orally. Each homeowner (1 vote per lot) will be given a tear-off sheet with the names of all candidates, and extra sheet for write-in.

Two votes for two separate candidates will be cast by each homeowner. The top-2 vote getters will be elected to the Board, with the top vote getter taking the longer term.

If you cannot attend the meeting, you may execute a proxy (again, one (1) vote per lot). A proxy form is attached. Proxy forms MUST be returned/received by 8:30 am on March 18, 2020, to:

By Mail: P.O. Box 700904, Plymouth, MI 48170

By Email: PCHOAdues@gmail.com

By Fax: (248) 996-8525

If you would like, you can also vote in writing *prior to* the March 18, 2020, meeting, by using the attached form. **Again, the forms must be received prior to 8:30 am on March 18, 2020, at one of the address(es) above.**¹

We really appreciate our community, and the service of our excellent former-and-current Board members.

Yours truly,
The Plymouth Commons HOA Board
Jared Burniac
Sean Laycock
Windy Harris
Brienne Buford
Clinton Mikel

Enclosure(s)

¹ Note that if you vote in this manner, your vote will be known to the election inspector and the Board, but will otherwise remain secret.

++++PROXY FORM++++

The undersigned (the “Homeowner”) appoints [redacted] as proxy, and authorizes him/her to represent the Homeowner and to vote in his/her discretion on all matters, including the election of directors, at the meetings of the Homeowners of Plymouth Commons Homeowners Association (the “HOA”), unless this Proxy is suspended or terminated. This Proxy may be suspended or revoked, and this Proxy will terminate, only in the manner described below or as the HOA may otherwise direct in writing.

The Homeowner may suspend this Proxy only (1) by executing and delivering to the HOA, by 8:30 a.m. on the date of each meeting of the HOA’s members, another proxy dated after the date of this proxy, or (2) by attending each meeting, registering and voting in person. This Proxy will otherwise remain in effect for all other meetings of the HOA’s members, unless suspended or terminated.

This proxy will terminate only (1) upon revocation by the Homeowner, or (2) automatically upon the expiration of 3 years following the date of this Proxy, whichever occurs first. The Homeowner may revoke, suspend, or terminate this Proxy only by giving written notice of revocation, suspension, or termination (as applicable) to the Corporation at:

By Mail: P.O. Box 700904, Plymouth, MI 48170
By Email: PCHOAdues@gmail.com
By Fax: (248) 996-8525

The proxy must be *received* by 8:30 a.m., on the date of each meeting of the Corporation’s Homeowners.

Upon termination, this Proxy will be null and void.

Dated: _____

Signature: _____

Homeowner Name (Please Print): _____

Subdivision Address: _____

IMPORTANT: FAILURE TO COMPLETE ENTIRETY OF FORM RENDERS THIS PROXY NULL AND VOID. PLEASE COMPLETE, SIGN, DATE AND PROMPTLY RETURN THIS PROXY CARD TO THE HOA, AT THE ADDRESS(ES) ABOVE, PRIOR TO 8:30 AM ON THE DATE OF THE MEETING.

WRITTEN VOTE FORM

Please select *two (2)* candidates below by placing an “X” by the candidate’s name, or by writing in a candidate. You may only vote once per candidate. If you vote via this written form, you may not vote at the HOA meeting or by proxy.

Sean Laycock: _____

Pat Hannon: _____

Write-in: _____

Write-in: _____

This voting form must be returned to:

By Mail: P.O. Box 700904, Plymouth, MI 48170

By Email: PCHOAdues@gmail.com

By Fax: (248) 996-8525

And *received* prior to 8:30 a.m. on March 18, 2020.

Dated: _____

Signature: _____

Homeowner Name (Please Print): _____

Subdivision Address: _____

IMPORTANT: FAILURE TO COMPLETE ENTIRETY OF VOTING FORM RENDERS IT NULL AND VOID. PLEASE COMPLETE, SIGN, DATE AND PROMPTLY RETURN THIS VOTING FORM TO THE HOA AT THE ADDRESS(ES) ABOVE, PRIOR TO 8:30 AM ON THE DATE OF THE MEETING.