

**NOTICE OF ANNUAL MEMBERSHIP MEETING OF
CASTLE RIDGE ESTATES PROPERTY OWNERS' ASSOC. OF ODESSA, INC.**

6:30pm, Thursday, April 24, 2025
First Basin Credit Union
7100 E Highway 191
Odessa, TX

Castle Ridge Estates Property Owners' Association of Odessa, Inc. has scheduled its 2025 Annual Membership meeting. It is important that you attend. The meeting will be held at 6:30pm.

The purpose of this meeting is to elect Directors for the Association and to consider specified amendments to the deed restrictions. The following are the current elected Board of Directors:

Joe McBride
Laurent St. Louis
Tom Hansen

We have provided three ways for you to vote. First, attend the meeting to vote and discuss anything that comes before the Association. This is the best way for you to see what is going on with your Association and give your voice, so we highly encourage you to attend and participate in the discussion. Second, you may assign your vote to another person attending the meeting by using the Membership Proxy. Third, we have attached an absentee ballot for you to fill out, sign, and return. This is the only statutory way of casting an absentee ballot, so if you would like to exercise this option, please fill out the form completely. **If you are unable to attend, please either assign a proxy to someone attending the meeting or fill out the attached absentee ballot and send it in.**

April 24th, 2025 - MEETING AGENDA

6:30pm Registration of members present in person or by proxy

6:45pm Call to Order, President
Verification of Quorum
Nomination of Board Members
Vote on Board Members
Discuss Agenda Items

Enclosures: Membership Proxy
Absentee Ballot
Notice of Board of Directors' Meeting – April 24, 2025

CASTLE RIDGE ESTATES PROPERTY OWNERS' ASSOC. OF ODESSA, INC.

NOTICE OF BOARD OF DIRECTORS' MEETING – April 24, 2025

This is to inform you that the Board of Directors ("Board") for the Castle Ridge Estates Property Owners' Association of Odessa, Inc. ("Association") plans to hold a regular Board Meeting. This meeting will take place immediately after the Annual Membership Meeting on April 24th, 2025, at the First Basin Credit Union, located at 7100 E Highway 191, Odessa, TX.

During the Board Meeting on April 24th, 2025, the Board may discuss and/or take formal action on the following items:

APPROVAL OF MINUTES

1. Approval of Minutes from previous meetings.

OLD BUSINESS

1. There are no old business items to discuss.

NEW BUSINESS

1. Confirming the presence of a quorum.
2. Nominating officers for the new term.
3. Voting on officer appointments.
4. Ratifying decisions made in previous Board of Directors' meetings.
5. Discussing future steps for park enhancements.

Please note that all Board of Directors' meetings are open to members of the Association. However, the Board reserves the right to adjourn and reconvene in a closed executive session to address matters involving personnel; pending or threatened litigation; contract negotiations; enforcement actions; confidential communications with the Association's attorney; privacy concerns of individual owners; and/or other confidential issues as requested by affected parties and agreed upon by the Board.

**Sincerely,
The Board of Directors**

CASTLE RIDGE ESTATES PROPERTY OWNERS' ASSOC. OF ODESSA, INC.
ABSENTEE BALLOT

ANNUAL MEMBERSHIP MEETING – April 24, 2025

The undersigned member of the Castle Ridge Estates Property Owners' Association of Odessa, Inc. (the "Association"), being entitled to vote at the Association's Annual Membership Meeting on April 24, 2025, hereby cast my vote(s) as set forth below. No one shall be cast for any issue(s) not marked below:

NOTICE REQUIRED BY SECTION 209.00592
OF THE TEXAS PROPERTY CODE

By casting your vote via absentee ballot, you will forgo the opportunity to consider and vote on any action from the floor on these proposals, if a meeting is held. This means that if there are amendments to these proposals, your vote will not be counted on the final vote on these measures. If you desire to retain this ability, please attend any meeting in person. You may submit an absentee ballot and later choose to attend any meeting in person, in which case any in-person vote will prevail.

ELECTION OF DIRECTORS

The following individuals have been nominated for election to the Board of Directors. Please cast your vote for up to **3 candidates** by marking an "X" next to the name of the appropriate number of candidates. If you cast more than the permitted number of votes for candidates, your ballot will be invalid.

_____ Joe McBride
_____ Laurent St Louis
_____ Tom Hansen
_____ Babatunde Jinadu
_____ Other: _____
_____ Other: _____

**** For this Absentee Ballot to be effective, you must sign below and on or prior to April 17, 2025, return your completed, signed Absentee Ballot to the Association by mail to Castle Ridge Estates Property Owners' Association of Odessa, Inc., Attn: Joe McBride, PO Box 12806, Odessa, TX 79768, or a signed copy can be emailed on or prior to April 23, 2025 to CastleRidgePOA@gmail.com.

IF THIS ABSENTEE BALLOT RELATES TO A VOTE WHICH YOU ARE ENTITLED TO CAST BY PROXY, YOU MUST ENCLOSE WITH THIS BALLOT THE PROXY FOR WHICH THIS ABSENTEE BALLOT IS BEING CAST.

Please indicate your printed name and address below:

Date: _____, 2025

Owner's Signature(s): _____

Owner's Printed Name(s): _____

Owner's Property Address: _____

A COMPLETED ABSENTEE BALLOT OR MEMBERSHIP PROXY CAN BE
RETURNED

IF ON OR BEFORE APRIL 17, 2025 BY MAIL TO:

Castle Ridge Estates POA of Odessa, Inc.
Attn: Joe McBride
PO Box 12806
Odessa, TX 79768

OR BY EMAIL ON OR BEFORE APRIL 23, 2025 TO:

CastleRidgePOA@gmail.com

This notice is issued by the authority of the Board of Directors of Castle Ridge Estates
Property Owners' Association of Odessa, Inc.

We look forward to your presence and input at the Annual Membership Meeting and thank
you for your continuing interest in our community.

Sincerely,

The Board of Directors

Enclosures: Membership Proxy
Absentee Ballot
Notice of Board of Directors Meeting – April 24, 2025

CASTLE RIDGE ESTATES PROPERTY OWNERS' ASSOC. OF ODESSA, INC.

MEMBERSHIP PROXY

By this Proxy, the undersigned member(s) of the Castle Ridge Estates Property Owners' Association of Odessa, Inc., a Texas corporation (the "Association"), hereby appoints _____ as the undersigned member(s) true and lawful proxy with full powers of substitution for purposes of establishing a quorum and to represent and cast votes in said corporation at the Annual Membership Meeting of the Members to be held on April 24, 2025, or any adjournment thereof (the "Annual Meeting"), for any and all such other business as may properly come before the members at such Annual Meeting. If no name is placed in the above blank, the undersigned member(s)' proxy will be considered given to whomever is President of the Association at the commencement of such Annual Meeting.

This proxy shall be considered automatically withdrawn if one or more of the undersigned members: (1) actually attends such Annual Meeting; (2) signs and delivers to the Association a written notice of revocation of this proxy prior to such Annual Meeting; or (3) signs and delivers to the Association a written proxy to someone else, dated later than this proxy. Any proxy and any revocation of a proxy to someone else, dated later than this proxy. Any proxy and any revocation of a proxy must be received by the Association prior to the commencement of such Annual Meeting to be valid. A completed proxy or a revocation of a proxy may be delivered by mail to **the Castle Ridge Estates Property Owners' Association of Odessa, Inc., Attn: Joe McBride, PO Box 12806, Odessa, TX, 79768** or emailed to **CastleRidgePOA@gmail.com** or hand delivery to any of the Directors of the Association at such Annual Meeting prior to commencement of the meeting. If you are mailing the proxy to the President of the Association, please deposit it in the mail by April 17, 2025 or email by April 23, 2025. If a written proxy sent by mail is not received by the Association prior to 5pm on the last business day preceding the date of the annual meeting, it will not be effective or considered valid.

The proxy holder designated above () may or () may not (check one) assign this proxy to another person if the proxy cannot, for some unexpected reason, attend the Annual Meeting. If no box is checked, by default the proxy holder will be allowed to assign this proxy to another person.

THIS PROXY IS ONLY VALID FOR BUSINESS THAT WILL BE CONDUCTED BY THE ANNUAL MEETING OF THE ASSOCIATION TO BE HELD ON APRIL 24, 2025 AND FOR ANY ADJOURNMENT THEREOF IN ACCORDANCE WITH THE BYLAWS OF THE ASSOCIATION.

Date: _____, 2025

Owner's Signature(s): _____

Owner's Printed Name(s): _____

Owner's Property Address: _____

A member who signs a Membership Proxy may revoke it at any time before it is voted. If a member signs more than one Membership Proxy, the later dated Membership Proxy shall revoke the earlier one. If a member signs a Membership Proxy and then registers to vote in person at the Annual Membership Meeting, the Membership Proxy will be automatically revoked.

A COMPLETED MEMBERSHIP PROXY CAN BE RETURNED EITHER BY

MAIL TO BY April 17, 2025:

Castle Ridge Estates Property Owners' Association of Odessa, Inc.
Attn: Joe McBride
PO Box 12806
Odessa, TX 79768

EMAIL TO BY April 23, 2025:

CastleRidgePOA@gmail.com

OTHERWISE, A COMPLETED MEMBERSHIP PROXY MUST BE BROUGHT TO THE MEETING AND PRESENTED TO THE BOARD OF DIRECTORS PRIOR TO THE MEETING BEING CALLED TO ORDER. NO MEMBERSHIP PROXY WILL BE ACCEPTED AFTER THE MEETING IS CALLED TO ORDER.

This notice is issued by the authority of the Board of Directors of Castle Ridge Estates Property Owners' Association of Odessa, Inc.

We look forward to your presence and input at the Annual Membership Meeting of the Association and thank you for your continuing interest in our community.

Sincerely,

The Board of Directors