



**The Second Gate Post Estates
Homeowners Association
P.O. Box 1081
Centreville, VA 20122**

Subject: *Annual Meeting Announcement – Proposed 2024 Budget Review and HOA Board Member Elections*

Dear Second Gatepost Estates Homeowners,

I hope this letter finds you enjoying the remaining days of summer. As the summer draws to a close, it is time for us to come together for our Annual Meeting. We invite you to participate as we review the proposed budget for the year 2024 and conduct elections to fill the positions on our homeowners' association (HOA) board or directors (board).

The meeting will be in the

James McDonnell Room,
Sully Government Center,
4900 Stonecroft Blvd., Chantilly, VA
Tuesday, September 26, 2023, 7:00 p.m.

Agenda:

- Welcome and introduction
- President's report
- Treasurer's report
- Review of the proposed 2024 budget
- Words of thanks for three members of our community for their support during the year: Michelle Maravas, Liz MacDonald, and Clig Ludwig.
- Open floor for homeowner comments and questions
- Nominations and election of new HOA board members
- Adjournment

Your presence and active involvement in this meeting are crucial, as we will be discussing and deciding on the 2024 budget, which will fund our activities and landscape maintenance throughout the coming calendar year. Your valuable insights and feedback will help shape the budget to best serve the needs and preferences of our community.

Additionally, new HOA board members will be elected at the annual meeting. These dedicated individuals play a vital role in making important decisions, enforcing community guidelines, and maintaining the overall well-being of Second Gatepost Estates. If you have an interest in serving on the board of directors or know someone who does, we encourage you to volunteer and/or ask that person with an interest in volunteering to consider joining the board. Volunteers are badly needed.

To nominate yourself or another homeowner for a position on the HOA board before the annual meeting, please notify one of the board members listed on the “newcomer information” page of our community website www.gatepostetates.org. Alternatively, come to the annual meeting and volunteer.

For those unable to attend the annual meeting, you may designate a proxy to represent you and cast your vote. Proxy forms will be available on our community website www.gatepostestates.org along with any relevant meeting materials and updates.

To ensure we have adequate preparations in place, kindly RSVP your attendance to any board member list on the “newcomer information” page of the Gate Post Estates webpage noted in the previous paragraphs.

Thank you for your continued support, and we look forward to your participation at the annual meeting as we work together to make Second Gatepost Estates an even better place to call home.

Warm regards,

Second Gate Post Estates

Board of Directors