

Willow Pointe Homeowners Association, Inc.

6200 Savoy Drive, Suite 420, Houston, Texas 77036 (713) 728-1126
www.willowpointe.org

April 19, 2024

SUBJECT: Change in Annual Meeting Date & Willingness to Serve on Board of Directors

Dear Willow Pointe Homeowner:

The date of the Willow Pointe Homeowners Association, Inc., Annual Meeting of Owners has been changed to Thursday, May 30, 2024, at 7:00 p.m., via zoom, at which time one or more members of the Board of Directors will be elected or confirmed.

If you are an eligible owner who wishes to run for the Board of Directors during this election, and you want your name to be placed on the Absentee Ballot, please send a short Bio with your contact information to Randall Management, 6200 Savoy, Suite 420, Houston, TX, 77036, Attn: Venecia Perez, or email vperez@randallmanagement.com. Your Bio must be received no later than 4:00 p.m. on April 30, 2024, to ensure that your name is included on the Absentee Ballot. The names of all eligible Owners who comply with these instructions will be placed on the Absentee Ballot that is mailed to Owners. No nominations will be made during the Annual Meeting.

The packet including the Notice of the 2024 Annual Meeting, Annual Meeting Agenda and Absentee Ballot Form will be mailed to each Owner on or before May 3, 2024.

If you have any questions or concerns, please do not hesitate to contact Venecia Perez by phone at 713-728-1126 (select option 4) or by email at vperez@randallmanagement.com.

Sincerely,

Venecia Perez, Property Manager – Randall Management
For Willow Pointe Homeowners Association, Inc., Board of Directors