



ROYAL OAKS

Residential Community Owners Association, Inc.

11231 Richmond Avenue, Suite D111
Houston, Texas 77082
Telephone (346) 374-7367 • Facsimile (713) 329-7198
dr@pmghouston.com

April 1, 2022

SECOND NOTICE OF 2022 ANNUAL MEETING

Dear Member:

The 2022 Annual Meeting of the members of the Royal Oaks Residential Community Owners Association, Inc. (the "Association") will be held on **Tuesday, April 26, 2022 at 6:00 p.m.** at the Royal Oaks Country Club, 2910 Royal Oaks Club Drive, Houston, Texas. The meeting will be in person, and there will not be a virtual attendance option this year.

For the third year, we will be voting electronically using a third-party voting platform. Each property with an email on file will receive an email invitation to vote from the Association's voting site. Please ensure that you add this email address: royaloaksrcoa@ivotehoa.com, to your safe sender list so you can participate in the vote. If you do not receive the email by April 11, 2022, please contact the Association's management office at (346)374-7367.

Voting online is easy and quick! There are three steps:

1. Receive the email and click the link to go to the voting site.
2. Register for the vote by entering your name, email, and creating a password.
3. Make your choices on the ballot and submit.

At least 20% of the owners must submit a ballot in order to achieve quorum for the Annual Meeting. Because the board positions are uncontested, the only issue on the ballot will be approval of last year's Annual Meeting minutes. Accordingly, Larry Pain and Diana Durning Gladwell, who are the only owners who chose to run, will be elected to the Board by acclamation. Their candidate position statements are enclosed for your reference.

Even though it is not necessary to vote on the directors, please complete the online registration and voting process so quorum will be achieved for the meeting and the minutes can be approved. When your vote is complete, you will receive both an onscreen confirmation and an email that the vote has been recorded. The entire process takes only a few minutes. **The deadline for voting is 4:00 p.m. on Tuesday, April 26, 2022.**

This information will also be posted on the Association's website prior to the meeting and sent by e-mail.

Thank you for your participation in the Annual Meeting and the important election process. Please make sure that you access the online ballot and submit your vote so we can achieve quorum. Do not hesitate to contact the management office with any questions regarding this notice.

Sincerely,

Board of Directors
Royal Oaks Residential Community Owners Association, Inc.

Enclosure: Meeting Agenda
Candidate Statements