

**HEATHLAKE COMMUNITY ASSOCIATION, 2022 ANNUAL MEETING ABSENTEE BALLOT
WEDNESDAY, DECEMBER 14, 2022, 7 PM**

NAME: _____ ADDRESS: _____

I am a Heathlake Homeowner and hereby submit this Absentee Ballot for the Annual meeting to be held on Wednesday, December 14, 2022, at 7:00 p.m.

Date: _____ Signature: _____

(Note: Ballot must be signed to be valid, unsigned ballots will not be counted.)

Vote for Board of Directors: **Choose only three (3) candidates (ONE Ballot per household)**

Robert M. Tartell, M.D.: I have been a continuous Heathlake resident since January, 1980. With a degree in Economics from Cornell University and a record of having had to continuously balance personal, family and business budgets since 1978, and now retired, I am an ideal candidate for those who want transparency, impartiality and fairness by the Board on behalf of all Heathlake residents, and one who will work hard with others opposed to unnecessary, inflated and frivolous expenditures as we have seen all too often in recent years. He will also make every effort to see that proposed board actions are publicized well in advance so that there is plenty of time for residents to express their thoughts and opinions, and to assure transparency, impartiality and fairness in Board actions.

VOTE IN FAVOR: _____ **Yes** _____ **No**

Evelyn Nordin: First, I want to detail some of my business/professional qualifications as I believe those are required to execute some of the responsibilities. I am a CFO and currently own my own company and have for a few years. My company is a financial and operational planning consultancy. I, and my team, launch start-ups and help more established companies through phases of transition. I am currently working across 8 companies as clients. Prior to starting this business, I worked as VP Finance and VP Treasury for several multi-billion dollar, publicly traded companies for over 20 years. In these roles, my specific responsibility was to prioritize the capital expenditures or growth trajectories of the companies I worked for. If we have X dollars, where is the best place to put it? If we don't have X dollars, how do we get it? Those roles required me to reach out into the company to understand the company needs and the specifics of the projects being requested in order to make informed decisions. I had to communicate across the organization which projects were approved and which were not and why. Projects ranged from a few hundred thousand to several billion. I have a degree in math and statistics and an MBA in finance.

I believe my resume, management experience, and technical skill would be greatly beneficial to the Heathlake. HOWEVER, the hardest part of what I have done in my career was not managing or performing the work, it was making the decisions of what to work on. Making good strategic decisions requires a lot of knowledge of the organization and its people as well as having an approachable demeanor so that people will talk to you about their needs. It requires leadership. Leadership requires emotional intelligence and the ability to connect to people personally, not through the intimidation of a resume. Frankly, because someone can run a large oil conglomerate does not mean they will understand the need to spend money on a ramp into the clubhouse. A community leader would notice how many special needs, elderly, couples, singles, middle schoolers, or babies we have in our neighborhood, outside of their own demographic. The best way a leader can see that is by getting into the community and serving first. My husband, Kim, and I moved to Heathlake in early 2008. We have been here almost 15 years. We have two boys in middle school. We've had to navigate special needs education and are very happy to live near schools that have helped our family so much.....so much that we asked our very close friends to move to Heathlake and THEY DID two years ago. We had a bad water incident in our home (didn't flood), but like many of our neighbors, we doubled down and remodeled substantially. So we're "all in" and are very well versed in building maintenance. I / we have volunteered a significant amount of personal time to help our community before seeking any official role. Kim is "early retired" and manages our kids and the clubhouse. I am working and have been the Heathlake social chair for almost two years, organizing the several community parties you've been seeing. We are in constant communication with MANY volunteers/ committees that work behind the scenes to keep Heathlake running and help out where we can. In the end, this is not a large company where we can dictate what we think, this is our home. Communication and social camaraderie are the keys to productive decision making in a personal community. This community is very important to me, and I hope to be able to continue to serve it.

VOTE IN FAVOR: _____ **Yes** _____ **No**

Gerritt Kirkwood: My name is Gerrit Kirkwood, and I am running for one of the open Board positions in December. My family and I have lived for a decade now in Heathlake, and we have enjoyed the neighborhood and our neighbors. I would like to do my part to ensure that this neighborhood continues to be a friendly and welcoming place for all of us. I feel that my experience is best suited to the role of President or Vice President, but I would also be comfortable in the role of Treasurer. My background is in

Engineering and Design, and over the course of my career, I've designed and built numerous multi-billion-dollar projects all over the world. I've worked both as engineering contractor and owner/client representative, and have worked in all phases of project execution, from initial concept development, design, procurement, construction, and final commissioning and startup of these facilities. One of the most critical elements of my job is communication – both upwards to my bosses and clients, and downward to my team members and vendors – to ensure that schedule and technical requirements are being met, and costs are being controlled. This is one area that I feel the board has been consistently weak for the past several years, and one of my chief goals in running for the board is to increase transparency and communication with the residents. Another critical element of my job is finding a balance between wants, needs, and costs to select the best 'fit for purpose' solution. It is tempting to want the best and gold-plate everything, but that usually comes at a significant cost. The board is always constrained between available income without raising dues, the needs to maintain the minimum standards of services and amenities of the neighborhood, and wants to improve the neighborhood. I feel that my background would help navigate that path for the community.

VOTE IN FAVOR: _____ **Yes** _____ **No**

Sally Ann Reynolds: My experience to date, my passion to serve our community, and my eagerness to contribute to a high caliber board are the reasons I have chosen to apply for this role. I have 10 years of HOA experience and 15 years' experience managing a multi-family/commercial portfolio. I have gained an abundance of knowledge in buildings/structures, landscaping, city ordinances, etc. which would be a great asset to the decision-making process of our Board. Managing communities comes with challenges which I have successfully conquered for years with a positive and optimistic outlook. My industry demands a mind for business which I possess along with superb communication skills, dedication, flexibility, and consistency. I am fair-minded, resourceful, and know how to collaborate well with board members and communities. My professional experience and background places me in a positive position to contribute to this board and it would be an honor to become a member. I ask for your vote to allow me to serve all the residents of Heathlake. Thank you for your time and consideration.

VOTE IN FAVOR: _____ **Yes** _____ **No**

Steven Woods: My name is Stephen Woods, and I would like to run for one of the open board positions. My wife (Zamira) and I moved to Heathlake in 2019 just before the pandemic. We originally fell in love with the neighborhood's proximity to a bit of nature in this big city. We have also come to love the character of the community. We get a good look at the community mostly in the evenings as we walk our dog (Jäger- a springer spaniel). We prize the relative safety of our neighborhood. Let me tell you a little about myself. I am a geoscientist for ExxonMobil. I am one of the company experts in quantitative interpretation. Utilizing large complex datasets, often with what at first appears to be conflicting information, to provide recommendations on decisions that range from a few million dollars to occasionally billions. Those recommendations are not solely based on technical work, but are intricately linked to financial analysis as well. It involves weighing the technical risk with the long term value, the cost, the need for cash flow, and ultimately what is the value to the shareholders. These skills translate readily to the decisions board members have to make, where the homeowners are this community's shareholders. I have also learned that the best decisions are made when diverse community of people have input, ideas are communicated clearly, and the metrics for the final decision are transparent. I would run with aspirations to work toward the ideals of community, clarity, and transparency.

VOTE IN FAVOR: _____ **Yes** _____ **No**

Kevin Konopko: I'm Kevin Konopko and I want to submit my name as candidate for one of the open Heathlake HOA board positions. My wife and I live at 12226 Carriage Hill Dr. We moved to Heathlake in Nov 2009, primarily because of its proximity to the adjacent wooded area, trails, and park. It's a great neighborhood with little crime and it's relatively quiet. We bought a house that was previously a rental and we put a lot of rehab work into it with a custom back deck, custom back porch roof, interior courtyard, observation deck, outside sails, landscaping, a full-house interior rehab just before hurricane Harvey, and a recent new driveway. You can say we're committed to this place. While I've been running my own small consulting business for years, my early career went through the school of hard knocks. I graduated Penn State in petroleum engineering and worked as an EMT on ambulance during those years. Out of college I joined the Marine Corps, then returned to the oilfield working for various service companies, a software company, and a several oil companies. I've had 12 years running my own business. I've been a contractor on projects to the majors as well as the small start-ups: business cases, project planning, cost planning/analysis, building teams, technical writing, training classes, and doing the grunt work as well. I previously served on the Red Cross Board of Directors at a local level. In addition to the large rehab projects we've done on our house, my wife and I have a few rental houses where we've done large rehab projects as well. So, I'm no stranger to evaluating, planning, timing, reviewing, and budgeting. It takes a people -person and some great communication skills to pull off successful projects with people of diverse skills and backgrounds. I have worked extensively (and dined, yum) all over the world, lived short durations in various countries and a few years in the Middle East. Loved it all. Made friends everywhere, and still keep in touch with many. Learning different languages and customs, and working long periods in those countries, broadens one's perspective in ways that cannot be imagined beforehand. Call it "diplomatic experience," and a learned ability to see other viewpoints. Present economics are tough, with inflation and loan rates making it far more difficult for all. Annual HOA dues are bound to increase because the cost of all products and services are increasing asymptotically. However, there has to be a point of diminishing returns, the proverbial "line in the sand." I support community improvements like I support improving my own home, but one must temper emotional attachment to projects/improvements that require others' money. What is the cost/benefit ratio? In other words, provide a business case. We face some tough decisions and monetary expenditure ahead because of past oversights/omissions. So, we require more transparency (there's that buzzword), meaning more detail in budgets, both the proposals

and after-the-fact actuals. The recent change in our security patrol has been an improvement and a blessing. I fully support this and its continuance. Other security measures like the entrance/exit cameras will likely prove helpful as well, but keep cost and resident privacy in the forefront of consideration. We may even want to start some no-cost workshops at the club house on subjects such as home security cameras, home wi-fi installation/improvement, home theater, etc. where gurus can teach novices. With much focus on the monetary projects, let's not forget the activities/functions that incur little to no cost. Examples like the block parties, holiday party, Monday night trail rides, ladies night, and the book club have little impact on the HOA budget but have some great impact on the community at-large (get to know your neighbors). I would like to expand on this, have more block parties and add other holiday parties (Halloween is my favorite). Thank you for your consideration.

VOTE IN FAVOR: _____ **Yes** _____ **No**

Don Brennan: My name is Don Brennan. I have been a resident of Heathlake for almost 20 years. It's a great neighborhood; the Board's role must be to keep it great, and improve it when possible. That would be my only goal if elected to the Board. A few items I believe the Board can improve on: 1) Build back the Reserve for Replacement Fund to pay for Capital Expense items. That fund today has been greatly reduced. The Board, in my opinion, must seek a program to build this fund back up. How- Be more diligent, especially on the timing, on Capital item expenses! 2) Work more closely with Graham Management. They continue to send out notices to residents about infractions. Some are warranted, some are ridiculous! In my opinion, The Board should have more control over what Graham sends out. 3) Communications and transparency, in my opinion, could be improved. I realize that improvements with electronic communications have been made; however, for many of us more mature residents.. (older), our best method of receiving information is from the general emails which have long been sent out by a volunteer neighbor. I have been in the Hospitality Industry for over 50 years, and service to others is in my DNA. I am a graduate of the Cornell University Hotel School and have a MBA from Southern Methodist University. If elected, it will be my honor to be of service to my Heathlake neighbors and homeowners. Thank you. And yes, previously I have served on a Homeowners Board.

VOTE IN FAVOR: _____ **Yes** _____ **No**

This ballot may be mailed to Graham Management, 2825 Wilcrest, Suite 600, Houston, Texas 77042, or by fax to (713) 334-5055 or by email to: andjelat@grahammanagementhouston.com

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 votes 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.