



## Chace Lake Residential Association, Inc.

Re: Board of Director Elections  
Annual Meeting Notice

Dear Neighbor,

This notice is to inform you of the Annual Meeting of the membership of Chace Lake Residential Association, Inc. to be held on Tuesday, March 5, 2023 at 5:30 PM at the community clubhouse. The announcement of the Board of Directors will be the main purpose of this meeting. Financial reports for 2023 and the Budget for 2024 will also be provided and discussed.

One Board of Directors position is open. If you would like to run for this position on the Board of Directors, please fill out the attached form and send it to Neighborhood Management, LLC by mail, fax, or email to [elections@nhmlc.org](mailto:elections@nhmlc.org). Candidate forms must be received by Friday, February 16, 2024 at 12:00PM. **Please note that nominations will not be accepted after this date or during the annual meeting proceedings.**

Ballots will be mailed to the membership shortly thereafter and votes may be cast at the office of Neighborhood Management, LLC, by mail, fax, or email to the above-mentioned office no later than Tuesday, March 5, 2024 at 12:00 PM. **Please note that ballots must be received in our office by March 5th and will not be accepted after this date or at the annual proceedings.**

Please feel free to contact our office with any questions or concerns. I appreciate the opportunity to serve your community and look forward to seeing all of you on March 5th.

Sincerely,

Jenny Templin, CMCA, AMS  
Community Association Manager  
[jenny@nhmlc.org](mailto:jenny@nhmlc.org)  
(205) 877-9480 ext. 206

Neighborhood Management, LLC  
2700 Highway 280, Suite 425W  
Birmingham, Alabama 35223

On Behalf of Chace Lake Residential Association, Inc.



## Chace Lake Residential Association, Inc.

**All information listed may be reproduced and sent to all members.  
The Board reserves the right to edit all responses.  
You must be a member in good standing with no delinquent  
assessments or open violations of the covenants.**

Please return to Neighborhood Management, LLC in person, via mail,  
fax, or email to [elections@nhmlc.org](mailto:elections@nhmlc.org) no later than Friday, February 16, 2024 at 12:00PM

- 1) Name: \_\_\_\_\_
- 2) Address: \_\_\_\_\_
- 3) Telephone: \_\_\_\_\_
- 4) Email: \_\_\_\_\_
- 5) Number of Years in Community: \_\_\_\_\_
- 6) Occupation: \_\_\_\_\_
- 7) Social /Civic Organizations: \_\_\_\_\_
- 8) Please state why you would like you to serve on the Board and/or what qualifies you to serve:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I request that my name be put on the ballot as a candidate for the Board of Directors.

Signature

Date

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