



Hampton Chase Recreation Association, Inc.

www.hcrafairfax.org

NOTICE OF 2021 ANNUAL MEETING

October 26, 2021

Dear Hampton Chase Recreation Association Member(s):

Please be advised that this letter serves as official notice of the 2021 Annual Meeting as prescribed in Article XII, Section 3 of the Bylaws of the Hampton Chase Recreation Association (HCRA). Due to continued health concerns surrounding COVID-19 and the requirement to maintain proper physical distance, **the Annual Meeting will be held virtually via Zoom.**

DATE: November 18, 2021
TIME: Online Registration begins at 6:45 pm. Meeting starts promptly at 7:00 p.m.
PLACE: **Virtually via Zoom.** Register in advance by visiting: <https://zoom.us>
Select "Join Meeting" and enter Meeting ID: 870 8684 0632 and Passcode: 5492
After registering, you will receive a confirmation email containing information about joining the meeting.

This year, in lieu of submitting a paper proxy or ballot, we have added the option to vote electronically using a third-party representative. This is a safe and efficient method to increase participation. Each property with an email on file will receive an email invitation to vote from the community voting site: <https://hamptonchase.ivotehoa.com/register>. If you do not receive the email by November 12, 2021, you can request your code by emailing your name and street address to Rebecca Rosario at Cardinal Management Group at r.rosario@cardinalmanagementgroup.com.

Voting online is easy and quick in just three steps!

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

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, probably less time than it took to read these instructions! You may vote electronically **until 12 noon on November 18, 2021.**

For those who **do not wish to vote electronically**, we have enclosed a paper proxy ballot for voting and quorum purposes. The paper proxy ballot must be received at Cardinal Management Group, Inc. 4330 Prince William Parkway, Suite 201, Woodbridge, VA 22192 or via email to r.rosario@cardinalmanagementgroup.com by 12:00 p.m. on November 18th. Please do not vote electronically and submit a paper proxy.

It is very important that a quorum of homeowners be present, either in person (virtually) or by proxy, in order for business to be conducted at the Annual Meeting. We have also included draft minutes from the 2020 Annual Meeting for your review.

There will be four (4) \$25.00 Visa Gift Card door prizes awarded the night of the meeting sponsored by Cardinal Management Group, Inc. The prizes will be drawn from online votes and the Proxies submitted. Please vote online or submit your Proxy Form (but not both) in order to be eligible for this door prize.

Hors d'oeuvres **will not** be served this year as this meeting will be virtual ONLY.

We look forward to your participation to achieve quorum.

Very truly yours,
HAMPTON CHASE RECREATION ASSOCIATION
The Board of Directors

Enclosures: 1) Agenda; 2) Proxy and Return Envelope; 3)Candidate Statement; 4) Draft 2020 Annual Meeting Minutes