

Birnam Wood-Fairfax HOA
May 2026 Board of Directors Annual Meeting

May 2nd, 2026

Birnam Wood-Fairfax Clubhouse
23102 Banquo
Spring, TX 77373

AGENDA

OPEN MEETING:

- I. Pledge of Allegiance and Opening Prayer
- II. Establish Quorum
- III. Call to Order
- IV. Introduction of HOA Offices
- V. Approve Financials
 - A. Review Budget
- VI. Election Results
- VII. Open Forum (3 min per owner)
- VIII. Adjourn Meeting

**Ballot for the Election of the Board of Directors BWFF
May 2, 2026 Annual Meeting**

This election ballot may be voted by using one of the 3 methods, shown below. Alternately, a member may elect to submit an absentee ballot or a proxy ballot, either of which must be delivered to Investment Management Company ("IMC"), the Association's registered agent, by one of the following methods and received by IMC no later than 4:00 p.m. on May 1st, 2026. **One (1) position is available.**

- By U.S. Postal Service to 3500 West Davis, suite 190 Conroe, TX 77304
- By Hand Delivery to IMC's offices located at 3500 West Davis, suite 190 Conroe, TX 77304
- By email to cmymers@imcmanagement.net
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Víctor García - Incumbent

Beatriz Cepeda

Please Sign and Date the below if you would like to vote **Absentee**

I, _____, Owner of Unit _____ located at _____
(Print Name) (Street Address)

Spring, TX 77373, hereby submits this Election Ballot for the annual Meeting of Members for Birnam Wood-Fairfax to be held on May 2nd, 2026

(Signature) (Date) Email Address

However, if you would like to vote by **Proxy** please complete the following:

I hereby appoint and constitute _____, to vote and act in my place at the Annual Meeting of Members held to elect the Birnam Wood-Fairfax Board of Directors, with all powers the undersigned would possess, if personally present and acting, and hereby revoking all previous proxies. I am aware that my appointed proxy will be required to complete a Proxy Voting Form at the Annual Meeting to document the vote cast on my behalf.

I, _____, Owner / located at _____
(Print Name) (Street Address)

Spring, TX 77373 in Birnam Wood-Fairfax hereby submits this Election Ballot for the Annual Meeting of Members of Birnam Wood-Fairfax to be held on May 2nd, 2026

(Signature) (Date) Email Address

* By casting your vote via an absentee or proxy ballot, you will forgo the opportunity to consider and vote on any action from the floor on any change to this election ballot at the Annual Meeting of Members on May 2, 2026. This means that if there are changes, your vote will not be counted in the final vote on this measure. If you desire to retain this ability, please attend this annual meeting in-person. Additionally, should you submit an absentee or proxy ballot and later choose to attend the annual meeting in-person to submit your ballot, your in-person ballot will prevail.

THIS PROXY SHALL BE DEEMED NULL AND VOID FOR USE OTHER THAN FOR THE May 2, 2026 ANNUAL MEETING OR ANY ADJOURNMENT THEREOF.

BIOS FOR BOARD MEMBER CANDIDATES 2026

Victor Garcia (incumbent)

My name is Victor Garcia. I have lived in this neighborhood for the past 14 years, where I reside with my wife and two children.

I have served as a board member for the last two years and would like to continue in this role. With over 20 years of experience in management and as the current owner of a hotshot company, I am confident in my ability to make sound decisions for our community. I am committed to helping our residents and would appreciate the opportunity to keep serving.

Beatriz Cepeda

Good evening, my name is Beatriz Cepeda. I am submitting this letter to be considered for the available position in the HOA.

I have lived in the Birnam Wood-Fairfax neighborhood since 2013. I am a mom of 2, soon to be 3 and have been PTO Vice President of our neighborhood Elementary (Jenkins Elementary) for the past 2 years.

I love being involved in neighborhood events and always try to participate with my family. I also always make sure to invite families from the school to join because I believe that the more we participate and get involved, the stronger our community will be.

I have never joined an HOA but would love the opportunity to learn more about how it all works. I would love to be considered for this position if you see that I would be a good fit



**Early-Bird Pool Pre-Registration
At the Clubhouse, May 2nd 10:00 am -1:30 pm**

Our Pool opens Saturday, May 23rd this year and Pre-Registration will be held Saturday, May 2nd as a way to lessen the long lines on opening day. Hot dogs, chili, chips, cookies and drinks will be served during pre-registration at the Clubhouse. This season's pool fee will be \$5 per person for everyone age 9 and older who registers at the Pool. If you pre-register at the Clubhouse the fee will be \$4 per person.

The Annual HOA Meeting will follow pre-registration at 2:00 PM in the Clubhouse. The annual budget will be presented, recent accomplishments and future plans will be discussed. And the newly Elected Board Members will be announced.

For “downloadable” pool registration applications go to birnamwoodfairfax.com

For a **Homeowner** to successfully register for himself or his tenant, he must not have any unpaid assessed fees, or outstanding violations, have an application along with ID and proof of address.

For a **Tenant** to successfully register, the Landlord/Homeowner must agree for the tenant to use his HOA membership by signing the appropriate application form. Tenants must bring the signed, *by your Landlord*, application, ID, rental contract, and proof of address - like a utility bill.

ALL OUTSTANDING FEES MUST BE PAID TO IMC TO REGISTER.
cmyers@imcmanagement.net

**If you would be interested in volunteering with the pre-registration activities,
please contact us at: bwffhoa@gmail.com**

**BIRNAM WOOD – FAIRFAX POOL
MEMBERS RENTAL PROPERTY APPLICATION FORM**

The following information is required from each property (home) owner who requests pool access for the single family residing at the rental property prior to issuance of a pool pass and use of the pool. **A pool pass will not be issued until the information from the owner or owner's authorized agent has been verified and all assessments and fees have been paid. Any cursing or foul language on the pool property or at the pool window will prevent a person from obtaining a pool pass.**

REQUIRED INFORMATION FROM PROPERTY OWNER – PRINT EXCEPT WHERE SIGNATURE REQUIRED:

I _____ hereby state that the information listed below is accurate to the best of my knowledge and the name(s) listed are those of a single family residing at my rental property located at _____ in the Birnam Wood – Fairfax Subdivision. I understand that these are single family residences, that there are not multiple families residing at this address, and that those listed below are permanent residents at the rental property.

Subject to Article II of the Declaration of Covenants, Conditions, and Restrictions for the Association, I hereby grant this single family my right to "access and enjoyment" of the association pool and associated facilities. I acknowledge that by granting this right the members of the family are required to abide by the regulations related to pool use in order to maintain their privilege.

I authorize the tenant to invite guests consistent with association limits: () Yes () No

Agreed by: _____ Phone no.: (_____) _____

Signature: _____ Date: _____

REQUIRED INFORMATION FROM TENANT – PRINT EXCEPT WHERE SIGNATURE REQUIRED:

RESIDENT NAME: _____ DATE: _____

STREET ADDRESS: _____

HOME PHONE NO.: (_____) _____ CELL PHONE NO.: (_____) _____

WORK PHONE NO.: (_____) _____

EMERGENCY CONTACT:

_____ (_____) _____ OR

_____ (_____) _____

The following family members reside at the above address and hereby ask to be extended full member privileges. List only those persons that reside at the above address:

1. _____ Age: _____ Sex: _____ 2. _____ Age: _____ Sex: _____

3. _____ Age: _____ Sex: _____ 4. _____ Age: _____ Sex: _____

5. _____ Age: _____ Sex: _____ 6. _____ Age: _____ Sex: _____

REQUESTED BY: _____
(PRINT LEGIBLY!) Tenant

SIGNATURE: _____
Tenant