

BROADLANDS

Association, Inc.

Date: April 19, 2022

To: <Owner First Name> <Owner Last Name>
<Second Owner>
<Property Address>
<Property City>, <Property State> <Property Zip>

Re: **Announcement of 2022 Annual Meeting of Broadlands Association, Inc. and Election of Directors**

In accordance with Article II, Section 2.3(a) of the Bylaws for Broadlands Association, Inc., you are hereby officially notified of the 2022 Annual Meeting of Broadlands Association, Inc.

The Annual Meeting of Members will be held as follows:

Date: Tuesday, May 10, 2022
6:45 PM Registration Begins
7:00 PM Call to Order

Location: Virtual via: www.broadlandshoa.org/annualmeeting

Broadlands Association, Inc. has chosen to use **TIEiVOTE™** online voting again for the Election of Directors. This provides the association's members the option to vote via paper proxy or vote online. The online system offers an easy way to vote in a secure, quick and cost-effective manner.

To access the **TIEiVOTE™** online system, please visit www.tieivote.com and enter your unique username and password listed below.

Username: <USERNAME>
Password: <PASSWORD>

Make sure to use the exact Username and Password listed above to take you to this year's election.

You will be directed to Broadlands Association's voting website where you can view the official notice and information about the annual meeting, view materials regarding the election, and access the online proxy. Please take advantage of this system. Note: If your paper proxy is received by mail, you will be able to log into the system but will be locked out of the online voting. If your paper proxy is received by mail and you have already voted online, your paper proxy will be voided.

Enclosed with this notice are the following:

- ✓ Annual Meeting Agenda
- ✓ Election and Voting Information from The Inspectors of Election, LLC (TIE)
- ✓ Completed Nomination Forms
- ✓ Draft of 2021 Annual Meeting Minutes
- ✓ A Proxy Form and Instructions
- ✓ A "Return/Registration Envelope" for returning your Proxy

Please feel free to contact me at sarah@broadlandshoa.com with any questions on the Association's election. If you have any questions about the process or have any issues with the online voting system, please contact The Inspectors of Election at 888-211-5332 or email info@tieivote.com.

We look forward to seeing you virtually at the Annual Meeting on Tuesday, May 10, 2022.

Sarah E. Gerstein, CMCA®, AMS®, LSM®, PCAM®
General Manager
On Behalf of the Broadlands Association, Inc. Board of Directors

BROADLANDS

Association, Inc.

25th ANNUAL MEETING TUESDAY, MAY 10, 2022

**VIRTUAL MEETING
7:00 PM - 9:00 PM**

AGENDA

- I. Roll Call - Proof of Quorum**
- II. Proof of Notice of Meeting**
- III. Introductions**
- III. Explanation of Elections Process and Election of Directors**
 - A. Introduction of Candidates**
 - B. Nominations from the Floor**
- IV. Approval of Minutes - May 4, 2021**
- V. Reports of Officers and Directors**
- VI. Report of Committees**
 - A. Broadlands Live!**
 - B. Conservation Landscape Committee**
 - C. Events Committee**
 - D. Modifications Subcommittee**
 - E. Technology Committee**
- VII. Owners' Comments**
- VIII. New Business**
- IX. Old Business**
- X. Election Results**
- XI. Adjournment**



Election and Voting Information

The Election of Directors voting process is overseen by an independent third-party inspector of elections. Your Board of Directors has contracted **The Inspectors of Election (TIE)** to provide that function for this election cycle.

Quorum for the Annual meeting is described as 10% of Broadlands Association, Inc.'s eligible voters.

You will be voting for up to four (4) candidates to fill the open positions on the Board of Directors. The three (3) candidates receiving the highest number of votes cast by the members voting will be elected to a three-year term to end in May of 2025. The candidate receiving the fourth highest number of votes will be elected to a one-year term to end in May of 2023 to fill a recent vacancy on the Board. In the event of a tie vote between candidates for the final position, the tying candidates may concede to one another, agree to allow for a flip of the coin to determine the outcome, or if neither of these is agreed to by all parties involved, a Run-Off Election will need to be held.

TIEiVOTE™ security requires multi-property owners to use the Username and Password allocated to the specific property/unit. Use the Username and Password provided in this mailing to cast your vote online or vote by marking and returning the paper Proxy provided. If you misplaced the information, please contact TIE at info@tieivote.com for assistance.

The TIEiVOTE™ online process is as follows (Online Polls Close at 5:00 PM on Monday, May 9, 2022):

1. Go to **www.tieivote.com**.
2. Fill in the **Username and Password listed on the first page of this notice** to navigate to your association's election site.
3. Read all of the information carefully prior to going to the Official Proxy screen for voting.
4. Cast your vote(s) and follow the instructions on the bottom of the screen.
5. Wait for your ballot to be tabulated. Please be patient, it may take a moment.
6. You will receive a confirmation email that your vote was received. If you wish a receipt, please save the confirmation email or print it for your records.

The Process for voting your paper Proxy is as follows:

1. Complete the Proxy in the packet. **Use only black or blue ink. Please see back of Proxy for complete instructions.**
2. Place your completed Proxy in the Return Envelope and seal.
3. Mail your Proxy in the Return Envelope. It is pre-addressed to TIE but please add postage. It must be received by TIE by mail no later than **5:00 PM on Monday, May 9, 2022**.

You are encouraged to visit www.tieivote.com to vote electronically with the username and password that has been provided or complete the Official Proxy now and mail it to TIE. The Inspectors of Election will only accept one form of voting: either paper or online. The method TIE receives first will be the method accepted.

If you are experiencing trouble accessing the online system with the username and password provided above, please contact info@tieivote.com for assistance. If you have lost or destroyed your paper proxy, contact The Inspectors of Election at least 10 days before the voting deadline to arrange for a replacement proxy to be mailed or simply vote online at www.tieivote.com with the username and password listed in this correspondence.

TIE's responsibility in this process is to provide this election package to each owner in good standing; receive the returned paper or electronic Proxy; register and count the votes. TIE will certify the voting/election results and provide them to your Board of Directors.

How can you help? Do not wait for the last minute to complete your voting. Set a goal to complete your online ballot or return your paper ballot within five (5) days of receiving this package.

For assistance or questions on the balloting process, please contact The Inspectors of Election at info@tieivote.com or 888-211-5332.

We thank you for your participation and look forward to holding a successful election on your behalf.

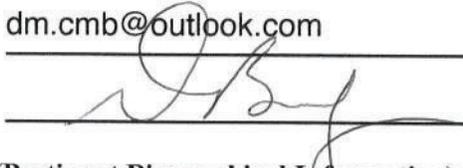
Kurtis Peterson, CMCA®
The Inspectors of Election, LLC

BROADLANDS

Association, Inc.

NOMINATING FORM 2022 BOARD OF DIRECTORS ELECTION

I wish to become a candidate for election to the Broadlands Association, Inc. Board of Directors. Please include my name on the BALLOT for this election.

PRINTED NAME: David Baroody
ADDRESS: 21514 Tithables Circle
PHONE(S): 703-729-6785; 703-795-3304
EMAIL: dm.cmb@outlook.com
SIGNATURE:  **DATE:** 3/10/22

QUALIFICATIONS: (Pertinent Biographical Information)

As a Broadlands resident of 25 years and active in the community, I currently serve as President of the HOA Board, a position I've held for over 6 of my 10 years on the board. I was closely involved with the openings of Hillside Elem, Eagle Ridge MS, and Briar Woods HS, spearheading a campaign of hundreds of Ashburn residents to have Briar Woods built early in order to keep Broadlands students together. I founded the Briar Woods Music Boosters Association and was a multi-year board member. I am married with two adult children, and a daughter-in-law, and I am a deacon in my church.

AREAS OF INTEREST:

(Why would you like to contribute your time to the community as a member of the Board?)

Living here for 25 years, I have found Broadlands to be a vibrant and welcoming community that other communities try to emulate. I take pride in Broadlands and my interest in continuing to serve on the Board is because age brings with it many challenges, and I want to help keep Broadlands thriving. Some of the challenges we face are aging infrastructure, keeping up with advancements in technology, the need to maintain fiscal responsibility as operating costs fluctuate, and ensuring new communities that seek annexation into Broadlands are compatible with the community. As a Board member, I will help manage these challenges.

Return to: Broadlands Association, Inc.
21907 Claiborne Parkway
Broadlands, VA 20148
Email Sarah@Broadlandshoa.com

*Applications must be returned by 5:00pm on March 25, 2022
for inclusion in the Newsletter, Website, and official Annual Meeting notice.*

BROADLANDS

Association, Inc.

NOMINATING FORM 2022 BOARD OF DIRECTORS ELECTION

I wish to become a candidate for election to the Broadlands Association, Inc. Board of Directors. Please include my name on the BALLOT for this election.

PRINTED NAME: Eric Bazerghi
ADDRESS: 43147 Arundell Ct
PHONE(S): 703-623-1509
EMAIL: eric@thehouse.net
SIGNATURE:  **DATE:** 03/15/2022

QUALIFICATIONS: (Pertinent Biographical Information)

I have been a Broadlands resident since 1999 and have served on the Board since 2007 as President, Vice-President, and most recently as a Resident Member. I have attended most Board meetings over the last 14 years. Additionally, I have served on the Tech Committee for over 20 years, as well as administering our website & forums. I believe that I have been an active, fair and very vocal participant on the Board, striving to help keep costs down, while maintaining a level of quality services our residents expect from their Board & HOA. I believe my years of experience on the Board are a benefit to the HOA.

AREAS OF INTEREST:

(Why would you like to contribute your time to the community as a member of the Board?)

My family and I love Broadlands and strive to be involved with our community. I want to continue to differentiate Broadlands from other developments by emphasizing the 'sense of community' we all share. As a member of the Board, I try to incorporate this into my decision making as well as the many needs, concerns and expectations of the residents we're elected to represent. I want to continue to keep costs down, while continuing to provide services, amenities and events that make our community unique, sought after and admired. I hope you will give me the opportunity to continue on this path. Thanks!

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BROADLANDS

Association, Inc.

NOMINATING FORM 2022 BOARD OF DIRECTORS ELECTION

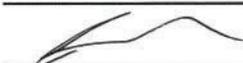
I wish to become a candidate for election to the Broadlands Association, Inc. Board of Directors. Please include my name on the BALLOT for this election.

PRINTED NAME: John Gallagher

ADDRESS: 21284 Marsh Creek Dr., Ashburn, VA 20148

PHONE(S): 703-927-6319

EMAIL: jjgcmg@outlook.com

SIGNATURE:  **DATE:** 3/7/2022

QUALIFICATIONS: (Pertinent Biographical Information)

I am a current member of the HOA Board, a 20+ year resident of Broadlands, and a former member of the Technology Committee, with an interest in technology, land development, and the outdoors. I have a business and software development background and have brought my professional skills to my work as a current board member. Being on the board this past year has helped me develop a much greater understanding of the challenges facing Broadlands regarding traffic issues, commuting issues, and land development as the community around us continues to grow. I am committed to working hard to maintain the amazing amenities, stable HOA dues, and community events that make Broadlands such a wonderful place to live.

AREAS OF INTEREST:

(Why would you like to contribute your time to the community as a member of the Board?)

My background and experience in business and land development will be helpful as the community continues to grow. Specifically, I would like to continue to work with the board and several adjacent communities with the development of the county recreational center. I am also dedicated to maintaining community walkability through our unique trail system which is such a benefit to our members and their families.

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BROADLANDS

Association, Inc.

NOMINATING FORM 2022 BOARD OF DIRECTORS ELECTION

I wish to become a candidate for election to the Broadlands Association, Inc. Board of Directors. Please include my name on the BALLOT for this election.

PRINTED NAME: Jason Pualoa
ADDRESS: 21301 Hidden Pond Place
PHONE(S): 703.340.9828
EMAIL: jasonpualoa@gmail.com
SIGNATURE:  DATE: 22 MAR 2022

QUALIFICATIONS: (Pertinent Biographical Information)

My wife Lindsay and I have been Broadlands residents for 10 years where we are raising our two boys (8 and 5) and I also head the Broadlands Live! Committee. I am a (nearly) lifelong resident of Northern Virginia having grown up in nearby Herndon and know firsthand how important a strong HOA is when surrounded by rapid development. When not working as an engineer I can be found chasing my kids around our streets and trails.

AREAS OF INTEREST:

(Why would you like to contribute your time to the community as a member of the Board?)

I believe the Broadlands is one of the most desirable communities in the region due to the HOA's excellent management and its ongoing investment in events, trails and green spaces, pools, and tot lots. As a member of the board my focus would be on continuing those investments, working to ensure the HOA does everything possible to enhance our amenities and public spaces.

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Applications must be returned by 5:00pm on March 25, 2022 for inclusion in the Newsletter, Website, and official Annual Meeting notice.

BROADLANDS ASSOCIATION, INC.
ANNUAL MEETING
Held via Virtual Meeting
May 4, 2021

BOARD MEMBERS IN ATTENDANCE:

David Baroody	President
Heidi Eaton	Vice President
Dawne Holz	Secretary-Treasurer
Eric Bazerghi	Director
Cliff Keirce	Director
Tania Marceau	Director
Bill Kolster	Director

BOARD MEMBERS NOT IN ATTENDANCE:

Joseph Wagner	Director
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OTHERS IN ATTENDANCE:

Denise Harrover	Guest Speaker, Van Metre Companies
Kurtis Peterson	Representative, TIEiVote
Sarah Gerstein	General Manager, Broadlands Association
Kelsey Cockrill	Independent Recording Secretary
Twenty (20) additional residents	

Due to the Public Health State of Emergency declared by the Governor of Virginia related to the Covid-19/Coronavirus pandemic and the impracticality of the membership to meet in person, the May 4, 2021 Annual Meeting of the Membership was conducted as a virtual meeting using the Zoom platform, as permitted by recent legislation.

I. ROLL CALL/PROOF OF QUORUM:

President Baroody called the May 4, 2021 Annual Meeting to order at 7:00 p.m.

Mr. Peterson, a representative from TIEiVote, announced that quorum had been met prior to commencement of the meeting with 424 total proxies received representing 12.96% of the membership.

II. PROOF OF NOTICE OF MEETING:

Mr. Peterson stated that the Annual Meeting notice and full election package was mailed to all unit owners on April 7, 2021. He additionally noted that the Annual Meeting notice was also emailed to every unit owner with an email address on file.

III. INTRODUCTION OF THE BOARD OF DIRECTORS:

President Baroody introduced the current members of the Board of Directors to those in attendance.

IV. EXPLANATION OF ELECTIONS PROCESS AND ELECTION OF DIRECTORS:

GM Gerstein stated that there are currently four positions up for election, with three applications for candidacy received. Due to the additional vacancy, she did note that there is availability for the election of a write-in candidate as well.

52 President Baroody introduced the three candidates to those residents in attendance. Additionally,
53 President Baroody stated that there were a number of write-in nominations received. He
54 announced the names of each of the write-in nominations and requested the nominees either
55 accept or decline the nomination. Two nominees accepted the write-in nominations: Kay Dillon
56 and John Gallagher.

57
58 **V. REVIEW AND APPROVAL OF PREVIOUS ANNUAL MEETING MINUTES:**

59
60 *(M) Upon a motion, the Membership moved to approve the November 10, 2020 Annual Meeting*
61 *minutes, as presented. President Baroody made the motion, all were in favor and the motion*
62 *passed unanimously by all members in attendance.*
63

64 **VI. REPORT OF OFFICERS AND DIRECTORS:**

- 65 • Each member of the Board of Directors expressed their appreciation for the Board, the
66 staff, the volunteers, and the community in general for continuing to make Broadlands a
67 great place to live.
- 68 • President Baroody announced some of the accomplishments over the last year, including
69 but not limited to:
 - 70 ○ Continuing of essential services despite the Covid-19 pandemic
 - 71 ○ Remediation of trip hazards on sidewalks
 - 72 ○ Remediation of vulture roosting
 - 73 ○ Updated design guidelines
 - 74 ○ Approved an anti-discrimination policy
 - 75 ○ Approved landscape enhancements
 - 76 ○ Approved temporary pool guidelines for the 2021 pool season
 - 77 ○ Approved annexation agreements with Van Metre
 - 78 ○ Revised Association investments to earn additional interest
 - 79 ○ Held socially distanced events
 - 80 ○ 926 modifications applications processed in 2020
 - 81 ○ 161 resales inspections performed in 2020
- 82 • Additionally, President Baroody thanked the candidates for running for election, and
83 thanked each Broadlands staff member by name for his or her service to the community.
84

85 **VII. REPORT OF COMMITTEES:**

- 86 • **Broadlands Live! – provided by GM Gerstein:**
87 Broadlands Live! is preparing to throw two concerts this year and is looking for
88 local bands to perform at both.
- 89 • **Conservation Landscape Committee – provided by GM Gerstein:**
90 The committee has been preparing a few small projects around the community in
91 coordination with a few Scouts troops.
- 92 • **Events Committee – provided by GM Gerstein:**
93 The Events Committee has thrown a few drive-through and socially distanced
94 events and will continue to do so until further notice.
- 95 • **Modifications Subcommittee – provided by GM Gerstein:**

96 The Modifications Subcommittee has been meeting virtually twice a month as of
97 recently to review modifications applications.

98 • **Technology Committee – provided by Chair Dawne Holz:**

99 The Committee is looking to complete updates to the sound systems this coming
100 summer. A major overhaul of the Broadlands app is currently in the making and
101 is expected to be completed by summer. Additionally, the Committee is hoping
102 to plan a movie night in August and is looking for volunteers for this event.
103

104 **VIII. OWNER FORUM:**

105 A resident in attendance asked about reporting of violations.
106

107 **IX. GUEST SPEAKER:**

108 Denise Harrover, a representative of Van Metre Companies, was in attendance to present
109 information regarding a number of various projects currently taking place within Broadlands.
110

111 **X. NEW BUSINESS:**

112 Nothing noted.
113

114 **XI. OLD BUSINESS:**

115 Nothing noted.
116

117 **XII. ELECTION RESULTS:**

118 Mr. Peterson stated that there are four vacant positions on the Board of Directors. Three of the
119 vacant positions are three-year terms, and one vacant position is a two-year term.
120

121 With 424 total proxies received, he announced that Dawne Holz, William “Bill” Kolster, and
122 Tania Marceau were all elected to the Board of Directors and will each serve three-year terms
123 through May of 2024. Additionally, he announced that write-in nominee Kay Dillon had also
124 been elected to the Board of Directors and will serve a two-year term through May of 2023.
125

126 **XIII. ADJOURNMENT:**

127
128 *(M) President Baroody moved through unanimous consent to adjourn the May 4, 2021 Annual*
129 *Meeting at 7:51 p.m. All were in favor and the motion passed unanimously by all members in*
130 *attendance.*
131

132
133 Respectfully Submitted By,
134 Kelsey Cockrill