



# Proxy/Ballot

FOR THE ANNUAL MEETING OF THE MEMBERSHIP, Tuesday 04/28/26 6:00pm Of  
Washington Lane Homeowner's Association Phases I- VI, Inc.  
AN OKLAHOMA NOT-FOR-PROFIT CORPORATION

KNOW ALL MEN BY THESE PRESENTS, which I am presently the owner of \_\_\_\_\_  
(Print Property Street Address)

in the Washington Lane Homeowner's Association Phases I-VI, Inc., and am entitled to vote at the Annual Meeting of the Membership. ***Please return this completed Proxy to the HOA Board by April 27, 2026. Proxies may be sent by US mail to Washington Lane HOA Phases I-VI, PO Box 140281 Broken Arrow, OK 74014 or delivered in person to: 2509 S. 17<sup>th</sup> Street, Broken Arrow, OK 74012, they can be left inside the bench on the front porch. (House with white shutters)***

If I am unable to attend the meeting in person, I hereby appoint and constitute: \_\_\_\_\_  
\_\_\_\_\_ as my true and lawful proxy, with full power of substitution to attend, represent, vote and act for me in the manner and to the extent with the same effect as if the undersigned were personally present for me at the meeting to be held on **April 28, 2026 at 6:00pm** and for any adjournment thereof. ***If no Proxy is named above, I assign a member(s) of the current Washington Lane HOA Phase I-VI Board to vote on my behalf. Current Board Members are Andrea Caldwell-President, Helen Smith-Vice President and Kim Dryden-Treasurer and Secretary. I understand if am able to attend the meeting in person I am able to rescind this proxy prior to the start of the meeting.***

This Proxy carries with it the full right of the Proxy Holder to cast his/her vote as he/she sees fit. The Proxy shall have the full power, as substitute of the undersigned, to represent the undersigned and vote on all issues and motions that are properly presented at the meeting(s) for which this designation of Proxy is made. The Proxy shall have the authority to vote entirely at the discretion of the Proxy, PROVIDED, however, with respect to the following, the Proxy shall vote thus:

**Board Election: 4 Candidates have submitted a Nomination form, there are five Board positions open for election.**

**You may write in a Nomination below. Nominations may be made from the floor the night of the meeting.**

**Vote for no more than 5 Board Volunteers. If left blank the Proxy holder/HOA Board shall vote on my behalf.**

- Yes  No **Kimberly Dryden** (Kim would like to remain on the Board for in a minimally active roll, for the sake of continuity, to assist the new Board with historical HOA info, maintain the HOA website and set up an online payment option through the website, now an option with BOA.)
- Yes  No **Eugenia Harris** (Eugenia states she loves being active in her community, keeping her neighborhood safe and clean, as well as being a voice for my neighbors.)
- Yes  No **John Newfield** (John would like to serve to improve relationship & communications between Board & Residents, ensure Bylaws/Covenants are followed in order to maintain property values.)
- Yes  No **Amanda Thompson** (Amanda feels like she could give a voice to those with common sense answers that simply can't attend & give leadership here as she does in her company.)
- Yes  No \_\_\_\_\_
- Yes  No \_\_\_\_\_

**Changes to the Bylaws: The complete set of Bylaws is available on the HOA website: [washingtonlanehoaph1-6.com](http://washingtonlanehoaph1-6.com).**

- Changes will be passed with a 2/3 affirmative vote of those present or represented by Proxy at the Annual Meeting.
- Vote by choosing: "Yes" for an affirmative vote, in favor of the change or action or "No" to indicate you are not in favor of the change or action. ***NOTE: The language below is summary of the meaning of the change, the HOA Attorney will be providing the exact verbiage for our documents.***
- Items 1., 2., 3. and 4. were recommendations from the CPA that performed the HOA Financial Review for years 2023 & 2024. The full report along with proposed Bylaws Appendix A, B, C and D will be available on the HOA Website for your review. If you need a copy emailed to you, please request them from the Board at: **[wlhoaboardph1to6@gmail.com](mailto:w lhoaboardph1to6@gmail.com).**

1.  Yes  No: **Add Bylaw, 7.2.h.** to state that all Board Members must sign a **Code of Conduct/Conflict of Interest/Confidentiality Statement**, add to the Bylaws, **Appendix A.**



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2.  Yes  No: **Add Bylaw 7.2.i.** to state that that all Board Members must follow the **Board Turnover Procedure** at such time they resign or are removed from the Board of Directors by complying with and completing the **Board Member Turnover Checklist** within 14 days of vacating their seat on the Board, add to the Bylaws, **Appendix B.**
3.  Yes  No: **Add Bylaw 7.2.j.** to state the Board must maintain the records for the HOA as defined by the **Required Document Retention, Storage & Destruction policy, (including Financial documents),** add to the Bylaws, **Appendix C.**
4.  Yes  No: Addend the language in **Bylaw 7.1.f.** to remove reference to an "Association Manger" and remove any reference to delegating the Board's duties to an Association Manager.
5.  Yes  No: **Add Bylaw section 7.1.i.** to state that a management company shall not be hired without first bringing it to the vote of the Association Membership for approval to do so. If the current Board members cannot carry out their duties as a self-managing HOA Board, they shall resign and allow for the election of replacement Board members.
6.  Yes  No: **Move** the sentence re: "delegating the board's duties and powers" **from Bylaw 7.1.f. to new section 7.1.i.**
7.  Yes  No: Addend the language in **Bylaw 13.1** to include any changes to the Bylaw's Appendices will be voted on by the membership in the same manner a change to the Bylaws is made.
8.  Yes  No: Addend language in **Bylaw 3.5** to change the Quorum requirement from 20% to 15%. This will help the HOA meet the attendance requirement to hold official meetings and conduct HOA business.
9.  Yes  No: Remove language in **Bylaw 8.10** pertaining to keeping and use of the corporate seal.
10.  Yes  No: Remove **Bylaw Article XIV** referencing keeping of a corporate seal.
11.  Yes  No: Addend language in **Bylaw 8.8** to remove the requirement for the President to "co-sign all checks" an antiquated requirement for 2 signatures on a check. *(this is not even an action the bank supports, they cannot set up a two signature requirement.)*

I understand that this Proxy is fully revocable and that I may withdraw or amend this Proxy at any time if I personally attend the meeting, or by filing a written withdrawal with the Association.

I/We have executed this proxy/ballot on the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

This Proxy supersedes any previous Proxy I/we have signed. If there are 2 owners, both Owners must sign.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
(Print Owner's Name)

\_\_\_\_\_  
(Print Owner's name)