

# CHURCHILL SQUARE ASSOCIATION, INC.

Another year has gone by, and we are planning the Association's Annual Member Meeting. This meeting is a requirement for the Churchill Square Association in accordance with Article X, Section 1 of the Bylaws. Please mark your calendars for:

**Date:           Wednesday, June 26<sup>th</sup>**

**Time:           7:30 pm**

**Place:           Virtual Meeting via GoToMeeting.com  
Please email the Board at the address below to attend.  
[Board@ChurchillSquareAssociation.com](mailto:Board@ChurchillSquareAssociation.com)**

**Order of Business:**

7:30pm	Establishment of Quorum & Call to Order
7:35pm	Community Update – President's Report
7:45pm	Budget/Treasurer's Report
8:00pm	Election of Board Members
	Election Results
8:05pm	Residents Open Forum
9:00pm	Adjournment

**In order to conduct business and hold elections, we must have a quorum. If you cannot attend the meeting or if there is some doubt that you will attend, PLEASE complete the attached proxy and return it to Churchill Square Homeowners Association, P.O. Box 434, Dunn Loring, VA 22027 or email it (preferred) to [Board@ChurchillSquare Association.com](mailto:Board@ChurchillSquare Association.com).** If you do attend, your proxy will be returned to you at the time of sign in. Ideally, we will see you **virtually** in person on **Wednesday, June 26<sup>th</sup>**. There is **ONE** vacant seats on the Board that needs to be filled. Timberock owner **Kareem Walkes** has offered to run for the open position. We will also be accepting nominations from the floor.

***You may appoint any other homeowner of your choice as proxy. Note that all proxies must be signed by owners of record and dated (if ownership is shared, both owners must sign).***

Any member of the Association who is delinquent in the payment of any assessment levied by the Association may not be permitted to vote at the Annual Meeting (Article III, Section 2 of the By-Laws).

P.O. BOX 434, DUNN LORING, VIRGINIA 22027  
[Board@ChurchillSquareAssociation.com](mailto:Board@ChurchillSquareAssociation.com)

# Churchill Square Association, Inc.

## *FY2025 (7/1/2024 - 6/30/2025) Budget*

<b>Account #</b>	<b>Description</b>	<b>FY2024 Amount</b>
40400	Assessment Income (TH)	\$110,770.00
42000	CC&R Violation Income	\$50.00
42300	Interest & Misc. Income	\$50.00
42500	Late Fee Income	\$200.00
42665	Special Assessments	
	<b>TOTAL INCOME</b>	<hr/> <b>\$111,070.00</b>
60310	Tree Maintenance	\$15,000.00
60330	Landscape Maintenance Contract	\$22,600.00
60340	Landscaping/Enhancements	\$11,000.00
60410	Accounting/Audit & Tax Prep	\$2,500.00
60412	Legal & Attorney - General	\$2,500.00
60413	Replacement Reserve Study	\$4,000.00
60415	Bookkeeping	\$0.00
60510	Taxes - State	\$0.00
60515	Taxes - Federal	\$0.00
60600	Insurance	\$2,100.00
60610	Replacement Reserve Allocation	\$27,000.00
60615	General Repair/Maintenance	\$12,000.00
60616	Snow Removal	\$7,500.00
60620	Electricity	\$2,460.00
60625	Bank Service Charges	\$750.00
60630	Annual Meeting Room	\$200.00
60635	Internet Expense	\$0.00
60640	Office Supplies	\$250.00
60655	Postage	\$300.00
60665	Miscellaneous Expense	\$790.00
60670	License & Permit Fees	\$120.00
	<b>TOTAL EXPENSE</b>	<hr/> <b>\$111,070.00</b>

# CHURCHILL SQUARE ASSOCIATION, INC.

## PROXY AUTHORIZATION

2024 ANNUAL MEETING

Date: \_\_\_\_\_, 2024

I/We \_\_\_\_\_, owner(s) of  
(Name - please print)

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(Address - please print)

As a member in good standing of Churchill Square Homeowners Association, I/we do hereby constitute and appoint my/our proxy to (choose one):

Don Hines - President

Norm Williams - Secretary

or

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**Any Owner of Your Choice (that will be attending)**

Lawful proxy for the undersigned, to cast my/our vote on all items of business coming before the Association members at the Annual Meeting of the Churchill Square Homeowners Association to be held at 7:30pm on **Wednesday, June 26<sup>th</sup>** or at any adjournments thereof.

The undersigned hereby ratifies and confirms all that the proxy may do by virtue of this proxy. This proxy shall not be revoked except by actual notice of revocation by the undersigned to the persons presiding over the meeting.

Please mail this form to Churchill Square Homeowners Association, P.O. Box 434, Dunn Loring, VA 22027-0434 no later than **Tuesday, June 25<sup>th</sup>** (preferred) or give it to a Board Member in person.

**HOMEOWNERS WHO ARE IN ARREARS IN THEIR ASSESSMENTS ARE NOT ELIGIBLE TO VOTE.**

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Signature of Owner

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Signature of Owner

P.O. BOX 434, DUNN LORING, VIRGINIA 22027  
Board@ChurchillSquareAssociation.com

# CHURCHILL SQUARE ASSOCIATION, INC.

## NOMINATING FORM

**THERE ARE ONE (1) THREE-YEAR TERMS ON THE BOARD OF DIRECTORS THAT ARE TO BE FILLED AT THIS MEETING.**

If you are interested in helping to manage the affairs of your community and are willing to attend one board meeting monthly, then your willingness to run for this position on the Board will be greatly appreciated. If you have any questions on what may be involved as a Board member, please contact Don Hines, President at (301) 294-1330.

I, \_\_\_\_\_, would like to nominate \_\_\_\_\_  
for a position on the Board of Directors.

The above named candidate agrees to this nomination.

\_\_\_\_\_  
Signature of Nominee

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### \*\*\*\*\*BALLOT\*\*\*\*\*

*VOTE FOR ONE CANDIDATES FOR A THREE-YEAR TERM*

BOARD OF DIRECTORS:  Kareem Walkes \_\_\_\_\_

BOARD OF DIRECTORS:  \_\_\_\_\_

BOARD OF DIRECTORS:  \_\_\_\_\_

Please return this form by email it to [Board@ChurchillSquareAssociation.com](mailto:Board@ChurchillSquareAssociation.com) (preferred) **OR** give it to a member of the Board of Directors, **NO LATER THAN TUESDAY, JUNE 25<sup>th</sup>**. We will also be accepting nominations from the floor.