

MEMORIAL BEND CIVIC ASSOCIATION, INC.

**SOLICITATION FOR CANDIDATES FOR ELECTION TO THE BOARD OF
DIRECTORS - 2025**

If you are a Member of the Association (i.e., your name is on the Deed to the property) and you would like to run for a position on the Board of Directors for the Memorial Bend Civic Association, Inc., please complete the attached Solicitation of Candidates Form (“Form”) and return it to Leyendecker Management Services, managing agent for Memorial Bend Civic Association, Inc., via either of the following:

Email to: Kim Wilkinson at kwilkinson@leyendeckergroup.com

Regular mail/delivery to: Leyendecker Management Services
10375 Richmond Avenue, Suite 1350
Houston, TX 77042

Fax to: 713-975-6658

Your name will be placed on the ballot if you are a Member of the Association, and you submit the completed Form. There will be three (3) positions on the Board up for election in 2025 and each are a 2-year term. **You must submit the completed Form so that it is physically received by Leyendecker Management Services on or before close of business on January 27, 2025, to have your name placed on the ballot.**

A candidate who is interested in running for a position on the Board must be available to attend Board meetings, plus allow additional hours each week for Association projects, working on owner/resident issues, reading and answering emails, attending training sessions, plus serving in an appointed capacity such as an officer on the Board or a liaison to an Association committee.

If you submit the Solicitation of Candidates Form, your form will be distributed to the Members of the Association, along with 2025 Annual Meeting materials, prior to the Annual Meeting which is scheduled for February 25, 2025, at 6:30 p.m.

If you have any questions, please feel free to contact Kim Wilkinson, Leyendecker Management Services, (713) 975-6600 or email at kwilkinson@leyendeckergroup.com.

Please note that the Texas Property Code (“Code”) disqualifies a person from serving on the Board of Directors for a property owners’ association if the person has been convicted of a felony or crime involving moral turpitude in the past twenty (20) years. In addition, the Code prohibits two (2) persons who live in the same residence from serving on the Board of Directors at the same time.

Thank you,
Board of Directors, Memorial Bend Civic Association, Inc.