



612-208-3779 
admin@rsp.management 
www.rsp-management.com 

BRIAR HILL HOMEOWNERS ASSOCIATION, INC.
NOTICE OF ANNUAL MEETING

March 25th, 2026

Dear Homeowner,

Briar Hill Homeowners Association, Inc. will hold it's Annual Meeting on:

Thursday, April 16th, 2026 at 6:00 PM, with registration beginning at 5:30 PM

The meeting will be located at:

Eagan Parks & Recreation – Lone Oak Room

1501 Central Parkway, Eagan, MN 55121

If you are unable to attend the meeting, please fill out the attached proxy form and return it at your earliest convenience.

Your Annual Meeting packet with the agenda, 2025 annual meeting report, association certificate of insurance and any other documents pertaining to the meeting are available on your homeowner portal in the annual meeting folder. If you need a copy sent directly to you, please reach out.

For the online portal, you can visit www.rsp-management.com. Please ensure that your contact information on file is up to date to receive important updates, view your account balance, request architectural changes and submit work order requests. If you have not received any electronic communications from us, please contact us at admin@rsp.management or by phone at 612-208-3779 to verify your email address on file is correct.

Sincerely,



Austin Jones

Community Association Manager



Briar Hill Homeowners Association **PROXY FORM**

INSTRUCTIONS:

1. Complete and return this proxy if you are unable or unsure you will be able to attend the meeting.
2. If you choose, you may write "NONE" in the line below. Doing so will count your unit towards quorum but will not authorize anyone to vote on your behalf.
3. The Proxy must be (i) mailed or emailed to the address/email below, or (ii) brought to the meeting, but **must** be received by the Association's Secretary prior to the start of the meeting.

Please email completed form to admin@rsp.management or mail it to:

RSP Management
2355 Highway 36 W STE 474
Roseville, MN 55113

—ACTION REQUIRED—

As member(s) of Briar Hill Homeowners Association and as owner of the unit identified below, I am unable to attend the upcoming annual meeting set for April 16th, 2026 and would like to appoint:

☐ _____

(Please only select someone who you know will be in attendance)

I understand that by submitting this proxy and not attending the Annual meeting, my home will be counted towards quorum, and I am giving my voting authority to the individual named at the meeting, or any adjournment or reconvening of such meeting.

By completing this form, I understand that I am still authorized to vote for or against any other matter or proposal which may properly come before such meeting.

(Date)

(Signature of Unit Owner)

(Print Name)

(Date)

(Signature of Unit Owner)

(Print Name)

(Address/Unit Number)