

**LAKE ARROWHEAD PROPERTY OWNERS ASSOCIATION  
AMENDED AND RESTATED BYLAWS  
August 6, 2005**

**ARTICLE I - NAME**

Section 1. The name of the Association shall be LAKE ARROWHEAD PROPERTY OWNERS ASSOCIATION, hereafter also alternatively referred to as "LAPOA," or "Association."

***ARTICLE II - PURPOSE***

Section 1. The Lake Arrowhead Property Owners Association is established to promote the health, safety and welfare of residents within subdivisions administrated and supervised by the Association, as designated and defined below in Section 2 hereof, in Hayes Township, County of Otsego, State of Michigan, and future additions thereto and, for this purpose, to own, acquire, build, operate and maintain parks, streets and recreational facilities within said subdivisions or additions thereto; to administer and supervise the collection and expenditure of assessments against properties in the subdivisions as permitted or directed by these Bylaws, and to do all things necessary and incidental to promote the common benefit and enjoyment of the residents of said subdivisions and additions thereto. The Association's purpose may be carried out by affirmative action by the Board of Directors, in its discretion.

Section 2. LAPOA is the administrator and supervisor of Lake Arrowhead Properties consisting of the following described properties:

- a. Arenac Trails, a subdivision of part of Southwest Section 33, T30N, R4W, Hayes Township, Otsego County, Michigan.
- b. Arrow Shores, a subdivision of part of East Section 32 and part of West Section 33, T30N, R4W, Hayes Township, Otsego County, Michigan.
- c. Indian Hills, a subdivision of part of Section 32, T30N, R4W, Hayes Township, Otsego County, Michigan.
- d. Okemos Trails, a subdivision of part of East Section 33 and part of West Section 33, T30N, R4W, Hayes Township, Otsego County, Michigan.
- e. Southern Trails, a subdivision of part of Section 32, T30N, R4W, Hayes Township, Otsego County, Michigan.
- f. Tuscola Trails, a subdivision of part of Southeast Section 32 and part of Southwest Section 33, T30N, R4W, Hayes Township, Otsego County, Michigan.
- g. The following properties referred to as the "common grounds" which Otsego County has defined by the following tax identification numbers: 071-028-300-015-00, 071-029-400-025-00, 071-032-100-020-00, 071-032-100-025-00, 071-033-100-030-00, 071-034-200-005-00 and 073-900-008-005-00.

Section 3. No additions shall be made to the property administered and supervised by LAPOA except by a two-thirds vote of the Membership of the Association.

**ARTICLE III - LENGTH OF EXISTENCE**

The term of the corporate existence is perpetual.

## ARTICLE IV - MEMBERSHIP

Section 1. Every person or entity who holds a possessory equitable or legal interest as either a land contract vendee, or fee holder, in any platted lot in one of the six subdivisions listed in Article II above, which are subject to recorded restrictions, administration and supervision of the Association under these Bylaws, and assessment by the Association as provided herein, shall be a member of the Association. A possessory ownership interest is required, and any person or entity that holds an equitable interest merely as security for the performance of an obligation shall not be entitled to membership.

Section 2. The membership rights of any person whose interest in the property is subject to assessments under the Declaration of Restrictions may be suspended by action of the Board of Directors during any period when any assessment(s) remain(s) unpaid. In addition to current payment of all assessments levied by the Association, the membership rights of each member are subject to maintenance of appropriate conduct in accordance with these Bylaws and in accordance with reasonable standards and regulations which may be determined from time to time by the Board of Directors. Failure to comply with these standards may result in suspension of membership, and/or may result in the failure to have membership reinstated until such standards are complied with.

Section 3. All rights of membership in the Association are subject to prompt payment of an annual maintenance assessment plus any special purpose assessments that may be made in accordance with these Bylaws. Further:

- a. Any assessment not paid by June 15 of any year will have a late fee of 10% per year added to the unpaid balance.
- b. The Association will charge a nominal fee, established by the Board of Directors, for any returned checks. Any such charge will be deemed an addition to that Member's assessment, and failure to pay the same will have the same effect as having the assessment remain unpaid.
- c. As provided in Section 10 of Article VI, of these Bylaws, the Board of Directors is empowered to collect all assessment fees, including maintenance fees, and other special assessments as may be approved by the general Membership and set by the Board of Directors.

Section 4. To be considered a Member in good standing, all duly levied assessments must be paid in full by the specified due dates.

Section 5. Each Member in good standing shall be entitled to the use and enjoyment of the common properties and facilities, and shall be eligible to participate and vote in all Membership meetings and elections.

## ARTICLE V - VOTING RIGHTS AND PROCEDURES

Section 1. Each property owner within the Association shall be allowed only one (1) vote, regardless of the number of lots owned. A maximum of two (2) votes will be allowed for each lot having more than one (1) owner. Voting rights, however, are expressly restricted to lots which pay a full assessment, and voting rights shall only be afforded to property owners, irrespective of lot ownership, who are of legal voting age in the State of Michigan, and who are in good standing as members (Article IV, Section 4).

Section 2. Generally, voting on Association business will be conducted at regular or special Membership meetings, and the outcome will be determined by a simple majority of votes cast, unless otherwise specifically provided herein or as required by law. Exceptions are as follows:

- a. Additions to the property administered by the Association require a 2/3 majority vote of the Membership (Article II, Section 3).
- b. Increases in Membership assessments require a 2/3 majority vote at a Membership meeting, or by mail balloting (Article XV, Section 2).
- c. Dissolution of the Association requires a 2/3 majority vote of the Membership (Article XIII, Section I).

- d. Changes in the Bylaws requested by Members require a 2/3 majority vote at a Membership meeting, or by mail balloting (Article XV, Section 3).

Section 3. Any matter which could otherwise be voted upon by the Membership at an annual or special meeting may, at the discretion of the Board of Directors, be submitted by mail to all Members eligible to vote, for vote thereon.

Section 4. Voting at regular or special meetings shall be conducted in accordance with the following provisions:

- a. Upon sign-in at the registration table, each Member eligible to vote, pursuant to Section 1 above, will be given a voting card. Such cards will show the meeting date, and be a different color for each meeting.
- b. When a vote is taken, Members will hold their card up to indicate affirmation.

Section 5. The following procedures will apply to votes made by mail:

- a. The Secretary will have ballots mailed to the address of record of all eligible Members, either with a newsletter, or in a dedicated mailing. Included will be an explanation of the issues, and instructions for completion and return of the ballots.
- b. At the time specified in the ballot instructions, the returned ballots will be opened and counted by the Secretary, and at least four (4) other Board members.
- c. Results will be published in the next scheduled newsletter.

Section 6. Voting procedures for electing Board of Directors:

- a. Members may cast their votes for Board members either at the annual Membership meeting, or by absentee ballot.
- b. The Secretary shall be responsible to have the absentee ballot included in the June newsletter, upon which shall appear the names of the nominees, a personal resume of each nominee, and instructions for voting and returning the ballots.
- c. Absentee ballots must be mailed to reach the Secretary twenty-four (24) hours prior to the annual meeting, or may be turned in at the meeting, providing the ballot is sealed in an envelope with the name or names of the Members casting the ballot written on the outside.
- d. Additional nominations for open Board positions will be taken from the floor during the Membership meeting, and attendees may add these to their ballots for voting.
- e. Mail-in ballots will be opened and counted within twenty-four (24) hours prior to the annual Membership meeting, and all other ballots will be counted during a meeting recess called for that purpose. All ballot opening and counting will be done by the Secretary and at least four (4) other Board members.

## **ARTICLE VI - POWERS AND DUTIES**

The Association shall have the following supervisory powers and duties which shall be exercised by and through the Board of Directors under these Bylaws for the benefit of the Association:

Section 1. To keep and maintain common properties owned by the Association in a clean and orderly condition, to cut and remove weeds and grass there from, to pick up any loose or undesirable materials or refuse; and to do any other things necessary or desirable to keep such common properties neat in appearance and in good order.

Section 2. To exercise such control and maintenance over road and pedestrian ways owned by the Association, as it may deem necessary or desirable.

Section 3. To do all things necessary or incidental to the protection of plant and wildlife in the common properties and in and about the subdivisions supervised and administered by the Association.

Section 4. To provide for the maintenance of gateways, entrances, or other ornamental features now existing or hereafter erected or created, provided no such erection or maintenance shall be undertaken except upon action of the Board of Directors.

Section 5. To maintain recreational facilities, providing that such maintenance or establishment shall be undertaken only upon the affirmative action of the Board of Directors.

Section 6. To enforce, either in its own name, or in the name of any real estate owner or owners, as may be necessary, all building and deeded restrictions which have been, are now, or may hereafter be imposed upon any of the real estate in the six subdivisions and any common grounds owned by the LAPOA. This Association shall have full power and authority to bring proceedings in the names of any of the owners to enforce the restrictions. The expenses and costs of these proceedings shall be paid out of the general funds of the Association.

Section 7. The Board of Directors shall establish reasonable rules and regulations concerning the use of the properties and facilities of the Association, and make such documents available to all Members. Such regulations will be reviewed annually, revised as necessary, and shall include, but not be limited to, the following areas:

- a. General Rules and Regulations
- b. Swimming Pool Rules
- c. Campground Rules
- d. Boating and Lake Use

Section 8. To provide such listed and other services as may be deemed desirable by the Board of Directors and, where said services are of a character so as not to be of mutual benefit to all Members, said services shall be at the expense of the Members receiving and/or benefiting from the service, as determined by the Board of Directors.

Section 9. The Association shall not sponsor or engage in any special activities not related to its purpose or duties. This prohibition shall not preclude individual Members or groups of Members from undertaking such activities.

Section 10. The Board of Directors is empowered to collect annual assessments, including general maintenance fees, and other special assessments as may be approved by the general Membership, or set by the Board of Directors within the limits approved by the Membership. The Board of Directors may utilize any legal means at its disposal to accomplish this purpose, including the placement of liens against any Subdivision property for which assessments under these Bylaws are delinquent.

Section 11. The Board of Directors, by a simple majority vote, at any regularly scheduled meeting, shall determine the annual assessment for the Association within such limits set by the general Membership.

Section 12. The activities described in Sections 1-11 above are subject to the orderly and prudent exploration for common development of, and production of oil, gas or other minerals underlying the surface of the Association's property and the execution of the Board of Directors or its designees of oil, gas or other mineral leases, division orders, utilization, agreements and all other documents convenient or necessary for the development of the mineral estate.

Section 13. The Board of Directors shall maintain commercial insurance policies to adequately protect the properties and interests of the Association. This will include peril, liability and workers compensation coverage. Also, a surety bond in sufficient amount shall be maintained for all Directors or agents involved in the collection, deposit or disbursement of Association funds.

Section 14. A minimum of three newsletters will be published each year, March, June and September, and mailed to each Member at their recorded address. Each newsletter will contain the names of all Board members and Operating Committee chairpersons, dates of regular Board meetings, Membership meetings and LAPOA activities, Operating Committee reports, and other pertinent information concerning the Association.

## ARTICLE VII - MEMBERSHIP MEETINGS

Section 1. The regular annual meeting of the Association Members shall be held on the first Saturday of July of each year in the State of Michigan, at such time and place as the Board of Directors shall determine.

Section 2. The following provisions apply to notice and conduct of the annual meeting:

- a. Thirty (30) days notice of annual meetings of the Members shall be given to each Member by mail, addressed to their last known address as recorded with the Association.
- b. It shall further be the duty of the Secretary to include within the notice any suggestions or requests by Members as may be properly presented in writing and mailed to the Secretary of the Association at 7065 Arrowroot Trail, Box A3, Gaylord, Michigan 49735. Any request for such inclusion must be received no later than May 1 of the year of the annual meeting.
- c. The notice shall set out, in reasonable detail, the matters to be brought before the meeting and each meeting shall be limited to the matters set out in the notice.
- d. The meeting will be conducted under Roberts Rules of Order
- e. Members present will be allowed no more than five (5) minutes each, to make suggestions covering items they feel should be brought before the Membership. If any such suggestions are approved for further consideration, it shall be the duty of the Secretary to present such resolutions on the agenda for the next regular or special Membership meeting.
- f. A member must be in good standing and eligible to vote under Article V, Section 1, to participate in the annual Membership meeting, or any special meeting. Members must sign in at the registration table at all Membership meetings, where eligibility will be verified, and voting cards issued.
- g. The presence of fifty (50) Members in good standing, who are eligible to vote under Article V, Section 1, is required to constitute a quorum necessary for the transaction of business at any Membership meeting

Section 3. The order of business at the annual meeting of the Members shall be as follows, provided however, that this order of business may be changed by the President, or by a majority of the Members present:

- a. Determination of quorum.
- b. Roll call of directors.
- c. Approval of minutes of previous meeting.
- d. Reports of officers.
- e. Reports of committees.
- f. Unfinished business.
- g. New business
- h. Results of election of Board of Directors

Section 4. If, for any reason, the annual meeting of the Members shall not be held on the day designated in Section 1 of this Article VII, such meeting will be rescheduled and held as a special meeting, and the same proceedings may be conducted there as at an annual meeting. Membership notification, quorum requirements and general procedures for any annual meeting rescheduled pursuant to this Section 4 will be the same as for the annual meeting.

Section 5. Special meetings of the Association may otherwise be called at the discretion of the Board of Directors, and also, shall be called by the Board whenever requested by Association Members, subject to the following provisions:

- a. Such requests shall be in writing, clearly state the subject to be addressed, and shall be signed by at least 10 percent of the Members who are in good standing.

- b. The subject must be germane to the purpose of the Association, pursuant to Article II, Section I.
- c. The Board of Directors may include additional matters for consideration of the Members at such meetings.

Section 6. Voting at special meetings is permitted if a member's assessments were current within thirty (30) days prior to the special meeting.

Section 7. The President shall preside over annual and special meetings of the Membership.

### **ARTICLE VIII - THE MANAGEMENT**

Section 1. The management, affairs, policies, business, property, and publications of the Association shall be vested in the Board of Directors, except as stated expressly in these Bylaws, as requiring approval by vote of the Association Membership.

Section 2. The Board of Directors shall be composed of fourteen (14) members of the Association in good standing. Their term of office shall be for three (3) years, and they shall be elected for staggering terms as follows: five (5) elected in 2005, four (4) elected in 2006, five (5) elected in 2007, and follow in this order in succeeding years.

Section 3. Members of the Association may nominate candidates who are Members in good standing, with the candidate's approval, for directors. Such nominations shall be in writing, signed by the Member making them, and shall be in the hands of the Secretary by May 1st of the election year. Applications for nomination will be mailed with the March newsletter. Members may also nominate candidates for the Board on the day of the meeting.

Section 4. If the office of any director or officer, one or more, become(s) vacant, the remaining directors shall, at a regular meeting of the Board of Directors, by majority vote of the remaining directors, appoint a successor or successors who shall hold office until the next annual meeting and election. The remaining term or terms of office shall be filled by the nomination of Members of the Association for each such vacancy, and the nominee(s) receiving the next highest number of votes after the regular terms are filled shall be elected to the shorter term or terms in that order.

Section 5. The Board of Directors shall after each annual meeting elect a Vice President, Secretary and Treasurer, with the Vice President of the previous year automatically becoming President for the ensuing year. Therefore, no director who is serving the final year of their term may be elected to the office of Vice President. All officers of the Association shall be members of the Board of Directors.

Section 6. Each Board member will sign an Oath of Office, vowing to perform in a credible manner, abide by these Bylaws and mandates of the Board, and return any Association property in their possession at the end of the office term.

Section 7. Any officer or agent may be removed by the Board of Directors whenever in the judgment of the Board of Directors the best interest of the Association will be served thereby.

Section 8. No Board member shall have or exercise any official authority in the name of the Association, except as set forth in these Bylaws, or specifically authorized by the Board of Directors. The Board shall have such other powers as are set forth in these Bylaws or as are necessary and incidental to carrying out the general affairs of the Association and the Declaration of Restrictions, except as herein prohibited.

Section 9. Meetings of the Board of Directors will be governed by the following:

- a. A majority of the Board of Directors shall constitute a quorum for the transaction of business. When at any meeting of the Board there shall be less than a quorum present, no official action may be taken and such meeting shall be adjourned until the next scheduled meeting, or special meeting called by the President.

- b. Regular meetings of the Board of Directors will be scheduled for February, May, July, August and October with the specific dates to be established by the Board at their first meeting after the annual Membership meeting in July.
- c. Special meetings may be called at any time by the President or shall be called upon the request of the majority of the Board. Notice shall be given to the Board members either personally or by mail at least one week prior to the scheduled meeting. Such special meetings may be conducted either by physical attendance of the directors, or through teleconferencing or other remote electronic means, providing access is made available to the Association membership by providing compatible communication devices at the regular meeting building.
- d. There shall be no proxy votes by absent Board members. The Board may make exception by written consent, if unanimous and signed by all Board members.
- e. A majority of the Board shall decide all matters voted upon at meetings of the Board of Directors. All votes shall be taken by yeas and nays, and any board member may demand a roll call vote which will be entered in the minutes to show the names of those voting in the affirmative and those in the negative. Secret ballot voting will only be allowed when 2/3 of the Board members present are in favor.
- f. All board members shall receive minutes of the previous Board meeting, and the agenda for the ensuing meeting, along with copies of all proposals on said agenda, at least one (1) week prior to any meeting.

Section 10. In case any director or officer shall fail to attend at least three (3) of the five (5) yearly meetings, the Board of Directors may, at their discretion, declare such office vacant. The Board of Directors will notify such officer or director and shall thereupon elect a successor or successors as provided therein.

Section 11. Upon majority vote of the Members at regular or special Membership meetings, or by mail balloting, the Board of Directors shall be granted the authority to borrow funds, to mortgage, pledge, or otherwise encumber the assets of the Association as security for the properties of the Association, together with the right to assign, as further security, assessments or utilization fees due or to become due the Association.

Section 12. All duly elected Board members will receive as remuneration for their work, credit for one (1) regular maintenance assessment during each year served.

#### **ARTICLE IX - ASSOCIATION EXPENDITURES.**

Section 1. The Board will establish annual budgets, and approve changes in fixed budgeted expenditures as the need arises.

Section 2. The Board authorizes the Treasurer and/or accounting agent to make cash disbursements as budgeted or as otherwise approved by the Board

Section 3. Any income received or equipment belonging to the LAPOA shall be applied only to the operation and maintenance of the deeded and/or platted properties owned by the Association. This provision may not be amended by the Board of Directors.

#### **ARTICLE X - DUTIES OF OFFICERS**

Section 1. PRESIDENT. The President shall be the chief executive officer of the Association, and shall have the general control and management of its business and affairs, subject, however, to the orders of the Board of Directors. He shall spend no monies of the Association unless first approved by the Board. He shall preside at all meetings of the Association and at all meetings of the Directors.

Section 2. VICE PRESIDENT. The Vice President shall act in the place of the President in his absence, or in the event the office of the President shall become vacant, or due to the inability of the President to discharge the duties of the office. The Vice President shall also perform such other duties as may be delegated by the Board.

Section 3. SECRETARY. The Secretary shall keep the minutes of all the meetings of the Association and the directors, and shall preserve in the files of the Association, true minutes of the proceedings of all such meetings. The Secretary shall maintain current lists of the names, addresses and lot numbers of all Members of the Association. The Secretary shall also be custodian of the Association seal.

Section 4. TREASURER. The Treasurer shall disburse the funds of the Association only as ordered by the Board of Directors, taking proper vouchers for such disbursements, and shall render to the President and Directors, at regular meetings of the Board, and whenever requested by them, an account of all the transactions as treasurer and of the financial condition of the Association. The Treasurer shall have custody and keep accounts of all monies, corporate funds, and securities of the Association, and shall keep in book belonging to the Association, full and accurate accounts of all receipts and disbursements. The Treasurer shall oversee the depositing of all monies, securities and other valuable effects in the name of the Association in such depositories as may be designated for the purpose by the Board of Directors, and perform such other duties as delegated by the Board of Directors.

#### **ARTICLE XI - STANDING COMMITTEES AND CHAIRPERSONS**

Section 1. The President, with the approval of the Board, will appoint chairpersons for the following standing, operating committees:

- a. Roads and Maintenance
- b. Parks, Recreation, Lakes and Safety.
- c. Building Control.
- d. Long-range Planning.
- e. Pool.
- f. Real Estate.
- g. Parliamentary, Bylaws and Historian.
- h. Campground.
- i. Environmental and Zoning.
- j. Collection Committee.
- k. Newsletter
- l. Minerals

Section 2. The chairpersons of all committees must be an elected member of the Board of Directors.

Section 3. The duties of the chairpersons of the above committees will be established by the Board, reviewed annually, and made available to Association members.

Section 4. Committee chairpersons will select committee members deemed necessary to accomplish the assigned duties, and have the committees in place by the August meeting for the year in which they are appointed.

Section 5. The President, with approval of the Board of Directors, may, on an annual basis, appoint special committees for any purposes deemed necessary and appropriate. Such committees shall meet the other requirements of committees under this Article XI, and will not be extended from year to year unless further authorized by the Board of Directors.

Section 6. All committees shall make regular reports to the Board of Directors. No committee, or committee chairperson, has authority to bind the Association, unless expressly authorized by duly taken action of the Board of Directors.

#### **ARTICLE XII - APPOINTED AND/OR SALARIED AGENTS OF THE BOARD OF DIRECTORS**

Section 1. The Board of Directors is authorized to appoint or hire independent agents to perform services for the Association. Such positions shall include, but not be limited to, the following:

- a. Accounting Agent

- b. Financial Secretary and/or Committee
- c. Maintenance Person(s)
- d. Pool Manager
- e. Campground Manager

Section 2. The specific duties of each agent will be established by the Board, and made available to Association members. These same duties, along with negotiated salary and term duration, will be delineated in contract form, and agreed to and signed by the Board designee and respective agent.

Section 3. Salaried agents will not have the rights and privileges of Board members, unless they are a duly elected member of said Board. They will attend all regular Board meetings and give reports of assigned duties, as requested.

Section 4. When a salaried position is open, the residents and members of the Association in good standing shall have first consideration for such position, providing qualifications are acceptable to a majority of the Board members. If no resident or member is acceptable, the Board shall advertise for outside applicants. All bids shall be submitted in sealed envelopes.

### **ARTICLE XIII - DISSOLUTION**

The Association may be dissolved only with the assent given in writing and signed by two thirds of the Members eligible to vote under Article V, Section 1. Written notice of a proposal to dissolve, setting forth the reasons therefore and the disposition to be made of the assets ( in accordance with Article XIV herein ), shall be mailed to every Member at least ninety (90) days in advance of any such action taken.

### **ARTICLE XIV - DISPOSITION OF ASSETS UPON DISSOLUTION**

Upon dissolution of the Association, the assets, both real and personal, of the Association, shall be dedicated to an appropriate public agency or utility to be devoted to purposes, as nearly as practicable, the same as those to which they were required to be devoted to by the Association. In the event that such dedication is refused , such assets shall be granted, conveyed, and assigned to any non-profit corporation, association, trust or other organization to be devoted to purposes, as nearly as practicable, the same as those to which they were required to be devoted to by the Association. No such disposition of the Association properties shall be made to divest or diminish any right or title of any Member vested in them under the recorded covenants and deeds applicable to the properties, unless made in accordance with the provision of such covenants and deeds.

### **ARTICLE XV - AMENDMENT**

Section 1. The Board of Directors may modify these Association Bylaws, by a 2/3 majority vote of the entire Board of Directors, irrespective of quorum requirements, subject to the provision that any such amendments or modifications made in this manner shall be brought before the Association at the next annual meeting, or prior thereto by mail, so that the Membership, by a majority of those voting, may affirm the action of the Board. Failure of the majority to confirm the changes shall result in the Bylaws reverting back to their form as existing prior to such amendment by the Board.

Section 2. These Bylaws, however, shall not be altered, amended, or changed to increase the assessment of any Member without prior affirmative vote of 2/3 of the Membership voting at an Annual or Special meeting called for that purpose, or 2/3 of the Members returning mail ballots.

Section 3. The Members of the Association may propose changes in these Bylaws, provided such proposals are filed in writing with the Secretary on or before May 1st of the year of the proposal. Any such proposal must be signed by twenty-five (25) or more Members of the Association in good standing, and mailed to the Association address: 7065 Arrowroot Trail, Box A3, Gaylord, Michigan 49735. The proposed change shall be placed on the agenda for the next annual meeting, for a vote of the Members present or, at the discretion of the Board of Directors, be submitted to the Membership by mail. It must be passed by a 2/3 majority of the Members voting.

Section 4. The Board of Directors shall have the power and authority to interpret the meaning of any section or provision of these Bylaws and also rule thereon at any meeting.

## **ARTICLE XVI – SUPPLEMENTARY DOCUMENTS**

Section 1. As stipulated elsewhere in these Bylaws, the Board of Directors shall establish, publish, annually review, and revise as necessary, the following supplemental documents:

- a. Rules and Regulations Governing Use of Association Properties and Facilities. (Article VI, section 7)
- b. Responsibilities of Standing Operating Committees (Article XI, Section 3)
- c. Duties of Salaried Agents (Article XII, Section 2)
- d. Oath of Office for Board of Directors (Article VIII, Section 6)

Section 2 Members in good standing may petition the Board to make changes in any of the of the foregoing documents and, upon Board concurrence, the changes shall be implemented. In the event the Board rejects the proposed change, the Member may present it for consideration by the general Membership, following the procedure governing the amendment of these Bylaws, as described in Article XV, Section 3.

## **ARTICLE XVI - AVAILABILITY OF DOCUMENTS**

Section 1. Each Board member is to receive copies of these Bylaws, Supplemental Documents, all applicable Declarations of Restrictions, and current contracts of the Association Salaried Agents.

Section 2. Association Members in good standing may request a copy of these Bylaws, Supplemental Documents, and the Declarations of Restrictions by paying a prescribed fee which will cover the cost of printing and mailing.

## **ARTICLE XVII – EFFECTIVE DATE OF BYLAWS**

These Amended and Restated Bylaws have been approved and implemented by more than a two-thirds (2/3) majority of the Board of Directors on August 6, 2005, and confirmed by a vote of the majority of the Membership on (pending). A history of previous Bylaws, and amendments, shall be maintained in the Association records.