

WILD MEADOWS HOMEOWNERS' ASSOCIATION BY-LAWS REVISED 6/16/2010

ARTICLE I - NAME

The name of the organization shall be *Wild Meadows Homeowners' Association*, hereafter referred to as the *Association*.

ARTICLE II – PURPOSE

To develop and perpetuate a true spirit of civic unity and social camaraderie.

To provide homeowners with an organized and unified means of communicating with management.

To represent Wild Meadows residents at public meetings affecting the well being of the homeowners.

ARTICLE III - MEMBERSHIP

Membership in the Association shall be limited to owners and co-owners of homes in Wild Meadows.

Annual dues of a minimum of \$10.00 per member are payable each year in January **BUT NO LATER THAN JULY 1** or when joining the Association. **CO-OWNERS CAN VOTE WITH A PAYMENT OF \$10.00 EACH (APPROVED 6/16/10)**. New members joining after July will pay dues of one-half the annual dues for the balance of the year.

The Board of Directors of the Association may recommend, for membership approval, an assessment based on special needs, or a change in the amount of the annual dues when deemed necessary.

Membership is not transferable or assignable.

ARTICLE IV - BOARD OF DIRECTORS

The Board of Directors shall manage the business affairs of the Association. Expenditures of more than \$150.00 must be approved by the general membership.

The Board of Directors shall consist of the four (4) officers (president, vice president, secretary and treasurer) and five (5) members at large, elected by a majority of the membership present at the annual meeting in October.

The Board of Directors shall meet a minimum of four (4) times each calendar year. A quorum shall consist of a majority of voting members.

Any member of the Board of Directors may be removed from office for just cause by a majority vote of eligible voters attending a general or special meeting of the Association called in accordance with the by-laws.

ARTICLE V – TERMS OF OFFICE

The newly elected officers and board members shall assume their offices immediately upon election.

The president will serve a term of 2 years and would become an ex-officio member of the board for 2 years upon leaving office.

The vice-president, secretary, and treasurer are elected for a 2 year term.

Three of the at-large board members would be elected in odd-numbered years and two in even-numbered years, for terms of two years.

In the event of a vacancy on the board, the ranking officer would appoint a nominating committee and hold a special election to fill the vacancy.

ARTICLE VI - DUTIES OF OFFICERS

The President shall preside at all meetings of the Association and of the Board of Directors. S/ He shall have the authority to appoint all committee chairpersons and shall serve as an ex-officio member on all committees (except Nominating Committee) with voice only. S/He shall serve as the spokesperson/representative of the Association to management and other publics.

The Vice President shall assume the duties of the President during the absence and/or incapacity of the President. S/He shall also aid in any responsibilities requested by the President

The Secretary shall keep minutes of all Board and Association meetings and shall report the minutes of the previous meeting's proceedings.

The Treasurer shall be the custodian of all funds collected by the association and its committees. S/He shall open and maintain accounts with such financial institutions as approved by the Board of Directors and keep adequate records of all receipts and disbursements. S/He shall make a financial report at all meetings of the Board of Directors and the Association. S/He shall also maintain an up-to-date membership roster of the Association for immediate reference at any time.

ARTICLE VII - MEETINGS OF THE ASSOCIATION

The regular meetings of the Association will be held at least quarterly, with an annual meeting held in October.

Purpose of the Annual Meeting:

Hear reports of the Officers

Determine annual dues

Conduct the election

D. Conduct any business as may come before the Association

Voting at Association meetings

A quorum shall consist of one fourth (1/4) of the total membership of the Association in good standing.

Voting will be limited to one (1) vote per each member in good standing. (as amended June 16, 2010)

When ballots are used for elections purposes, any member in good standing who is unable to attend may use absentee ballots. These absentee ballots must be received by the secretary one week before the October Annual Meeting.

Good standing is defined as annual dues paid.

A special meeting of the full Association may be called at any time by the President, by a majority of the Board of Directors, or by petition of at least ten (10%) percent of the Association members in good standing. Notice of a special meeting must be made 10 days prior to the meeting by e-mail and/or in writing.

ARTICLE VIII - COMMITTEES

Committees of the Association may be formed as desired by the membership and approved by the Board of Directors.

New Committee Chairmen are to be announced by the Board of Directors at the next meeting following the annual meeting of the Association and begin their term immediately after the meeting.

Committee Chairmen are responsible to select their committee members by the next meeting following the annual meeting

All committee appointments shall be for one year beginning at the next meeting following the annual meeting.

Committees may determine their own agendas but must submit same to the Board of Directors for approval prior to taking action.

The President, in July, shall appoint or accept volunteers to serve on a Nominating Committee.

It shall be the Nominating Committee's responsibility to select candidates, determined by their qualifications as members in good standing and willingness to serve.

The Nominating Committee will present to the Board in September a slate of candidates.

Written notice of the slate of candidates must be given to all members at least one week before the annual meeting.

ARTICLE IX - GENERAL POLICIES

The Board of Directors shall be available to hear and consider all suggestions, recommendations, and complaints.

Requests for consideration and action by the Board of Directors must be made in writing and submitted to the Secretary at least ten (10) days prior to the next regular Board meeting in order to be included on the agenda.

Any member of the Association in good standing may attend meetings of the Board of Directors and be heard on any item included in the agenda.

In all meetings of the Association and Board of Directors, *Roberts Rules of Order* shall govern procedures.

The Secretary or another member of the Board of Directors will accompany the President to each meeting with management.

Notice of meetings of the Association and the Board shall be delivered to all members ten days prior to the meeting date.

ARTICLE X – AMENDMENTS

By-Laws of the Association may be adopted, amended, or repealed by a majority vote of the members attending a regular or special meeting of the Association upon at least one (1) week's written distribution of the actual proposed change prior to the meeting at which the proposal will be presented.