

BY LAWS

BY LAWS FOR ANN LAKE PROPERTY OWNERS' ASSOCIATION, INC.

August 16, 2009 revised 2010

June 27, 2015 revised:

- * Article IV Officers
- * Article V Board of Directors
- * Article VI Committees
- * Article X Amendments, Section 3 – Electronic Transmission

ARTICLE I NAME AND ORGANIZATION

Section 1 This organization shall be known as Ann Lake Property Owners' Association, Inc., a non-profit corporation of Almira Township, Benzie County, Michigan.

Section 2 The fiscal year of this Association shall be January 1 to December 31.

ARTICLE II PURPOSES

Section 1 This Association shall promote the education of riparian property owners and other lake users about water quality and water safety.

Section 2 This Association will support issues which concern the welfare of the lake in general, including the conservation of the water supply in the lake and watershed, the maintenance of the quality of water safe for swimming and conducive to the renewal of the fish resources.

Section 3 This Association shall support the measurement and evaluation of hydrological data of the lake so that decisions and actions of the Association shall be in line with what is best for the lake.

Section 4 This Association will promote the best interests of the membership in fiscal and civic matters such as taxation, zoning developments affecting property rights and values, pending legislation, law enforcement, etc.

Section 5 This Association will strive to insure that individual rights should be enjoyed and protected without trespassing on the rights of others.

Section 6 This Association will work to preserve Ann Lake as a natural resource and recreational area through protection and prudent use of its environs, as well as encouraging safe and reasonable boating practices.

ARTICLE III MEMBERSHIP

Section 1 Membership in the Association shall be limited to riparian property owners on the lake and persons who own property with deeded legal access to the lake. A person who has negotiated a contract to purchase riparian property with legal access to the lake shall be eligible for membership.

Section 2 The “term “member” is defined as a household unit (household defined as any group of people owning a property). For purposes of voting, the individuals whose names are recorded on the deed shall be entitled to one vote per household. Votes shall be carried by a simple majority of the active members either present or voting by proxy.

A referendum vote by mail may be called by the President, any two Directors, or any twenty active members if there is any question as to adequate preparation, adequate notice, or whether the vote was representative of the full membership.

Section 3 Each member of this Association shall be equally privileged with all other members in his/her voice and vote upon any policy or proposition presented for discussion or decision at any meeting of the members.

Section 4 The membership year is from January 1 through December 31 of each calendar year.

Section 5 Dues shall be recommended and approved by the membership. The annual dues must be paid to the Treasurer by the date of the annual meeting to be eligible to vote.

Section 6 Any member who shall reflect discredit upon this Association may be removed from membership by a 2/3 vote of the entire membership of the Association’s Board of Directors. Written notice shall be mailed to the Member 30 days prior to any action taken by the Board. A hearing before the Board shall be provided if requested by the member of the Association.

Section 7 Withdrawal from membership in the Association shall be by written notice to or from the Secretary of the Association.

ARTICLE IV OFFICERS

Section 1 The President and Vice-President shall be elected annually for a term of one year and may be reelected to succeed themselves. The President shall have served on the Board of Directors prior to nomination. The Treasurer and Secretary officers will be elected alternatively for a term of three years and may be elected to succeed themselves.

Section 2 The officers shall serve without compensation.

Section 3 In case of death or resignation of the President. the Vice President shall at once assume the President’s title and duties. The vacancy in the office of the Vice President shall be filled by a majority vote of the Board of Directors. In case of death or resignation of any other officer. the office shall be immediately filled by appointment by the President with a majority of the members of the Board concurring.

Section 4 Any officer or director becoming ineligible for membership in the Association shall automatically forfeit the office. and such vacancy shall be filled in the same procedure as stated above.

Section 5 The President shall preside at meetings of the Association and of the Board of Directors and shall cast the deciding vote in case of a tie. The Vice President shall assist the President in the performance of the President's duties. In the absence of the President, the Vice President shall preside at the meetings of the Association and perform all other duties of the President.

Section 6 The Secretary shall conduct all correspondence for the Association and the Board of Directors, keep the minutes of all meetings, and maintain a clear record of the business of the Association and Board of Directors.

Section 7 The Treasurer shall make a written report of the Association's financial status at each meeting of the Association and of the Board of Directors and prepare a written statement annually that will be available to the membership at the Annual Meeting and again at the end of the fiscal year.

All monies paid to the Association shall be deposited by the Treasurer in the bank account of the Association. The records of the Association shall be reviewed by one member of the Board and one member at large within 30 days of the end of the fiscal year.

ARTICLE V BOARD OF DIRECTORS

Section 1 Board members from the membership-at-large shall serve for a period of three years. Terms of service will be staggered so that no more than two directors are elected in any given year. Terms begin on January 1 following their election,

Section 2 The Board of Directors shall have control of the affairs and property of the Association and shall serve as the executive and policy-making group of the Association.

Section 3 A quorum shall consist of a simple majority of the officers and other Directors who are eligible to vote.

ARTICLE VI COMMITTEES

Section 1 Standing committees shall be Environmental & Communication. Each standing committee shall be chaired by a Board member.

Section 2 The Nominating Committee shall consist of a minimum of three members and shall be elected by a majority vote of the Board of Directors.

ARTICLE VII MEETINGS

Section 1 The Association's Annual Meeting shall be held on a Saturday in June each year and due notice sent to each member.

Section 2 A special meeting of the membership may be called at the option of the President or when requested by any two members of the Board. Every member shall be notified of such a meeting by regular United States mail or e-mail at least 14 days prior to the time of the meeting.

Section 3 A quorum of the Association shall be no less than 10 percent of the entire Membership. Voting members shall register with the Secretary of the Association immediately prior to any regular or special meeting.

ARTICLE VIII ORDER OF BUSINESS

Section 1 All meetings of the membership and the Board of Directors shall be as Follows:

- | | |
|----------------------------------|--------------------------------|
| 1. Call to Order | 6. Report of Ad Hoc Committees |
| 2. Roll call of Officers | 7. Unfinished Business |
| 3. Reading of Minutes | 8. Election of Officers |
| 4. Report of Officers | 9. New Business |
| 5. Report of Standing Committees | 10. Adjournment |

ARTICLE IX PARLIAMENTARY AUTHORITY

The rules contained in the current edition of ROBERT S RULES OF ORDER NEWLY REVISED shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules or order the Association may adopt.

ARTICLE X AMENDMENTS

Section 1 The Bylaws may be amended at any regular or properly called special meeting of the membership by a 2/3 vote.

Section 2 Members shall be notified in writing of proposed Bylaw changes at least 30 days prior to the meeting called to consider revision of the Bylaws and receive notices of changes enacted.

Section 3 “Electronic transmission” or “electronically transmitted” is defined as any form of communication that meets all of the following:

- * It does not involve the physical transmission of paper.
- * It creates a record that may be retained and retrieved by the recipient.
- * It may be directly reproduced in paper form by the recipient through an automated process.

Directors not physically present at a meeting or discussion may participate by means of remote communication and are considered present in person and can vote if all of the following are met:

- * The corporation implements reasonable measures to verify that each person considered present and permitted to vote at the meeting by means of remote communication is a Director.
- * The corporation implements reasonable measures to provide each Director a reasonable opportunity to participate in the meeting and to vote on matters submitted to the members, including an opportunity to read or hear the proceedings of the meeting substantially concurrently with the proceedings.
- * If a Director votes or takes other action at the meeting by means of remote communication, a record of the vote or other action is maintained by the corporation.

These amended BY-LAWS are effective as of the 2015 Annual Meeting.