

BYLAWS of the LAKEVIEW ESTATES HOMEOWNERS ASSOCIATION

I Membership

Section A: Membership shall be limited to one (1) owner of each lot in the Lakeview Estates subdivision, recorded October 8, 1980 under Auditor's file #382256 in Volume 7 of surveys, page 74 record, of Mason County, Washington.

Section B: Dues shall be levied in amounts approved by the membership and as necessary to pay the expenses of the Association.

II Management

Section A: The business and property of the Lakeview Estates Homeowners Association shall be managed by a Board of Directors consisting of not less than seven members.

Section B: Directors shall be elected by a vote of the membership of the Association at the annual meeting. The annual meeting of members will be held on a day in September selected by the Board of Directors, notice of which shall be given not less than one month before the date of said meeting. Included in this agenda will be the annual report of the Treasurer. Other meetings of the membership and/or Board of Directors may be held as required.

Section C: Within a reasonable time after their election, the members of the Board of Directors shall elect from their number a President, Vice President, Secretary, and Treasurer. These elected officials shall also serve as officers of the Association. Such other officers, assistant officers and replacements as are required may be elected or appointed by the Board.

III Duties of Officers and Committees

Section A: The President shall supervise all activities of the Association; execute all instruments in its behalf; preside at all meetings of the Board of Directors and/or the membership of the Association; call such meetings of the membership as shall be deemed necessary; serve as Chairman of the Executive Committee; and perform all other duties incident to the position and office as are required by law.

Section B: The Vice President shall act for the President in his absence and, when so acting, shall have all the powers and be subject to all the responsibilities given to or imposed upon such President. In addition he shall perform such other duties as the President may direct.

Section C: The Secretary shall keep the minutes of the meetings of the Board of Directors and of the Association membership in appropriate books; give and serve all notices of the Association; be custodian of the records and of the Seal, affixing the latter when required; record, sign and issue certificates of membership; present to the Board of Directors all communications addressed to him officially by the President, other officers or members of the Association; attend to all correspondence; and perform all other duties incident to the office of Secretary.

Section D: The Treasurer shall receive and be accountable for all funds, books, documents, office equipment, supplies and other property belonging to the Association; pay all obligations incurred by the Association when such payment is authorized by the Board of Directors; maintain bank accounts in depositories designated by the Board of Directors and render periodic financial reports.

Section E: The Executive Committee shall consist of the President and two additional Directors appointed by the President with the approval of the Board of Directors. The purpose of this committee will be to act in lieu of the full Board of Directors when in their judgment, such action is required, necessary, and in the best interests of the membership.

III Indemnification

To the full extent permitted by the Washington Nonprofit Corporation Act, the Association shall indemnify any person who was or is a party, or is threatened to be made a party, to any civil, criminal, administrative or investigative action, suit or proceeding (whether brought by or in the right of the Association or otherwise) by reason of the fact that he is or was a Director or Officer of the Association, against expenses (including attorneys fees), judgments, fines and amounts paid in settlement actually and reasonably incurred by him in connection with such action, suit or proceeding; and the Board of Directors may, at any time, approve indemnification of any other person which the Association has the power to indemnify under the Washington Nonprofit Corporation Act. The indemnification provided by this paragraph shall not be deemed exclusive of any other rights to which a person may be entitled as a matter of law or by contract.

V Rules of Procedure

The rules of procedure at meetings of the members of the Association shall be the rules contained in *Roberts' Rules of Order on Parliamentary Procedure*, as amended, so far as applicable and when not inconsistent with these Bylaws, the Articles of Incorporation or with any resolution of the Board of Directors.

VI Amendments

These Bylaws may be altered, amended or repealed and new Bylaws may be adopted by the Board of Directors at any regular or special meeting of the Board. Members may also make, alter, amend and repeal Bylaws of the Association at any Annual Meeting or at a special meeting called for that purpose; and all Bylaws made by the Board may be amended, repealed, altered or modified by the members at any regular or special meeting called for that purpose.

1. Board Positions: (7/8/01)

- People are elected for two year terms. Each individual serves for two years.
- Each year the new Board decides all Officers positions. Any elected person can fill any Board position.
- If a Board Member leaves the Board, the Board will request an HOA member to finish that term. The Board must agree (by majority vote) on who they will ask.
- If a Board Member leaves an Officer position, the Board simply reorganizes itself.

2. Number of Board Members – superceding II.A. (7/8/01)

The business and property of the Lakeview Estates Homeowners Association shall be managed by a Board of Directors consisting of not fewer than six members. Four members constitute a quorum for a Board of six members.

3. The HOA's Method of Voting: (7/8/01)

Members are sent ballot information and a ballot for each lot owned, along with an envelope (which must be used) addressed to the HOA with a return label showing the members name and lot numbers. Members can vote and mail in their ballots, or retain them to turn in at the meeting. At the meeting, the envelopes received are opened, the unopened ballots are deposited in the ballot box, and the member is recorded as having voted. Any members present at the meeting who want to vote in person place their ballots in the box next, and they are recorded as having voted. When all ballots have been deposited, the box is opened and the ballots read and tallied in front of the membership. The results are announced immediately.

4. Clarification of CCR 14: (12/9/01)

The only existing access to the community road shall be the two that are already established from the Tahuya-Blacksmith road. Therefore, as per covenant 14, vegetation shall not be disturbed (nor removed) along the perimeter or edges of our community. Thus, neither new roads nor any other accesses to our community are to be created. We intend to maintain a complete vegetative barrier between our community and the surrounding land.

The foregoing Bylaws were adopted on the ____ day of _____ 1991

Sutherland McLean, Incorporator