

**BYLAWS FOR
THE HULON GREENE
HOMEOWNERS ASSOCIATION**

Passed by Special Vote September 27, 2016.
In effect October 1, 2016

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Bylaws for the Hulon Greene Homeowners Association

Whereas, the owners of the patio and condominiums that comprise the membership of the Hulon Greene Homeowners Association, Inc. have determined the need to examine the Bylaws adopted in March 1992, to ascertain if current policies and practices are in accord with the provisions approved at that time. Finding a number of needed changes, it is the intent of the Hulon Greene Homeowners Association that upon approval of two-thirds of owners eligible to vote that any and all of the provisions of the original Bylaws adopted in March 1992, not restated are revoked and superseded as follows:

Article I.

Location:

The principle office of the Hulon Greene Homeowners Association, Inc. hereinafter referred to as the HGHOA, shall be located at 900 Poinsett Place, West Columbia, South Carolina 29169.

Article II.

Purpose:

The purpose of the HGHOA is to act on behalf of the owners of the condominiums and patio homes (shown on plats recorded in Plat Book 201G, pp 85-87) and on the Master Deed, dated March 7, 1985. The HGHOA will serve as the governing body in the administration, maintenance, repair, replacement and improvements of all the property described in and made subject to *the Protective Covenants, Restrictions and Easements for the Hulon Greene Retirement Community*, 1992 or as duly revised and approved thereafter. In addition, the Association will maintain the provisions of the agreement, entered into on July 30, 1992, between HGHOA and the Clubview Homeowners Association and comply with any laws passed by the General Assembly of South Carolina pertaining to condominiums and homeowners associations, as well as rules and regulations enacted by the city of West Columbia, Lexington County or South Carolina.

Article III.

Membership:

Section 1. Eligibility

Members shall consist of all one hundred and fourteen (114) patio and thirty six (36) condo owners. The owner is the person(s) whose name(s) is on the deed. Membership is not transferable. Membership shall terminate upon a sale, transfer or other disposition of the property.

Section 2. Responsibilities

Owners are to pay a monthly assessment fee as specified in the Annual Budget and approved by the membership. Owners three months or more in arrears in paying the monthly assessment fee shall not be entitled to the benefits of membership until satisfactory arrangements are agreed upon. New owners are expected to attend information sessions on HGHOA governing documents, their responsibilities and benefits.

Article IV.

Meetings:

Section 1. The Annual Meeting

The Annual Meeting of the HGHOA shall be held in early December each year for the purpose of electing the Board of Directors, approval of the Annual Budget, voting on amendments, recognition of owners who have died, recognition of significant accomplishments by owners during the year, progress reports from committees and transaction of such other business as may come before the meeting.

Section 2. Special Meetings

A special meeting of owners for any purpose may be called by the Board or by the President. If twenty-five percent (25%) of owners submit a written request for a special meeting, the Board shall approve the request and set the date and time.

Section 3. Meeting Location

The meeting location, unless designated elsewhere by the Board of Directors of the HGHOA, shall be in the clubhouse.

Section 4. Notice of Meeting

Notice of meetings shall be in writing stating the place, day and hour and in the case of a special meeting, the purpose and be delivered not less than three days nor more than ten days before the date of the meeting.

Section 5. Conduct of Meetings

Conduct of meetings shall be based on the stated purpose of the meeting including Board Meetings. Committees shall provide the Board with a written report of their meetings and action requested if any from the Board. If needed the person chairing the meeting may appoint a Parliamentarian who shall rule on the points of procedural contention using Robert's Rules of Order. The Board may develop further guidelines for meetings if needed.

Section 6. Voting Eligibility

Voting eligibility shall be determined by the Secretary by checking the list of members in good standing.

Section 7. Quorum

A quorum shall be fifty-one percent (51%) of the total owners (150) entitled to vote and present (76) at the Annual and any Special Meetings of the HGHOA. If a quorum is not present, the meeting may continue provided a majority (4) of the HGHOA Board vote to continue. Any business as originally stated in the written notice may be transacted by those members present. New business will not be permitted.

Article V.

Board of Directors:

Section 1. Power

The Board of Directors shall manage all the business and affairs of the HGHOA. The Board shall have the authority to promulgate, exercise and enforce any and all rules and regulations as consistent with the enabling *Protective Covenants, Restrictions and Easements for the Hulon Greene Retirement Community*, March 1992 and may enact policies to provide members with guidance, direction and procedures as needed provided the Board presents the proposed policy at the Board/HGHOA meeting at least a month before it is to be implemented. The Board shall ensure that new owners shall receive an orientation of HGHOA governing documents and the responsibilities and benefits of membership.

Section 2. Annual Budget

The Annual Budget approved at the Annual Meeting shall serve as the business plan for the Board of Directors. The Board shall have the authority to approve expenditures over the amount in the Annual Budget in an emergency up to five thousand dollars. Amounts in excess of this amount will require notice to the owners of the need for the expenditure, the time and place for voting approval or disapproval. Approval will require a majority vote of owners present. The Board has the authority to employ staff or contract with a property management firm to provide administrative, financial and property management services as needed provided funding is included in the Annual Budget as approved at the Annual Meeting.

Section 3. Number and Tenure

The number of directors of the HGHOA shall be seven. The term of office shall be one-year. There is no term limit. Two of the Directors must be condo owners and two must be patio owners.

Section 4. Board Meeting

The Board shall meet monthly for the purpose of conducting business. The date and time shall be determined by the Board members. In addition, the Board shall meet at least quarterly with the HGHOA owners to communicate plans, receive concerns, and answer questions. The frequency of Board/owner meetings, monthly, bi-monthly or quarterly and day, time and location of the Board/owners meeting shall be determined by the President in January and communicated to owners in February. Two of the meetings are

to be held after normal business hours. Minutes of all Board meetings will be available to any owner in the Library.

Section 5. Special Meetings

Special Meetings of the Board of Directors may be called by or at the request of the President or any two directors. The person or persons authorized to call special meetings of the Board of Directors may fix the place for holding any special meeting of the Board of Directors called by them.

Section 6. Action without a Meeting

Any action that may be taken by the Board of Directors at a meeting, may be taken, without a meeting, if a written consent sets forth the action to be taken, and is signed by a minimum of four of the directors before said action is taken.

Section 7. Vacancies

Any vacancy occurring in the Board of Directors may be filled by the affirmative vote of a majority of the remaining directors. A director elected to fill a vacancy shall be elected for the unexpired term of his or her predecessor in office. Any directorship is to be filled by election by the Board of Directors for a term of office continuing until the next election of Directors by the members.

Section 8. Compensation

Directors shall not be entitled to compensation for their service as a Director.

Section 9. Presumption of Assent

All Board members who are present at a meeting of the Board of Directors at which action on any association matter is taken shall be presumed to have assented to the action taken unless:

- (a) His or her dissent shall be entered in the minutes of the meeting
- (b) He or she shall file a written dissent to such action with the person acting as secretary of the meeting (before adjournment thereof). Such right to dissent does not apply to a director who voted in favor of such actions.

Article VI.

Officers:

Section 1. Number

The officers of the HGHOA shall be a President, a Vice President, a Secretary and a Treasurer, each of whom shall be elected by the Board of Directors.

Section 2. Election of Officers

Immediately after the Annual Meeting the newly elected Board members and the outgoing Board members shall meet for the purpose of transitioning the affairs of the HGHOA from one Board to the next and to set a date and time within the next five (5) business days for the new Board to elect a President, Vice-President, Secretary and

Treasurer. The remaining Board members shall serve as Directors. The sitting President chairs these meetings until a new President is elected. Each officer shall hold office until his or her successor has been duly elected the following year, until death, resignation, or removal as hereinafter provided. No officer shall serve more than three consecutive one-year terms in the same office.

Section 3. Removal

Any Board member may be removed by the Board of Directors or by a fifty one (51%) majority vote of all owners, whenever in their judgment; the best interest of the HGHOA will be served. The Board President shall meet with any Board member who has missed two consecutive scheduled Board meetings to determine cause and intent to continue. Missing three consecutive scheduled Board meetings automatically disqualifies a Director from continuing to serve on the Board.

Section 4. Vacancies

A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled by the Board of Directors for the unexpired portion of the term.

Section 5. President

The president shall be the principal executive officer of the HGHOA, and subject to the control of the Board of Directors, shall in general supervise and control all of the business and affairs of the HGHOA. He or she shall, when present, preside at all meetings of the owners and of the Board of Directors. In addition:

- (a) He or she may sign, with the Secretary or any other proper officer of the HGHOA thereunto authorized by the Board of Directors, contracts or other instruments which the Board of Directors has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these Bylaws to some other officer or agent, or shall be required by law to be otherwise signed.
- (b) Perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time.
- (c) Prepare a written agenda for meetings of the Board of Directors.
- (d) Vote on motions before the Board only if the vote is a tie.

Section 6. Vice-President

The Vice-President shall serve as the chief operating officer when the President is unable to serve and shall have all the powers and duties of the President. In addition, the Vice-President will be responsible for:

- (a) Providing an orientation for new owners of the responsibilities and benefits of membership in the HGHOA.
- (b) Promoting coordination among the Social Committees through planning meetings with committee chairman including the Clubhouse Committee Chairman.

Section 7. Secretary

The Secretary shall:

- (a) Keep the minutes of the proceedings of the members of the Board of Directors in one or more books provided for that purpose;
- (b) See that all notices are duly given in accordance with the provisions of these Bylaws or as required by law;
- (c) Be custodian of the HGHOA records;
- (d) Keep a register of the post office address of each owner;
- (e) Have general charge of the records of the HGHOA;
- (f) In general perform all duties as from time to time may be assigned to him or her by the President or by the Board of Directors.

Section 8. Treasurer

The Treasurer shall:

- (a) Have charge and custody of and be responsible for all funds and securities of the HGHOA;
- (b) Receive and give receipts for moneys due and payable to the HGHOA from any source whatsoever, and deposit all such moneys in the name of the HGHOA in such banks, trust companies or other depositories as shall be selected in accordance with the provisions of these Bylaws or manage the performance of these tasks when contracted to a Property Management company approved by the Board.
- (c) Ensure that all contracts have two or more bids and/or meets the Board's criteria for a sole or preferred provider and
- (d) In general perform all of the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him or her by the President or the Board of Directors.

Article VII.

Committees:

The Board may create or dissolve any and all committees, as it deems desirable. The Committees established by and reporting to the Board are:

Section 1. The Architectural and Grounds Committee

The Architectural and Grounds Committee shall be composed of a Chairman, a member of the Board, and five members appointed by the Board from patio and condo owners. Their responsibilities shall be:

- (a) Evaluate requests to modify the appearance of existing patio homes, the Clubhouse, condos, commons and plans to rebuild in case of total destruction.
- (b) Advise the Board regarding the maintenance and improvement of common areas.
- (c) Coordinate with the Property Manager the bidding process for contracting for services to maintain and improve commons and other services such as irrigation.

- (d) Conduct studies for the purpose of developing long range plans for drainage, trees, ponds and other needs as related to maintaining a healthy infrastructure.
- (e) Report activities each month at the Board/owners meeting.
- (f) Evaluate the performance of the company contracted to maintain the grounds twice a year and report to the Board.

Section 2. The Finance Committee

The Finance Committee shall be composed of a Chairman and four members appointed by the Board, the Treasurer, and a representative of the Property Management Company contracted to provide fiscal management. The Finance Committee shall develop the Annual Budget and submit it to the Board of Directors by October 1 of each year and provide financial advisory assistance to the Board as requested. The Treasurer shall serve as the Board liaison.

Section 3. The Elections and Voting Committee

The Elections and Voting Committee is appointed by the incumbent Board and shall be responsible for compliance with Voting Procedures. The committee shall consist of seven members, including both condominium and patio homeowners. The incumbent HGHOA president, with the advice and consent of the Board, is to appoint the Committee and the committee chairman. The Elections and Voting Committee must be appointed no later than eight weeks before the Annual Meeting.

Section 4. The Clubhouse Committee is responsible for the interior of the building including decorating arrangement of furniture, signage and pictures. In addition the Committee identifies long range needs and brings these to the attention of the Board.

Section 5. The Activities Committee shall plan and administer activities to enhance the social interaction of the Hulon Greene community including: covered dish meals, holiday celebrations, trips, special events, card nights, pool tournaments, and other activities appropriate for seniors.

Section 6. The Health and Fitness Committee shall promote use of the Exercise Room. In addition it may from time to time sponsor special health and fitness initiatives such as exercise, walking and weight-loss programs.

Section 7. The Good Neighbor Committee

The Good Neighbor Committee shall welcome new owners, act as their guide to the community, introduce them at their first HGHOA assist them in other matters related to living in Hulon Greene as time and resources allow. In addition, the Committee shall maintain a current list of emergency contacts for condo and patio homes.

The Activities, Clubhouse, Health and Fitness and Good Neighbor Committees are vital to the social health of Hulon Greene. Membership in one of these is encouraged for all patio and condo owners who are not on a Board appointed Committee.

- (a) The Chairman for each of these four Committees shall be appointed by the Board.

- (b) In addition each of these four will have a designated Board member as a liaison.
- (c) The President shall ask owners to identify which of the committees is of most interest and match owners with their areas of interest. In addition, a Committee Chairman may recruit volunteers.
- (d) Each Committee shall develop and submit an annual Budget in September for the following fiscal year using a format provided by the Finance Committee.
- (e) Such budgets may include a startup fund and reporting procedures as approved the Treasurer.
- (f) Each Committee shall submit a monthly report and an annual report to the Board on accomplishments.

Section 8. Insufficient Response to call for Volunteers

If for any reason there is insufficient response from owners to the request for volunteers to serve on a committee, the Board of Directors may choose to assign certain tasks needing attention to either the property manager in its employ or negotiate certain tasks with the company contracted to provide property and fiscal management and assign Board members with certain tasks not appropriate for the property manager.

Article VIII.

Fiscal Management:

Section 1. Fiscal Year

The fiscal year of the HGHOA shall begin on the 1st day of January and end on the 31st day of December of each year.

Section 2. Accountability

All expenditures of the HGHOA shall be signed by the Treasurer and either the President, Vice-President or Secretary. If the Treasurer for any reason is not available, the President shall designate an Officer to sign for the Treasurer.

Books and accounts of the HGHOA shall be under the direction of the Treasurer and in accordance with accepted accounting practices. At the close of the fiscal year, the Treasurer will prepare a statement of the income and disbursements for the prior fiscal year that shall be presented at the February meeting of the Board and members.

A monthly report shall be prepared by the contracted fiscal manager for the President, Treasurer and Finance Committee Chairman showing Reserve Fund projects approved in the Annual Budget, the estimated cost, expenditure of Reserve Funds by project and balance. From time to time the Treasurer may alter the content to meet needs.

On odd number years or yearly if the Board so determines, an audit committee consisting of three (3) owners shall be appointed charged with determining if there exist any fiscal practices that can be improved provided no Board member or Finance Committee member from the year under review serves on the audit committee. The Board shall have

a fiscal audit conducted by a third party upon the change of property managers. The Board shall set aside sufficient funds for an audit in the Annual Budget that can be carried over each year until needed.

Section 3. Annual Budget

The Board shall charge the Finance Committee with drafting an Annual Budget by October 1 each year. The Annual Budget shall be prepared in the following manner:

- (a) The Operational Budget shall contain: current year expenditures, proposed line item expenditures by commons, condo and patio. Line items amounts shall be based on a zero-based planning model and a written explanation provided.
- (b) The Financial Reserve Fund Plan shall contain: capital accomplishments for the current year, capital proposals for the next five years and a Financial Reserve Fund Plan and Budget.
- (c) The Monthly Assessment Fee shall be calculated for condo owners and patio owners as separate entities. Each owner's monthly assessment fee shall be one-twelfth of the proportionate share of the total assessment for the fiscal year.
- (d) Projected income and expenditures for the proposed year.

Section 4. Approval

The Annual Budget must be approved by fifty-one (51%) percent of the membership voting by mail and the results revealed at the Annual Meeting.

Section 5. Special Assessments

The Board may impose special assessments for unplanned cost beyond the approved amounts, correction of income shortfalls or critical improvements not covered by approved budget amounts and requiring immediate action. A majority vote by the HGHOA of approval will be required for this action.

Section 6. Failure to Pay Fees or Special Assessments

If an owner refuses to pay the Monthly Assessment Fee or a special assessment approved by the HGHOA when due, the amount thereof shall constitute a lien on the interest of such member. Provided:

- (a) The owner is informed by the HGHOA office of the failure to pay after the 10th day of each month the account is delinquent;
- (b) After 60 days the owner is informed by mail by the property and/or finance manager as designated by the HGHOA's Board of the action to be taken if the account remains delinquent.
- (c) After 90 days, the owner is informed by certified mail signed by the HGHOA Treasurer that an attorney so designated by the HGHOA Board has been retained to pursue execution of a lien on the delinquent account and interest assessed. A copy of such mail shall be given to the HGHOA Secretary.

Article IX.

Elections and Voting:

Elections for the Board, approval of the Annual Budget, and changes to the Bylaws and any other requiring a vote of the membership shall be conducted in the following manner.

Section 1. Timing

The HGHOA Annual Meeting is to be held early in the month of December. At the meeting the membership will be given the results of the voting for Board Members for the calendar year ahead as well as the approval results of the next year's Annual Budget and any other items on the ballot.

Section 2. Qualifications

Each nominee for election to the Board must be a Residential Unit Owner whose permanent residence is Hulon Greene. At least two nominees must be condo owners, and at least two nominees must be patio homeowners. An incumbent Director may be nominated to serve for a consecutive term of one year. There is no limit on the number of terms. Service as a Director for less than twelve months during a calendar year term of office shall not be considered service for a full term. All nominees are elected to a one year term. Members of the Elections and Voting Committee are not barred from becoming nominees for election but may not be present during ballot prep, validating, tallying of votes or counting votes.

Section 3. Acceptance

Prospective nominees chosen by the Elections and Voting Committee or by petition shall be contacted by the committee before announcing their names, in order to obtain their acceptance of nomination; that is, their assurance that they will serve if elected.

Section 4. Nominations

The Elections and Voting Committee must present to the HGHOA membership a slate of nominees at least eight (8) weeks prior to the Annual Meeting. Since seven Directors are to be elected, there must be at least seven nominees. More than this number may be nominated if the committee feels it is desirable.

Section 5. Petitions

Additional nominations may be made by a petition signed by five (5) or more HGHOA owners and filed with the Election and Voting Committee not less than seven (7) weeks before the Annual Meeting. The Elections and Voting Committee must accept such nominations by petition and ensure they are added to the committee's own slate.

Section 6. Floor Nominations

No nominations from the floor shall be permitted at the Annual Meeting.

Section 7. Publicity

The Elections and Voting Committee shall prepare and distribute to the HGHOA membership a brief summary (in the nominee's own words) of the qualifications and experience of each nominee (including petition nominees). The summaries along with a copy of the proposed Annual Budget and any referendums to be voted on will be distributed to property owners by way of the November Evergreene.

Section 8. Voting Right

HGHOA owners are entitled to cast one ballot for each patio home or condo unit owned. No proxy votes will be allowed for the paper ballot.

Section 9. Voting Instructions

Voting instructions shall appear on the ballot as follows: Board Candidates. **Vote for no more than seven (7).** Please check the box in front of the nominee's name. Referendum- Approve referendum/Amendment ___. Check the box yes/no. Budget- Approve the 20__Budget. Check the box yes/no. Return the ballot in the enclosed envelope by _____.

Section 10. Voting Procedure

Ballots and instructions will be delivered by registered mail to property owners whose permanent address is not in Hulon Greene. The ballot will require that the owner date and return the ballot in the enclosed self- addressed stamped envelope. Owners who reside in Hulon Greene will be hand delivered a ballot and instructions. The ballot will require the owner to date the ballot and to return the ballot to the office or have it picked up by a member of the Elections and Voting Committee if necessary.

Section 11. Validity of Ballots

No member may cast more than one vote for any nominee, nor may a member vote for more than seven (7) of the nominees. However, if a member leaves one or more choices blank (votes for one or more nominees, but fewer than seven (7) the blank spaces in no way affect the validity of the spaces the member has filled, and for each of these votes the member must be given credit for one legal vote. If the ballot returned does not indicate a vote for either the Budget or referendums/amendments items, they will be recorded as abstaining.

Section 12. Ballots

Paper ballots shall be prepared listing the names of all nominees in alphabetical order, without regard to the method of nomination. No other personal information shall appear on the ballot: no street address or other indication that the nominee is a condominium or patio homeowner, and no indication that the nominee is an incumbent. The membership will be provided all the necessary information upon which to base voting choices. The ballot itself must be a level playing field. Included on the same ballot will be an opportunity to vote for the next year proposed Annual Budget and any referendums that require membership approval. The ballots will be different colors to differentiate between condo and patio home voters.

Section 13. Ballot Counting

Ballot counting will be conducted the morning of the Annual Meeting. Every ballot with a vote for one or more nominees, but not more than seven, is a valid ballot and will be counted. Any attempt by a voter to cast more than one vote for a particular nominee will simply be ignored, but the ballot will be accepted, counting only one vote cast for that nominee, on that ballot. Any ballot with votes for more than seven nominees is illegal and will not be counted, since it is not possible to determine for whom the member desired to vote. Ballots that are entirely blank or are not returned shall be recorded as abstaining for Board members and for the Budget. The total number of ballots received will be tallied to determine the number required for a simple majority. Referendum items will require a 67% positive vote of those voting to pass.

Section 14. Tallying

Before tallying begins the committee shall count the total number of ballots received. This number will be used to determine a majority. It will be determined by the Elections and Voting Committee if the required number of votes has been received for passage of the Budget. A simple majority of votes cast will constitute passage. Then the Elections and Voting Committee shall count and record the total number of votes received by each nominee, and proceed to identify the nominees who have been elected to fill the seven seats on the Board of Directors during the calendar year ahead.

Section 15. Condo Owner Seats

At least two Directors must be condominium unit owners. Accordingly, the two condominium unit owners receiving the largest number of votes among themselves shall fill these seats, regardless of the actual number of votes they received in comparison with the number of votes received by patio homeowners. If there are only two condominium unit owners listed on the ballot, they shall fill these two seats, whether or not they received any votes. If there is a tie between the two top condominium nominees they will fill the two seats. If the tie vote is between the 2nd and 3rd condominium nominees then the criteria used below in Section 17 shall be used

Section 16. Patio Owners Seats

At least two Directors must be patio homeowners. Accordingly, the two patio homeowners receiving the largest number of votes among themselves shall fill these seats, regardless of the actual number of votes they received in comparison with the number of votes received by the condominium unit owners. If there are only two patio homeowners listed on the ballot, they shall fill these two seats, whether or not they received any votes. If there is a tie vote between the two top nominees they will fill the two seats. If the tie vote is between the 2nd and 3rd patio home nominees then the criteria used in Section 17 shall be used

Section 17. At Large Seats

The remaining nominees, with no distinction made between condominium unit owners and Patio Home owners, now compete to fill the three remaining Board seats. The three of these nominees receiving the largest number of votes among themselves shall fill these

seats. If there is a tie for seat five the two nominees will fill seats five and six. If there is a tie for seat six the two nominees will fill seats six and seven. If there is a tie for seat seven the Elections and Voting Committee will determine the criteria they will use for filling the seat.

Section 18. Election Report

When the Elections and Voting Committee has completed its work, the committee chairman shall prepare a written report of the election results. The report will indicate that it is, in fact, the official report of the election results, and is to be signed and dated by the committee chairman. The report shall list (as shall the subsequent announcement to the assemblage) the names of the seven elected nominees in alphabetical order. The report shall not divulge the number of votes, nor the relative standing of nominees according to number of votes received. There shall be no indication for which seats (condominium homeowners, patio homeowners, or at large) they competed. From now on, the seven nominees are coequals, fully empowered to govern the affairs of the Association during the calendar year ahead. The newly elected Board members are to meet immediately following the Annual Meeting to receive a copy of the Board Book, to become acquainted with the duties of Board members and the officers, and to receive a briefing on unfinished business. The outgoing HGHOA President shall conduct this meeting. In addition, the Outgoing President shall set a date within the next five working days for the new Board to elect from among themselves the officers of the Association. A separate report will be prepared indicating the result of the Budget approval and another report for any referendums being considered.

Section 19. Announcing Results

The completed election report, budget report and referendum report, if applicable, will be delivered by the Elections and Voting Committee Chairman to the Annual Meeting Chairman (normally the incumbent HGHOA president) prior to the start of the Annual Meeting. The committee chairman shall ensure that the ballots and associated materials (committee worksheets, vote tallies, etc.) are placed in a large envelope, which is then sealed securely with tamper-proof mailing tape, marked to indicate contents, signed and dated by the chairman and delivered to the Association office for retention. The Annual Budget vote is to be delivered to the Board Treasurer prior to the meeting in a sealed envelope. Announcement of the election and voting results will be presented as a line item on the meeting agenda. The Treasurer will announce the vote on the Annual Budget results as indicated on the agenda, the newly elected Board members will be announced by the Elections and Voting Committee Chairman. Referendum results will be announced by the Board President.

Section 20. Publication of Results.

The election/voting results will be included in the minutes of the Annual Meeting. Following adjournment, the same results should also be published in a written notice distributed to all property owners, whether or not they attended the Annual Meeting.

Section 21. Confidentiality

Elections and Voting Committee members, including the chairman, are not to divulge any information about individual nominees beyond the information contained in the official election report.

Article X.

Amendments:

These Bylaws maybe amended at any time by the vote or written approval of sixty seven percent (67%) of owners.

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Certification) Bylaws for Hulon Greene
) Homeowners Association
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As of _____ 2016, the revised Bylaws have been approved by at least _____ owners representing _____% and are in effect as of this date.

Secretary
Hulon Greene Homeowners Assoc.

Witness:

President HGHOA

Chairman Ad Hoc Committee on
HGHOA Governing Documents

Notary