

1 the Public Records of Okaloosa County, Florida, a deed or other instrument evidencing legal title
2 to a Parcel. A Parcel refers to the Lot, the Home, and all Improvements thereon and all
3 appurtenances thereto.

4 **2.2 Voting Interests.** The Members of the Association are entitled to one (1) vote for
5 each Parcel owned by them. The total number of Voting Interests equals the total number of Parcels
6 subject to the Declaration. Suspension of voting rights shall not affect the basis for which Common
7 Expenses are shared or Common Areas and Common Surplus owned. However, suspended Voting
8 Interests shall be subtracted from the total number of votes required when calculating any required
9 vote or quorum during the period for which said Voting Interest is suspended. If a Parcel is owned
10 by multiple individuals, such as a husband and wife, any record Owner may vote on behalf of the
11 Parcel. If a Parcel is owned by a corporation, any officer may vote on behalf of said corporation.
12 If a Parcel is owned by a partnership, any general partner may vote on behalf of the partnership. If
13 a Parcel is owned in trust, any trustee of a trust shall be entitled to vote. If a Parcel is owned by a
14 limited liability company, any member, manager, or Officer may vote on behalf of the limited
15 liability company. Any person with apparent authority asserting the right to vote on behalf of a
16 Parcel owned by an artificial entity shall be presumed to be entitled to vote on behalf of said Parcel,
17 unless the Parcel has filed voting instructions with the Association designating some other person
18 entitled to vote or if the Association has reasonable cause to believe such person is not eligible to
19 vote. If multiple Owners or non-individual Owners of a Parcel cannot agree on how a vote is to be
20 cast, the vote shall not be counted as to the issue upon which disagreement exists. Voting
21 certificates are not necessary. No individual may cast a vote assigned to a Parcel where the voting
22 rights assigned to the Parcel are suspended pursuant to the terms of the Governing Documents
23 and/or Florida law. A Voting Interest or consent right allocated to a Parcel or Member which has
24 been suspended by the Association may not be counted towards the total number of Voting
25 Interests for any purpose, including, but not limited to, the number of Voting Interests necessary
26 to constitute a quorum, the number of Voting Interests required to conduct an election, or the
27 number of Voting Interests required to approve an action under the Governing Documents and/or
28 Florida law.

29 **2.3 Approval or Disapproval of Matters.** Whenever the decision or approval of the
30 Owner of a Parcel is required upon any matter, whether or not the subject of an Association

1 meeting, such decision or approval may be expressed by any person authorized to cast the vote of
2 such Parcel at an Association meeting as stated in Article 2.2 above, unless the joinder of all
3 Owners is specifically required by law or an express requirement in the Governing Documents.

4 **2.4 Change of Membership.** A change of membership in the Association shall be
5 established by the new Member's membership becoming effective as provided in Article 2.1
6 above. At that time the membership of the prior Owner shall be terminated automatically.

7 **2.5 Termination of Membership.** The termination of membership in the Association
8 does not relieve or release any former Member from liability or obligations incurred under or in
9 any way connected with the Community during the period of his membership, nor does it impair
10 any rights or remedies which the Association may have against any former Owner or Member
11 arising out of or in any way connected with such ownership and membership and the covenants
12 and obligations incident thereto.

13 **3. MEMBERS' MEETINGS; VOTING.**

14 **3.1 Annual Meeting.** There shall be an annual meeting of the Members in each
15 calendar year, or at a minimum within fifteen (15) months of the prior annual meeting. Failure to
16 hold an annual meeting does not cause a forfeiture or give cause for dissolution of the corporation,
17 nor does such failure affect otherwise valid corporate acts, except as provided in Section 617.1430,
18 Florida Statutes, as amended from time to time. The annual meeting shall be held on a day and at
19 a time and place designated by the Board, for the purpose of electing Directors and transacting any
20 business duly authorized to be transacted by the Members.

21 **3.2 Special Meetings.** Special Members' meetings shall be held whenever called by
22 the President or by the Board, and shall be called by the President or Secretary within a reasonable
23 time of receipt of petition of the Members, holding at least twenty percent (20%) of the entire
24 Voting Interests. The business at any special meeting shall be limited to the items specified in the
25 notice of meeting.

26 **3.3 Notice of Members' Meetings; Waiver of Notice.** Notice of all Members'
27 meetings must state the time, date, and place of the meeting. The notice of meeting must be mailed
28 to each Member at the address which appears on the books of the Association, or may be furnished
29 by personal delivery or electronic transmission, as provided by law. The Member is responsible

1 for providing the Association with notice of any change of address. The Association shall only be
2 obligated to mail or deliver notice to one (1) location, no matter how many persons own a Parcel
3 and no matter how many other residences such Owner may have. In the absence of written
4 direction to the contrary, notices will be given to the address of the Parcel. The Notice of Meeting
5 must be mailed, delivered, or electronically transmitted at least fourteen (14) days before the
6 meeting. An affidavit of the Officer or other person making such mailing or delivery shall be
7 retained in the Association records as proof of mailing. Attendance at any meeting by a Member
8 constitutes waiver of notice by that Member unless the Member objects to the lack of notice at the
9 beginning of the meeting and attends solely to object to notice. A Member may waive notice of
10 any meeting at any time, but only by written waiver or attendance. Notice to the Members of
11 meetings of the Board, meetings of a Committee for which the Act requires notice in the same
12 manner as meetings of the Board, and annual and special meetings of the Members, may be
13 electronically transmitted or posted as provided by law. Consent by a Member to receive notice by
14 electronic transmission must be in writing, if required by law, and shall be revocable, as provided
15 by law.

16 **3.4 Quorum.** A quorum at meetings of the Members shall be attained by the presence,
17 either in person or by proxy, of Members entitled to cast at least twenty six percent (26%) of the
18 votes of the entire Voting Interests. Those Members whose voting rights are suspended pursuant
19 to the terms of the Governing Documents and/or Florida law shall be subtracted from the required
20 number of votes in any calculation for purposes of determining whether a quorum is present during
21 the period of suspension. Such Voting Interests shall likewise be subtracted from the required
22 number of votes when calculating any required vote as set forth in the Governing Documents or
23 the Act. After a quorum has been established at a Members' meeting, the subsequent withdrawal
24 of any Members, so as to reduce the number of Voting Interests represented below the number
25 required for a quorum, shall not affect the validity of any action taken at the meeting before or
26 after such persons leave.

27 **3.5 Vote Required.** The acts approved by a majority of the votes cast, in person or by
28 proxy, at a duly called meeting of the Members at which a quorum has been attained shall be
29 binding upon all Members for all purposes, except where a greater or different number of votes is
30 expressly required by law or by any provision of the Governing Documents.

1 **3.6 Proxies; Voting.** To the extent lawful, any Member entitled to attend and vote at a
2 Members' meeting may establish his presence and cast his vote by proxy. Only Members or the
3 spouse of a Member may be delegated (including through use of a Power of Attorney) the right to
4 vote at Association meetings, to hold proxies, or attend Association meetings provided that the
5 Board may designate agents of the Association (including, but not limited to, Association legal
6 counsel or the Association's manager) as an eligible proxyholder and may permit such persons to
7 attend Association meetings. A proxy shall be valid only for the specific meeting for which
8 originally given and any lawful adjournment of that meeting, and no proxy is valid for a period
9 longer than ninety (90) days after the date of the first meeting for which it was given. A
10 photographic, photostatic, facsimile, electronic or equivalent reproduction of a signed proxy is a
11 sufficient proxy. Owners may retroactively cure any alleged defect in a proxy by signing a
12 statement ratifying the Owner's intent to cast a proxy vote. The use of proxies is to be liberally
13 construed.

14 **3.7 Adjourned Meetings.** Any duly called meeting of the Members may be adjourned
15 to be reconvened at a specific later time by vote of the majority of the Voting Interests present and
16 voting, in person or by proxy, regardless of whether a quorum has been attained. When a meeting
17 is adjourned it shall not be necessary to give notice to all Members of the time and place of its
18 continuance, provided that the specific date, time and location of the adjourned meeting was
19 announced at the original meeting. Any business which might have been conducted at the meeting
20 as originally scheduled may instead be conducted at the continuance, provided a quorum is then
21 present, in person or by proxy.

22 **3.8 Order of Business.** The order of business at annual Members' meetings and, as far
23 as applicable at all other Members' meetings, shall be:

24 **3.8.1** Call to order by the President;

25 **3.8.2** At the discretion of the President, appointment by the President of a
26 chairman of the meeting (who need not be a Member or a Director);

27 **3.8.3** Call of the roll or determination of quorum;

28 **3.8.4** Proof of Notice;

1 **3.8.5** Appointment by the President (or chairman) of inspectors of election;

2 **3.8.6** Election of Directors;

3 **3.8.7** Reading or disposal of minutes of the last Members' meeting;

4 **3.8.8** Reports of Officers, if any;

5 **3.8.9** Reports of Committees, if any;

6 **3.8.10** Unfinished business, if any;

7 **3.8.11** New Business Designated on Agenda;

8 **3.8.12** Adjournment.

9 The President shall preside over all membership meetings. In his absence, a Vice President
10 shall preside, or in the absence of both, the membership shall select a Chairman (who need not be
11 a Member or a Director); provided that the Board may designate agents of the Association
12 (including, but not limited to, Association legal counsel or the Association's manager) as
13 Chairman.

14 **3.9 Minutes.** Minutes of all meetings of Members and of the Board shall be kept in a
15 businesslike manner and available for inspection by Members, as provided by law.

16 **3.10 Action Without a Meeting.** Anything to the contrary herein notwithstanding, to
17 the extent lawful, any action required to be taken at any annual or special meeting of Members, or
18 any action which may be taken at any annual or special meeting of such Members, may be taken
19 without a meeting, without prior notice, and without a vote, if a consent in writing setting forth the
20 action so taken shall be signed by the requisite number of Voting Interests to approve the action.

21 **4. BOARD.** The administration of the affairs of the Association shall be by a Board. All of
22 the powers of the Association existing under the laws of Florida generally, Florida Not For Profit
23 Corporation Statute, the Homeowners' Association Act, and the Governing Documents, all as
24 amended from time to time, shall be exercised exclusively by or under the direction of the Board,
25 or a duly authorized Board member, Officer, Committee member, agent, contractor, or employee,
26 when said powers or duties have been delegated by the Board, subject only to the approval by
27 Members when such is specifically required. In the event of a question or dispute whether a Board

1 power has been properly delegated, the Board may ratify such action at a duly noticed meeting of
2 the Board, and such ratification shall relate back to the act in question unless otherwise specified
3 by the Board.

4 **4.1 Number and Terms of Service.** The number of Directors which shall constitute
5 the whole Board shall be seven (7). All Directors will be elected for a two (2) year term. It is the
6 intention of these Bylaws that a staggered Directorate be maintained. To maintain a staggered
7 Directorate, the Board may hold seats in future elections open for one (1) or two (2) year terms,
8 when necessary or appropriate. In any election where candidates are elected for different terms,
9 those candidates receiving the higher number of votes shall be elected to the lengthier term. In the
10 event that there is no election, such as in a case where there are fewer pre-qualified candidates than
11 open seats, the Directors who are seated shall agree amongst themselves which shall serve the two-
12 year terms and which shall serve the one-year terms. This decision shall be recorded in the minutes
13 of a duly noticed Board meeting. In the event the Directors cannot agree on which among them
14 shall serve the lengthier and shorter terms, the Board shall hold a “run-off” election, wherein those
15 receiving the most votes will be elected to a lengthier term. Directors shall be elected in accordance
16 with the Act, these Bylaws, and the election rules, if any, and the process established and utilized
17 by the Board. Not less than sixty (60) days before a scheduled election, the Association shall mail,
18 or deliver, whether by separate Association mailing or included in another Association mailing or
19 delivery including regularly published newsletters, and including electronic transmission for those
20 Members who have so consented, to each Member entitled to vote, a first notice of the date of the
21 election. Any eligible person who nominates himself to be a candidate may do so no later than
22 forty (40) days prior to the annual meeting and may also submit a resume by such deadline on one
23 side of an 8 and 1/2” x 11” sheet of paper. Nominations from the floor shall not be accepted unless
24 a vacancy still exists on the ballot. Not less than fourteen (14) days prior to the annual meeting,
25 the Association shall send a Second Notice of annual meeting to all Members, along with an
26 election ballot for the election of Directors, any timely submitted candidates’ resumes, a proxy and
27 any other documents in the Board’s discretion. The election ballot shall contain the names of all
28 candidates who nominated themselves in a timely manner, listed in alphabetical order by surname.
29 If a voter checks off the names of more candidates than the number of Directors to be elected, the
30 election ballot shall not be counted for the election. Elections shall be determined by a plurality of

1 the votes cast; a quorum of the Members need not cast a vote for a valid election to occur, so long
2 as at least ten percent (10%) of the eligible Voting Interests cast a ballot. The candidates who are
3 elected shall take office upon the adjournment of the annual meeting. The use of secret balloting
4 provided for in the Act shall be followed. The Board may require all ballots to be received by the
5 Association at some point prior to the annual meeting so that the votes can be tallied prior to the
6 annual meeting and the results announced at the annual meeting. No election shall be necessary if
7 the number of candidates is less than or equal to the number of vacancies. In the instance that no
8 election is required, the Association shall only be required to send the Second Notice of Annual
9 Meeting, a proxy and any other documents in the Board's discretion.

10 A Director's term ends at the adjournment of the second annual meeting following his
11 election, unless he sooner dies, resigns, is recalled, or becomes ineligible for Board membership
12 due to no longer owning a Parcel in the Community, or becomes ineligible under these Bylaws or
13 the Act.

14 **4.2 Qualifications.** Directors must be Members eligible to vote or spouses of
15 Members. When a Parcel is owned by a corporation, a partnership, limited liability company or
16 similar entity, any eligible voter, as described in Article 2.2 of these Bylaws, and the spouses of
17 such persons, shall be eligible for Board service. When a Parcel is held in trust, grantors, trustees,
18 and beneficiaries of the trust (provided that the beneficiaries occupies the Parcel), and the spouses
19 of such persons, shall be eligible for Board membership. If a grantor, trustee or beneficiary of a
20 trust, or the spouse of such person, seeks candidacy and such person is not identified on the deed
21 to the Parcel as the grantor, trustee or beneficiary of the trust, a copy of the trust document, affidavit
22 of trust or abstract of trust prepared by a licensed attorney must be provided to the Association at
23 least thirty-five (35) days prior to the date of the annual meeting. The trust document can be
24 redacted to keep financial information confidential; however, the document must clearly indicate
25 the grantor, trustee, and the beneficiaries of the trust. No two (2) individuals from the same Parcel
26 shall be eligible to serve on the Board at the same time, unless they own more than one (1) Parcel,
27 in which case eligibility is limited to one (1) Director per Parcel.

28 **4.3 Vacancies on the Board.** If the office of any Director becomes vacant for any
29 reason, other than recall of a majority of the Board by the Members, a majority of the remaining
30 Directors or the sole remaining Director, though less than a quorum, may choose a successor to

1 serve for the remainder of the unexpired term. If the Association fails to fill vacancies on the Board
2 sufficient to constitute a quorum, or if no Director remains on the Board, the vacancy may be filled
3 by the Members (via a special meeting of the Membership which may be called by a single
4 Member) or any Member may apply to the Circuit Court for the appointment of a receiver to
5 manage the Association's affairs, in the manner provided by law.

6 **4.4 Removal and Resignation of Directors.** Any or all Directors may be removed
7 with or without cause by a majority vote of the entire Voting Interests, either by a written petition,
8 or at any meeting called for that purpose, in the manner required by the Act. A Director who ceases
9 to be Member of the Association (or spouse of a Member) or an eligible entity representative, a
10 Director who is more than ninety (90) days delinquent in the payment of any financial obligation
11 to the Association, a Director who is convicted of a felony in any state, or a Director charged by
12 information or indictment with a felony theft or embezzlement offense involving the Association's
13 funds or property shall become ineligible for Board service on the date of such disqualification,
14 delinquency, conviction, charge or indictment and his seat shall be deemed vacated as of that date.
15 Any Director may resign his office at any time, in writing (including e-mail) addressed to any other
16 Director, the manager or management company, Association legal counsel, or the Association's
17 registered agent, and such resignation shall take effect from the time of its receipt by such person,
18 unless some later time be fixed in the resignation, and then from that date. Acceptance by a vote
19 of the Board is not required for resignation to be effective.

20 **4.5 Organizational Meeting.** The annual organizational meeting of the new Board
21 shall be held within ten (10) days after the annual meeting. The organizational meeting may be
22 held immediately following the annual meeting, in which case the noticing of such meeting may
23 be effectuated by the Board existing prior to the election.

24 **4.6 Other Meetings.** Meetings of the Board may be held at such time and place as shall
25 be determined from time to time by the President or the Board. Notice of meetings shall be given
26 to each Director, personally or by mail, telephone, electronic transmission or telegram at least
27 forty-eight (48) hours prior to the time of such meeting.

28 **4.7 Notice to Owners.** A meeting of the Board occurs whenever a quorum of the Board
29 simultaneously gathers (in person, by telephone, or video conferencing, or any combination

1 thereof) to conduct Association business. All meetings of the Board shall be open to Members
2 except for (a) meetings between the Board and the Association's attorney with respect to proposed
3 or pending litigation where the contents of the discussion would otherwise be governed by the
4 attorney-client privilege; (b) meetings regarding personnel matters; and (c) such other meetings
5 permitted to be closed by the Act. Notices of all Board meetings shall be posted conspicuously in
6 the Community for at least forty-eight (48) continuous hours in advance of each Board meeting,
7 except in an emergency. In the alternative to the posting requirements discussed above, notice of
8 each Board meeting must be mailed or delivered to each Member or published to the Association's
9 website at least seven (7) days before the meeting, except in an emergency. An assessment may
10 not be levied at a Board meeting unless the notice of the meeting includes a statement that
11 assessments will be considered and the nature of the assessments. An Association Member may
12 contact a Board member to have a specific matter placed on the Board meeting agenda for
13 discussion. Any Member may record meetings of the Board and meetings of the Members, but
14 may not post such recordings on any website or other media which can readily be viewed by
15 persons who are not Members of the Association. The Board may adopt reasonable rules governing
16 the recording of meetings of the Board and the membership.

17 Members shall have the right to participate at meetings subject to the following rules:

- 18 a) Members wishing to speak must be recognized by the Chair as having the exclusive right
19 to be heard at that time, and each speaker will be given an orderly opportunity to address
20 his or her respective matter.
- 21 b) Members have the right to speak for three (3) minutes only once, on any, or each agenda
22 item placed on the meeting agenda.

23 **4.8 Waiver of Notice.** Any Director may waive notice of a meeting before or after the
24 meeting, and such waiver shall be deemed equivalent to the giving of notice. If all Directors are
25 present at a meeting, no notice to Directors shall be required.

26 **4.9 Quorum of Directors.** A quorum at a Board meeting shall exist when at least a
27 majority of all Directors are present at a duly called meeting. Directors may participate in any
28 Board meeting by a conference telephone call, video conference or similar communicative
29 arrangement whereby all persons present can hear all other persons. Participation by such means
30 shall be deemed equivalent to presence in person at a Board meeting.

1 **4.10 Vote Required.** The acts approved by a majority of those Directors present and
2 voting at a meeting for which a quorum is established shall constitute the acts of the Board, except
3 when approval by a greater number of Directors is required by the Governing Documents or by
4 applicable statutes. Directors may not vote by proxy or by secret ballot at Board meetings, except
5 that secret ballots may be used in the election of Officers. After a quorum has been established at
6 a Board meeting, the subsequent withdrawal of any Directors, so as to reduce the number of
7 Directors represented below the number required for a quorum, shall not affect the validity of any
8 action taken by a majority of the Directors present at the meeting before or after such persons
9 leave.

10 **4.11 Adjourned Meetings.** The majority of the Directors present at any meeting of the
11 Board, regardless of whether a quorum exists, may adjourn the meeting to be reconvened at a
12 specific date, time, and place. No further notice needs to be given to Directors or Members,
13 provided that the specific date, time and location of the adjourned meeting was announced at the
14 original meeting.

15 **4.12 The Presiding Officer.** The President, or in his absence, a Vice-President, shall be
16 the presiding Officer at all meetings of the Board. If neither is present, the presiding Officer shall
17 be selected by majority vote of the Directors present; provided however, that the Board may
18 designate agents of the Association (including, but not limited to, Association legal counsel or the
19 Association's manager) as Chairman.

20 **4.13 Compensation of Directors and Officers.** Neither Directors nor Officers shall
21 receive compensation for their services as such. Directors and Officers may be reimbursed for
22 actual and appropriate out-of-pocket expenses relating to the proper discharge of their respective
23 duties, subject to any procedures adopted by the Board with respect to reimbursement. Assistant
24 Officers may be compensated as approved by the Board.

25 **4.14 Committees.** The Board may appoint from time to time such standing or temporary
26 Committees as the Board deem necessary and convenient for the efficient and effective operation
27 of the Association. Any such Committee shall have the powers and duties assigned to it in the
28 resolution or motion creating the Committee. Where required by the Act, Committee meetings
29 shall be open to attendance by any Member, and notice of those Committee meetings shall be

1 posted in the same manner as required in Article 4.7 above. All other Committees may meet and
2 conduct their affairs in private without prior notice or Owner participation, unless otherwise
3 directed by the Board.

4 **4.15 Emergency Powers.** In the event of any emergency, as defined in the Declaration,
5 the Board may exercise the emergency powers described in this Article, and any other emergency
6 powers authorized by law or the Governing Documents.

7 **4.15.1** The Board may name assistant Officers, which assistant Officers shall have
8 the same authority as the executive Officers to whom they are assisting during the period of the
9 emergency, to accommodate the incapacity or unavailability of any Officer of the Association.

10 **4.15.2** The Board may relocate the principal office or designate alternative
11 principal offices or authorize the Officers to do so.

12 **4.15.3** During any emergency the Board may hold meetings with notice given only
13 to those Directors with whom it is practicable to communicate, and the notice may be given in any
14 practicable manner, including electronic notifications such as email or text message. The Director or
15 Directors in attendance at such a meeting shall constitute a quorum. The Board may hold meetings
16 by means of teleconference or video conference.

17 **4.15.4** The Board may cancel, reschedule, or postpone meetings of the Members
18 without need to give the notice initially required for such meeting and may require that in person
19 participation at Association meetings, including voting in the election of Directors, be limited to
20 remote attendance by means of teleconference or video conference, when believed appropriate by the
21 Board in the interests of health, safety and welfare of the Owners and other occupants.

22 **4.15.5** Corporate action taken in good faith during an emergency under this Article
23 to further the ordinary affairs of the Association shall bind the Association; and shall have the
24 rebuttable presumption of being reasonable and necessary.

25 **4.15.6** The Board may adopt emergency assessments without approval of the Owners
26 with such notice deemed practicable by the Board.

27 **4.15.7** The Board may adopt emergency Rules and Regulations governing the use
28 and occupancy of the Parcels and Common Areas, with notice given only as is practicable.

1 **4.15.8** Any Officer or Director acting with a reasonable belief that his actions are
2 lawful in accordance with these emergency Bylaws shall incur no liability for doing so, except in the
3 case of willful misconduct.

4 **5. OFFICERS.**

5 **5.1 Officers and Elections.** The executive Officers of the Association shall be a
6 President, one (1) or more Vice-Presidents, a Treasurer, and a Secretary, all of whom must be
7 Directors. All Officers shall be appointed annually by the Board. Any Officer may be removed
8 with or without cause by vote of a majority of the Directors present at any properly noticed Board
9 meeting. Any person may hold two (2) or more offices as long as he qualifies for both offices;
10 except the President and Secretary may not be the same person. The Board may, from time to time,
11 appoint such other Officers, including Assistant Officers, and designate their powers and duties,
12 as the Board deems necessary to manage the affairs of the Association. Assistant Officers need not
13 be Directors or Members.

14 **5.2 President.** The President shall be the chief executive Officer of the Association.
15 The President shall preside at all meetings of the Members and Directors. The President shall have
16 general and active management of the business of the Association, and shall see that all policies,
17 orders, and resolutions of the Board are carried into effect. The President may choose, but is not
18 required to, cast the last vote in any situation in order to not influence or persuade other votes.

19 **5.3 Vice-President.** The Vice-President shall, in the event of disability or absence
20 of/inability to communicate with the President, perform the duties and exercise the powers of the
21 President; and shall perform such other duties as the Board shall assign.

22 **5.4 Secretary.** The Secretary shall attend or provide for proper documentation of all
23 meetings of the Board and all meetings of the Members and shall cause all votes and the minutes
24 of all proceedings to be kept. The Secretary shall give, or cause to be given, notice of all meetings
25 of the Members and of the Board, and shall perform such other duties as may be prescribed by the
26 Board or the President. The Secretary shall keep in safe custody the seal of the Association and,
27 when authorized by the Board, affix the same to any instrument requiring it. Any of the foregoing
28 duties may be performed by an Assistant Secretary, if one (1) has been designated, or the
29 Association's attorney, manager, or management company.

1 **5.5 Treasurer.** The Treasurer shall be responsible for Association funds, the keeping
2 of full and accurate amounts of receipts and disbursements in books belonging to the Association,
3 and the deposit of all monies and other valuable effects in the name and to the credit of the
4 Association in such depositories as may be designated by the Board. The Treasurer shall oversee
5 the disbursement of the funds of the Association, and shall render to the Directors, or whenever
6 they may require it, an accounting of all transactions and of the financial condition of the
7 Association. Any of the foregoing duties may be performed by an Assistant Treasurer, if any has
8 been designated, or the Association’s accountant, manager, or management company.

9 **5.6 Resignation of Officer.** Any Officer may resign their office at any time, in writing
10 (including e-mail) addressed to any Director, the manager or management company, Association
11 legal counsel, or the Association’s registered agent, and such resignation shall take effect from the
12 time of its receipt by such person, unless some later time be fixed in the resignation, and then from
13 that date. Resignations need not be accepted by the Board and cannot be rescinded after being
14 given, even if not effective until a later date.

15 **6. INDEMNIFICATION.**

16 **6.1 Indemnity.** The Association shall indemnify any Officer, Director, or Committee
17 member who was or is a party or is threatened to be made a party to any threatened, pending, or
18 contemplated action, suit or proceeding, whether civil, criminal, administrative, or investigative,
19 by reason of the fact that the person is or was a Director, Officer, or Committee member of the
20 Association, against expenses (including attorneys’ fees and appellate attorneys’ fees), judgments,
21 fines, and amounts paid in settlement actually and reasonably incurred by the person in connection
22 with such action, suit, or proceeding, unless (i) a court of competent jurisdiction finally determines,
23 after all appeals have been exhausted or not pursued by the proposed indemnitee, that the person
24 did not act in good faith or in a manner the person reasonably believed to be in or not opposed to
25 the best interest of the Association, and, with respect to any criminal action or proceeding, that the
26 person had reasonable cause to believe his conduct was unlawful, and (ii) such court also
27 determines specifically that indemnification should be denied. The termination of any action, suit,
28 or proceeding by judgment, order, settlement, conviction, or upon a plea of *nolo contendere* or its
29 equivalent shall not, of itself, create a presumption that the person failed to act in good faith and
30 in a manner which the person reasonably believed to be in or not opposed to the best interest of

1 the Association, and with respect to any criminal action or proceeding, had reasonable cause to
2 believe that his conduct was unlawful. It is the intent of the membership of the Association, by the
3 adoption of this provision, to provide the most comprehensive indemnification possible to their
4 Officers, Directors, and Committee members as permitted by Florida law. In the event of a
5 settlement, the right to indemnification shall not apply unless the Board of Directors approves such
6 settlement as being in the best interest of the Association.

7 **6.2 Defense.** To the extent that a Director, Officer, or Committee member of the
8 Association has been successful on the merits or otherwise in defense of any action, suit, or
9 proceeding referred to in Article 6.1 above, or in defense of any claim, issue, or matter therein, the
10 person shall be indemnified against expenses (including attorneys' fees and appellate attorneys'
11 fees) actually and reasonably incurred by the person in connection therewith.

12 **6.3 Advances.** Reasonable expenses incurred in defending a civil or criminal action,
13 suit, or proceeding shall be paid by the Association in advance of the final disposition of such
14 action, suit, or proceeding upon receipt of an undertaking by or on behalf of the affected Director,
15 Officer, or Committee member to repay such amount if it shall ultimately be determined that the
16 person is not entitled to be indemnified by the Association as authorized by this Article 6.
17 However, if the Board, by majority vote, determines that the person seeking advancement did not
18 act in good faith or in a manner the person reasonably believed to be in or not opposed to the best
19 interest of the Association, and, with respect to any criminal action or proceeding, that the person
20 had reasonable cause to believe his conduct was unlawful, the Association shall not be obligated
21 to pay for any expenses incurred prior to the final disposition of the subject action.

22 **6.4 Miscellaneous.** The indemnification provided by this Article 6 shall not be deemed
23 exclusive of any other rights to which those seeking indemnification may be entitled under any
24 Bylaw, agreement, vote of Members, or otherwise, and shall continue as to a person who has
25 ceased to be a Director, Officer, or Committee member and shall inure to the benefit of the heirs
26 and personal representatives of such person.

27 **6.5 Insurance.** The Association shall have the power to purchase and maintain
28 insurance on behalf of any person who is or was a Director, Officer, Committee member,
29 employee, or agent of the Association, or a Director, Officer, employee, or agent of another

1 corporation, partnership, joint venture, trust, or other enterprise, against any liability asserted
2 against the person and incurred by the person in any such capacity, or arising out of his status as
3 such, whether or not the Association would have the duty to indemnify the person against such
4 liability under the provisions of this Article.

5 **7. FISCAL MATTERS.** The provisions for fiscal management of the Association set forth
6 in the Declaration shall be supplemented by the following provisions:

7 **7.1 Depository.** The depository of the Association, in which the funds of the
8 Association shall be deposited, shall be financial institutions authorized to do business in Florida
9 which carry FDIC insurance or equivalent insurance, provided that such insurance is backed by
10 the full faith and credit of the United States of America. All deposits shall be within the limits of
11 such insurance. Principal of Association funds, whether reserves or operating funds, may not be
12 placed at risk for investment purposes. Withdrawal of money from those accounts shall be only by
13 checks or other withdrawal instruments signed by those persons as are authorized by the Directors
14 or by electronic transfer protocols approved by the Board.

15 **7.2 Budget.** The Treasurer shall prepare and the Board shall adopt a budget of
16 Association estimated revenues and expenses for each coming fiscal year. Once adopted, the
17 Association shall provide to each Member a copy of the annual budget or a written notice that a
18 copy of the budget is available upon request at no charge to the Member. The proposed budget
19 shall be detailed and shall show the amounts budgeted by accounts and revenue and expense
20 classifications.

21 **7.3 Reserves.** The Board may establish in the budget one (1) or more restricted reserve
22 accounts for capital expenditures or improvements, deferred maintenance, or contingencies. Board
23 adopted reserve funds may be spent for any purpose approved by the Board except in cases where
24 the use of reserves are restricted by the Act. The annual amounts proposed to be reserved shall be
25 shown in the annual budget.

26 **7.4 Contingency Funds.** In addition to the reserves provided in Article 7.3 above, or
27 in place of them, the Board may establish one (1) or more “contingency funds” for contingencies
28 and operating expenses for the Association. The purpose of these contingency funds is to provide
29 financial stability and to minimize the need for Special Assessments on a frequent basis. The

1 amounts proposed to be so reserved shall be shown in the proposed annual budget as a line item
2 in the operating portion of the budget.

3 **7.5 Assessments.** The date Regular Annual Assessments (based on the adopted budget)
4 are due, and subsequently become delinquent, is determined by the Board. The Board may set due
5 dates monthly, quarterly or annually. Failure to send or receive notice of Assessments shall not
6 excuse the obligation to pay. If an annual budget has not been adopted at the time the first
7 installment for a fiscal year is due, it shall be presumed that the amount of such installment is the
8 same as the last installment and shall be continued at such rate until a new budget is adopted and
9 Assessments are calculated, at which time any overage or shortage shall be added to or subtracted
10 from each Parcel's next installment due.

11 **7.6 Special Assessments.** Special Assessments may be imposed when necessary to
12 meet unusual, unexpected, unbudgeted, non-recurring expenses, or expenses due to budgetary
13 shortfalls. Special Assessments may be adopted by the Board upon approval of twenty-six percent
14 (26%) of the Members subject to the Special Assessment. Special Assessments are due on the day
15 specified in the resolution or motion approving such Special Assessments. Except in an
16 emergency, a Special Assessment may not be levied unless a written notice of the meeting is
17 provided to each Member at least fourteen (14) days before the meeting, which notice includes a
18 statement that a Special Assessment will be considered at the meeting and the nature of the
19 proposed Special Assessment. Written notice of any meeting at which Special Assessments will
20 be considered must be mailed, delivered, or electronically transmitted (to the extent permitted by
21 law) to the Members and posted conspicuously in the Community or broadcast on closed-circuit
22 television not less than fourteen (14) days before the meeting, except in the case of an emergency.

23 **7.7 Fidelity Bonds.** The Association shall obtain and maintain adequate fidelity
24 bonding, for each person (whether or not a Director) who controls or disburses Association funds,
25 and the President, Secretary and Treasurer. The insurance policy or fidelity bond must cover the
26 maximum funds that will be in the custody of the Association or its management agent at any one
27 (1) time. The Association shall bear the cost of bonding of Directors and Officers. In the case of a
28 community association manager or management firm, the cost of bonding may be allocated as the
29 parties may agree. All persons providing management services to the Association, or otherwise
30 having the authority to control or disburse Association funds, shall provide the Association with a

1 certificate of insurance evidencing compliance with this paragraph, naming the Association as an
2 insured under said policy. The Association may opt out of this requirement as provided in the Act.

3 **7.8 Financial Reporting.** The Board shall cause to be prepared an annual financial
4 report as prescribed in the Act, unless waived as provided by law. The Association shall provide
5 each Member with a copy of the financial report or a written notice that a copy of the financial
6 report is available upon request at no charge to the Member.

7 **7.9 Application of Payments.** All payments made to the Association on account by an
8 Owner shall be applied as specified in the Act.

9 **8. RULES AND REGULATIONS: USE RESTRICTIONS.** The Board may, from time to
10 time, adopt and amend Rules and Regulations governing the Community subject to any limits
11 contained in the Declaration. Written notice of any meeting at which Rules and Regulations that
12 regulate the use, transfer, maintenance, appearance of Parcels may be adopted, amended, or
13 revoked must be mailed, delivered, or electronically transmitted (to the extent permitted by law)
14 to the Members not less than fourteen (14) days before the meeting.

15 **9. PARLIAMENTARY RULES.** Meetings shall also be conducted in accordance with these
16 Bylaws and the procedures established by the Board from time to time, including the form of
17 voting documents to be used. The ruling of the chair of the meetings, unless he or the Board
18 designates a third person as parliamentarian, shall be binding on all matters of procedure, unless
19 contrary to law.

20 **10. FINING AND SUSPENSION.** Pursuant to the Act, the Board may, but is not obligated
21 to, impose reasonable fines against and suspend Common Area use rights of any Member or any
22 Members' Tenant, guest, or Invitee for the failure of the Owner or its occupant, or Invitee to
23 comply with any provision of the Governing Documents in accordance with the provisions of the
24 Declaration and applicable law.

25 **11. BYLAW AMENDMENTS.** Amendments to the Bylaws shall be adopted in the following
26 manner:

27 **11.1 Proposal of Amendments.** An amendment may be proposed by the President of
28 the Association, the Directors, or by twenty-five percent (25%) of the entire Voting Interests.

1 **11.2 Proposed Amendment Format.** Proposals to amend the existing Bylaws shall
2 contain the full text of the article to be amended. New words shall be underlined and words to be
3 deleted shall be ~~lined through~~. If the proposed change is so extensive that this procedure would
4 hinder rather than assist understanding, a notation must be inserted immediately preceding the
5 proposed amendment saying, “SUBSTANTIAL REWORDING OF BYLAWS. SEE ARTICLE
6 NUMBER ____ FOR PRESENT TEXT.”

7 **11.3 Notice.** The subject matter of proposed amendments shall be included in the notice
8 of any meeting at which a proposed amendment is to be considered or in connection with
9 documentation for action without a meeting.

10 **11.4 Adoption of Amendments.** A resolution for the adoption of a proposed
11 amendment may be adopted by a vote of at least twenty-six percent (26%) of the Voting Interests
12 of the Association present (in person or by proxy) and voting at a duly noticed meeting at which a
13 quorum has been attained, or by the written agreement of twenty-six percent (26%) of the entire
14 Voting Interests. Amendments correcting errors, omissions, scrivener’s errors, violations of
15 applicable law, conflicts between the Governing Documents, or if determined necessary and
16 desirable by the Board to comply with the requirements of the secondary mortgage market, may
17 be executed by the Officers of the Association, upon Board approval, without need for Association
18 membership vote. The Board may also adopt amendments necessary to comply with the
19 requirements of any governmental entity.

20 **11.5 Effective Date.** An amendment when adopted shall become effective after being
21 recorded in the Public Records of Okaloosa County, Florida, according to law.

22 **11.6 Automatic Amendment.** Whenever the Act, Chapter 617 or other applicable
23 statutes or administrative regulations, as amended from time to time, are amended to impose
24 procedural requirements less stringent than set forth in the Governing Documents, the Board may
25 operate the Association pursuant to the less stringent requirements without the need to change the
26 Governing Documents. The Board, without a vote of the Members, may also adopt by majority
27 vote, amendments to the Governing Documents as the Board deems necessary to comply with such
28 operational changes as may be authorized by future amendments to Chapters 607, 617, and the

1 Act, or other statutes or administrative regulations as required for the operation of the Association,
2 all as amended from time to time.

3 **12. MISCELLANEOUS.**

4 **12.1 Gender.** Whenever the masculine or singular form of a pronoun is used in these
5 Bylaws, it shall be construed to mean the masculine, feminine or neuter; singular or plural, as the
6 context requires.

7 **12.2 Severability.** Should any portion hereof be void or become unenforceable, the
8 remaining provisions of the instrument shall remain in full force and effect.

9 **12.3 Conflict.** If any irreconcilable conflict should exist, or hereafter arise, with respect
10 to the interpretation of these Bylaws, the Declaration, or the Articles of Incorporation, the
11 provisions of the Declaration and the Articles of Incorporation shall prevail over the provisions of
12 these Bylaws, and the provisions of the Declaration shall prevail over the Articles.