

CONSTITUTION AND BYLAWS
OF
HALFMOON LAKE ASSOCIATION

Article I
Name of Association

Sec. I. This association shall be known as the Halfmoon Lake Association (the Association).

Article II
Purpose

Sec. I. The object for which this corporation (Association) is established is to protect the interest of the property owner, improvement of Halfmoon Lake, and to purchase and hold property, real and personal, for the Association.

Article III
Membership

Sec. I. Membership of this Association shall be any property owner or person with deeded rights on or to Halfmoon Lake.

Article IV
Officers

Sec. I. Officers shall consist of President, Vice President, Secretary, and Treasurer, who shall be elected to two year terms from among the members in good standing (full dues paid) at the time of elections. In the event the President cannot complete his/her term, the Vice President shall assume the duties of President for the remainder of the term. In the event the Vice President, Secretary, or Treasurer cannot complete his/her term, the President shall appoint a replacement for the remainder of the term.

Sec. II. Area Representatives shall be appointed, as necessary, to assist in the administration of the Association, collection of dues, and other duties, as necessary.

Article V
Meetings

Sec. I. Halfmoon Lake Association meetings shall be held once during the month of July and once during the month of August.

- Sec. II Special Meetings may be called by the President when deemed necessary.
- Sec. III. The presence of ten members in good standing shall constitute a quorum.
- Sec. IV Members in good standing are entitled to one vote per deeded property.

Article VI
Annual Dues

- Sec. I. Dues should be assessed yearly on each household. The dues will be determined by the Association and stated in the minutes of that business meeting. Dues and assessments may be changed or made as necessary by a majority vote of those eligible to vote at regular business meetings. Dues are payable by the August meeting.

Article VII
Fiscal Year and Audit

- Sec. I. The fiscal year of the Association shall be from January to December.
- Sec. II. A Financial Report shall be given at each regular meeting.

Article VII
Duties of the Officers

- Sec. I. The President shall preside over all meetings of the Association and shall discharge the duties customarily pertaining to the office, and as required by the bylaws, or by vote of the Association. The President shall not vote at any meeting except to break a tie. The President shall appoint officers pro tem and committees, and shall be an ex-officio member of all committees.
- Sec. II. The Vice President shall perform all the duties and have all the powers of the President in the latter's absence or disability.
- Sec. III. If, at the time appointed for the holding of a meeting of the Association, the President or Vice President shall not appear, then the Secretary, on counting a Quorum, shall call the meeting to order and preside until the election of a temporary Chairman.
- Sec. IV. The Secretary shall keep a complete and accurate record of the business of the Association and the proceedings of the meetings thereof; conduct all correspondence and be subject to the control of the Officers and shall also keep a record of the names and addresses of the members; send out notices

of the meetings; perform such other duties as are imposed by the Officers of the Association. The Secretary shall send out a request for payment of dues to be made payable to the Association and sent to the Treasurer. At the completion of the term of office, he or she shall turn over to his or her successor, or to any member named by the Officers, all books, records, or other papers relating to the business of the Association in his or her custody or control.

Sec. V. The Treasurer shall have custody of the funds of the Association received by him or her and shall be held responsible for their safe keeping. The Treasurer shall pay all bills of the Association upon their approval by the Officers, and report to the Association at each regular meeting, otherwise as often as requested by the Officers relative to the financial status of the Association; and shall keep a record of the dues and status of all members.

Article IX
Amendments

Sec. I. These bylaws may be altered and amended or repealed at any meeting of the Association by the affirmative vote of two-thirds of those present and entitled to vote.

REVISED and ACCEPTED
July 7, 2001
July 9, 2011
September 3, 2011