

BY-LAWS OF THE
ROSELAND TRACE HOMEOWNERS ASSOCIATION

ARTICLE I (NAME)

The name of this organization shall be Roseland Trace Homeowners Association.

ARTICLE II (PURPOSE)

- A. To unite residents who are interested in the betterment of that area in the parish of West Baton Rouge, Louisiana know as Roseland Trace Subdivision with the intent of promoting the general welfare of the said area;
- B. To gather, receive and disseminate such information as may be helpful to the members;
- C. To forward and promote the general welfare and prosperity of the area;
- D. To assist in any matters pertaining to the welfare and advancement of the community and generally to do any and all other things connected with, or incidental to, any of the purposes above specified that a nonprofit organization is permitted to do under the laws of the State of Louisiana.
- E. To enforce the Roseland Trace Subdivision restrictions filed with the West Baton Rouge Parish Clerk of Court's Office at 407/270 and the amendments filed on September 18, 2002 at 437/154.

ARTICLE III (MEMBERSHIP)

The Membership of this Association shall consist of those persons who own property in Roseland Trace Subdivision of West Baton Rouge, Louisiana. All members shall have equal rights and privileges.

ARTICLE IV (ELECTIONS AND VOTING)

In matters of the Association requiring a vote, the following rules will apply:

All owners, including the Developer, shall be entitled to one vote for each lot owned. Where more than one person holds an interest in any lot, all such persons shall be members. The vote for any lot owned by multiple parties shall be exercised as the members of the lot thereof among themselves determine, but in no event shall more than one vote be cast with respect to any lot. Unless otherwise specified herein, or in the Articles of Incorporation or by-laws of the Homeowners Association shall be determined by a majority vote of the so present or by posing at a meeting.

Any votes, which are cast, will only be valid if the lot owner(s) is in good standing with the Association. A lot is defined as any one (1) of the _____ (_____) parcels of property which were in the first, second, or third filing of Roseland Trace Subdivision.

The affairs of the Association shall be directed by the Board of Directors, which shall consist of five (5) members. All members of the Board of Directors shall be in good standing with the Association. Voting for the Board of Directors shall be done at the Annual Meeting and shall be conducted by secret ballot. Only members present at the Annual Meeting will be allowed to vote.

In the initial year of the adoption of the by-laws (2005), the chairman/president and secretary shall serve for 2 years. The vice-chairman/vice president, treasurer, and one board member shall serve for one (1) year.

Following the initial year of the Association, the chairman/president and secretary shall be elected in odd numbered years and the vice-chairman/vice president, treasurer and one board member shall be elected in even numbered years. Each board member shall then serve a two-year term.

All members initially elected to serve on the Board of Directors and any member elected to fill a vacancy on the Board of Directors, will be elected by the Association at the annual meeting. If a vacancy occurs prior to the annual meeting, the Board of Directors will hold a special meeting of the Association to fill the vacancy. The Board of Directors will then fill any officers vacancies at that time.

ARTICLE V (DUTIES OF OFFICERS)

CHAIRMAN/PRESIDENT

The Chairman/President of the Board shall preside at all meetings of the Association and all meetings of the Board of Directors; shall be an ex-officio member of all committees; and shall perform such other duties as may be prescribed by the Board of Directors and the By-laws.

VICE-CHAIRMAN/VICE-PRESIDENT

The Vice-Chairman/Vice-President shall perform the duties of the Chairman/President in his absence, failure or inability to act, and shall perform such other duties as may be prescribed by the Board of Directors and the By-laws.

SECRETARY

The Secretary shall keep the minutes of the meetings of this Association and of the Board of Directors, handle all of the correspondence of the Association and shall perform other duties as may be prescribed by the Board of Directors and the By-laws.

TREASURER

The Treasurer shall receive and hold all dues and other monies of the Association and shall disburse such funds as directed by the Board of Directors. Any check disbursement shall require the Treasurer's signature and one of either the Chairman/President or Vice-Chairman/Vice-President's signatures. The treasurer shall also prepare an annual budget to be adopted by a majority vote of the Board of Directors.

ARTICLE VI (COMMITTEES)

The committees of the Association shall be determined from time to time as deemed necessary by the Board of Directors of the Association. The Chairman of each committee shall be appointed by the Chairman/President of the Association in consultation with the Board of Directors. Responsibilities of each committee shall be the decision of the individual committee chairman and his committee members.

ARTICLE VII (MEETINGS)

The Board of Directors shall meet no less than quarterly on a date to be determined by the Board of Directors. Members of the Association shall be admitted to all meetings.

The Annual Meeting of the voting members of the Association shall be held during the month of October. It shall be the duty of the Vice-Chairman/Vice-President and Secretary to mail notices at least fifteen (15) days prior to this meeting to all members entitled to be present.

ARTICLE VIII (QUORUM)

A quorum of the Board of Directors shall consist of three (3) members.

ARTICLE IX (PERMANENT ADDRESS)

The permanent address of the Association shall be listed on correspondence and for banking purposes as that of the Secretary of the Board of Directors or a permanent Post Office Box.

ARTICLE X (ORDER OF BUSINESS)

The Order of Business at meetings of this Association shall be as follows:

- A. Call to order
- B. Roll Call
- C. Reading of the minutes of the previous meeting
- D. Reports of officers
- E. Reports of committees

- F. Unfinished business
- G. New business
- H. Adjournment

ARTICLE XI (DUES)

Dues shall be set according to the Act of Restrictions of Roseland Trace Subdivision.

ARTICLE XII (RULES OF ORDER)

Robert's Rules of Order shall be the authority governing the conduct of this Association not otherwise provided for in these by-laws.

ARTICLE XIII (FUNDING)

This Association shall be a nonprofit Association and shall have no capital stock. It shall be operated and maintained by such membership dues and assessments and endorsements as the Board of Directors shall determine to be necessary or acceptable for the proper functioning of the Association. The fiscal year of the Association shall be July 1 through June 30.

ARTICLE XIV (FEES)

The Board of Directors may from time to time in its sole discretion assess fees and fines to any lot owner that is in violation of the Roseland Trace Subdivision Restrictions. Fines shall be determined by the members of the Roseland Trace Homeowners Association on a per month basis per violation until such violation is corrected. Fines shall be assessed from the date of the initial occurrence of the violation. Legal fees and other Association cost will also be added to the fines pertaining to said violation.