

**BY-LAWS
Of
CHURCHILL SHORES ASSOCIATES OF
LAKEVILLE, INC.**

**ARTICLE I
NAME**

The name of this association shall be the Churchill Shores Associates of Lakeville, Inc.

**ARTICLE II
OBJECTIVES**

Section 1 To protect and retain certain rights and privileges of the Associates in and to the use of Churchill Shores on Long Pond in the Town of Lakeville, as per plan registered in the Plymouth County Registry of Deeds, Massachusetts.

Section 2 To establish and maintain a place for holding meetings, the upkeep of community property, to perform and encourage educational, social, athletic, and civic activities.

Section 3 To employ such other ways and means of promoting the general objectives of the Associates as may from time to time be deemed necessary.

Section 4 To maintain the roads within the place identified as Churchill Shores in Lakeville, in Plymouth County Massachusetts, along with the properties owned by Churchill Shores. This includes plowing and sanding as well as maintaining the boat ramp, Park/Beach area and the association building at 19 Bliss Rd.

**ARTICLE III
MEMBERSHIP**

Section 1 Members shall include person or persons identified on the deed for the property in Churchill Shores. A maximum of 2 persons will be considered participating members. In the case of a trust, the member shall be the trust administrator(s).

Section 2 The owners of each property will be required to pay an annual maintenance fee.

Section 3 A member is considered active, if annual maintenance fees are paid in full by the last day of July each year or according to predetermined payment schedule.

Section 4 To accommodate members that are non-residents of Churchill Shores, proxy voting will be allowed. A proxy form needs to be requested either in writing or via email csalakeville@gmail.com. The form must be filled out and signed by both the proxy and the property owner and notarized, then submitted by mail or at the next scheduled meeting. This proxy would give the owner representative the power to vote and act for the property owner in the same manner, to the extent and with the same effect as if the property owner were personally present on any/all Churchill Shores matters. If the member is present, the proxy is null and void. This only applies to and as long as the property owner remains an active member of Churchill Shores Associates.

ARTICLE IV **FINANCES**

- Section 1** The Association reserves the right to charge a Maintenance Fee to each member within Churchill Shores located in Lakeville, MA. The purpose of said Maintenance Fee is to cover all the Association's operating costs and/or expenses such as taxes, maintaining roads and association properties including but not limited to plowing, sanding and general upkeep.
- Section 2** An Annual Fee Schedule will contain information regarding any and all fees set forth by Churchill Shores Associates of Lakeville, Inc. Any and all fee changes will be proposed and discussed by the members in good standing at the April meeting.
- Section 3** The annual maintenance fee as outlined in the Annual Fee Schedule, is due on or before July 1st of each year. Unless said fees are paid on or before July 30th or according to predetermined payment schedule, the member failing to pay the same, shall stand suspended for nonpayment of fees and shall not have a voice in matters concerning Churchill Shores. If the annual maintenance fees are not paid by within 90 days of the due date, the member will be subject to a penalty as outlined in the Annual Fee Schedule. In addition, the member will be subject to legal action and will be liable for all additional expenses including but not limited to legal fees.
- Section 4** Any expenditure of \$ Five Hundred Dollars (\$500.00) or greater will require a membership vote. Receipts for all expenditures must be submitted. No expense shall be paid until a receipt or invoice has been submitted. The one exception would be if the invoices/expenses have been pre-approved by the membership, i.e. snow plowing contract. All contracts must be in writing and voted on by membership prior to execution.

ARTICLE V **MEETINGS**

- Section 1** Regular meetings of the Associates shall be held in the first week of the months of April, June, August, and October, and at such other times as the President, at his discretion, may deem necessary or expedient. The day of the week will normally be Wednesday but may fluctuate based on officer/membership availability. The following will be minimum agenda items:
- April meeting:
 - Review financial status after winter expenses and discuss fee schedule for the upcoming year
 - Identify which offices need to be elected in that year and identify nominees
 - Solicit proposals for any and all Churchill Shores fund raising activities for the year and identify the respective chairperson
 - Discuss and define maintenance activities for year

- June meeting
 - Elect new officers as required
 - Vote on fee schedule
 - Select committee and chair for plow/sand contract
 - Status of fund raising and maintenance activities
- August meeting
 - Annual financial report presented
 - Committee update on plow/sand
 - Status of fund raising and maintenance activities
- October
 - Status of fund raising and maintenance activities
 - Committee final report on plow/sand and vote on contract as required

Section 2 Seven (7) members shall constitute a quorum for the transaction of business of the Associates.

Section 3 Special meetings of the Associates may be called by the President, or upon the request of ten (10) members. Said request must be made in writing to the President, setting forth the objectives and/or purposes of the meetings and, thereupon, all members shall be duly notified following the amendment process in Article XIII. Financial meetings can be called by the Treasurer to include the executive committee.

ARTICLE VI

EXECUTIVE COMMITTEE

Section 1 The officers will act as the executive committee for all matters concerning Churchill Shores Associates of Lakeville, Inc.

ARTICLE VII

DUTIES OF THE EXECUTIVE COMMITTEE

Section 1 The Executive Committee shall have the power of a Board of Directors and, as such, shall have the general control and management of the affairs of the Association, and may exercise all the powers and generally control the affairs of the Associates, except as otherwise provided by statutes and these By-Laws or any regulations or orders from time to time adopted by the members, provided that no such regulation or order shall invalidate any prior act of the Committee which would otherwise have been valid.

Section 2 The Committee shall have unlimited powers to recommend from time to time matters and such action as it considers for the best interests of the Associates, and shall advise and consult with the President on all matters of policy and prepare recommendations thereon to be submitted to the general membership.

Section 3 The Committee shall have full control and charge over any and all property of the Associates and may propose such rules and regulations as the Committee may deem necessary to govern the activity of the members in relation to said property. All proposed rules will need to follow the amendment process in Article XIII.

ARTICLE VIII
OFFICERS

Section 1 The elective officers of the Associates shall be the President, Vice-President, Treasurer, and Secretary.

Section 2 Only members in good standing for at least six months prior to their nomination for such office, shall be eligible as a candidate for an elective office.

Section 3 No member shall be a candidate for two of the said offices here-in-before named, at one and the same time.

ARTICLE IX
NOMINATION AND ELECTION OF OFFICERS

Section 1 At the April meeting each year, the President shall identify which officer positions if any, are up for election. He will then solicit nominees for those positions from the incumbents as well any members in good standing.

Section 2 Elections shall take place at the June meeting each year as required.

Section 3 The nomination and election of officers shall be in the following order:

President
Vice-President
Treasurer
Secretary

Section 4 If for any reason, an elective office becomes vacant, the Executive Committee shall, at a special meeting called for the purpose, fill such vacancy for the unexpired term.

ARTICLE X
TERMS OF OFFICE

Section 1 The term of office shall be for two years from the date of election; to wit, the first Wednesday of June for the following offices: President, Vice-President, Treasurer, Secretary.

ARTICLE XI
DUTIES OF THE OFFICERS

Section 1 PRESIDENT - The president shall preside over the meetings of the Associates and shall enforce on all occasions the observance of order and decorum among the members; shall name the members, when directed to do so, by the Associates, who are to serve on committees; shall be an ex-officio member of all committees of the Associates, and, in general, represent and stand for the Associates, declaring it will and in all things obeying implicitly its directions.

Section 2 VICE-PRESIDENT - The Vice-President shall act as President in his absence; and in the case of his (Vice President's) inability to serve, the meeting shall elect a president pro tempore.

Section 3 TREASURER - The Treasurer shall make a bond in the sum of Ten thousand (\$10,000) dollars for the faithful discharge of his trust, said bond to be made by a good and solvent bonding company, the fees for which shall be paid by the Associates. Said bond shall be within thirty days after the commencement of his term of office, deposited with the President of the Associates, who shall be the custodian of same.

The Treasurer shall be the custodian of the funds of the Associates and shall deposit the same in a good and solvent bank or trust company for safekeeping, said depository to be designated by the Board; he shall make all disbursements upon order of the Executive Committee or the body; he shall receive all monies collected from fees and all other monies from whatever sources that belong to the Associates, giving a receipt for the same to the parties entitled to such a receipt; all disbursements shall be made by check; and he shall at each regular meeting render a detailed report of the income and expenditures for the period intervening between meetings.

All monies received by him shall be deposited in the bank after receipt of the same and shall at each regular meeting submit the bank book to the President showing the deposits made; he shall at the August Meeting submit a written report of the financial standing of the Associates. He shall keep a true and correct account of the income and expenditures of the monies of the Associates; he shall submit all the books, papers, and property to the Executive Committee whenever so requested by them and in general do any and all things incidental to his office and to perform such duties as the Executive Committee or the Associates may from time to time direct. The CSA bank accounts must have 2 officers on the accounts. The accounts cannot be closed without the signatures of both officers.

Section 4 SECRETARY - The Secretary shall keep a true and correct copy of minutes of the proceedings of the Associates, conduct all official non-financial correspondence of the Associates, and perform such other duties as are incidental to his/her office and as are requested of him by the Executive Committee or the Associates.

ARTICLE XII
STANDING COMMITTEES

Section 1 The President shall, upon election, or as soon thereafter as he deems advisable, appoint members to such standing committees as the members may direct as provided in Article XI, Section 1.

Section 2 Any and all standing committees must report both the initial goal and the progress towards that goal at each association meeting.

ARTICLE XIII
AMENDMENTS AND REVISIONS

Section 1 Amendments to these By-Laws must be proposed in writing and signed by at least five members in good standing. Said amendments as proposed shall be referred to the Executive Committee who shall render a written report to the general membership upon the advisability of the same, and notice thereof shall be given to all members at least 14 days prior to the meeting at which the proposed amendment is to be acted upon.

Section 2 It shall require a 2/3 vote of the members present and entitled to vote to pass such an amendment.

ARTICLE XV
LEASH LAW

Section 1 Churchill Shores will abide by all animal control laws set forth by the Town of Lakeville, and the Commonwealth of Massachusetts.

ARTICLE XVI
LETTER FOR BANKS

Section 1 Representatives from Banks, mortgage companies or real estate companies, so requesting information on properties in Churchill Shores, will receive a copy of the by-laws stating that an annual maintenance fee is to be paid by members of Churchill Shores property for plowing and upkeep of roads, a billing statement for said property, along with a copy of the letter from the Town of Lakeville identifying that Churchill Shores is a private community.

ARTICLE XVII
LAND USE RESTRICTIONS

Section 1 No property in Churchill Shores can be used for business or any commercial activity in accordance with the Town Of Lakeville residential zoning laws.

ARTICLE XVIII

Rules and Regulations of Churchill Shores Association

- Suspended members and guests are not allowed access to the beaches or boat ramp.
- Boat Ramp Keys must be obtained from the Association, send request to: csalakeville@gmail.com.
- No motorized boats or crafts shall be launched from any common areas within Churchill Shores except the boat ramp.
- All boating, skiing, and motorized water activity must adhere to both local and state laws and regulations.
- Boats operating under power in any swimming area are prohibited.
- Boats and docks are not allowed prior to April 1st and must be removed on or before November 1st of each year.
- Docks must be removed from the beach and park on or before November 1st.
- Glass containers are prohibited on the beach.
- Open air fires on the beach are strictly prohibited.
- No trash shall be left on the beach.
- No personal property shall be left on the beach overnight and/or unattended.
- ATV's, skimobiles and golf carts must adhere to all local and state laws and regulations, and must adhere to all local and state speed limits.
- Any unregistered or inoperable vehicle left on Association property or common roads or ways, will be towed at owner's expense.
- Unregistered and un-garaged vehicles need to adhere to the Town of Lakeville By-Laws and regulations.
- Vehicles of residents' guests must be parked on or in front of that residents' property, as not to block normal traffic flow.
- Between the months of November and April, during snowstorms, residents need to park all vehicles off of the roadways to allow for proper snow removal.
- Members shall be held responsible and liable for actions of their unrestrained animals.
- Members shall be held responsible, liable, accountable, and answerable for actions of themselves, their household members, guests, tenants and their visitors.

By-laws revised, reviewed, and approved by membership: 7/77, 7/89, 8/94, 7/95, 6/03, 7/10, 6/15, 2/16, 4/26