

Bylaws
Of
The Raintree Association, Inc.
(Revised May 21, 2023)

Article I – Objective

The objective of this Association is to organize the homeowners for the purpose of identifying and pursuing projects which contribute to the preservation, maintenance, and improvement of Raintree Estates Association property.

Article II - Board of Directors

The Board of Directors of this Association shall consist of the President, First Vice President, Second Vice President, Secretary, and Treasurer.

The President shall preside at all meetings of the Association and act as Chairman of the Board of Directors. The President shall be ex officio a member of all committees. The President shall appoint all non-elected Committee Chairmen.

The First Vice President shall assume all duties of the President in the absence or disability of the President; shall oversee all signage; and act as Chairman of the Budget/Ways and Means Committee.

The Second Vice President shall preside at all meetings in the absence of the President and First Vice President and shall be Chairman of the Membership Committee.

The Secretary shall keep the minutes of all meetings of the Association; prepare all correspondence of the Association; be responsible for filing the annual corporate report to the State of Florida, for filing covenant renewals to Okaloosa County as they come due and for maintaining all corporate records.

The Treasurer will collect, deposit, hold, and expend all funds of the Association as directed by the Board of Directors; keep the list of paid members current; maintain accurate books; open books for inspection to all members as requested; and act as a member of the Budget/Ways and Means Committee.

In the event that any officer is unable to continue his/her duties, is disabled, or resigns, the Board of Directors will appoint a person to fill that position for the remainder of the term.

Article III - Board of Directors - Management of Affairs

The affairs of this Association shall be managed by a Board of Directors. A minimum of three (3) Board of Directors members are required to be in attendance (by phone or in person) to hold a vote. The decisions of the majority of all the attending Board of Directors shall prevail. In the case of deadlock, the Chairman of the Board shall cast a second deciding vote. For required decisions that are outside the parameters of the Bylaws, members will be canvassed with a majority decision of the membership prevailing.

Article IV - Other Committees

Budget, Ways and Means Committee – This committee, chaired by the First Vice President, will prepare and present a balanced budget to the membership four weeks prior to the annual membership meeting in May. In addition, this committee will research and, if appropriate, provide ways and means of supplementing the general funds of the Association.

Membership Committee - This committee, chaired by the second Vice President, will welcome all potential members, provide information about the Association, and solicit their membership. It is also the responsibility of this committee to provide, at the annual meeting, a listing of the proposed membership social events for that year.

Woods Park Committee - Responsible for caring for the Woods Park. The appointed committee chair, or their designated representative, is responsible for taking and documenting requests to reserve the park (or portions of the park) for private events.

Beach Park Committee - Responsible for caring for the Beach Park. The appointed committee chair, or their designated representative, is responsible for taking and documenting requests to reserve the park (or portions of the park) for private events.

Entrance Committee - Responsible for caring for all the entrance common areas. The appointed committee chair, or their designated representative, will prepare and present a contract, if required, subject to the approval of the Board of Directors, for the upkeep of all common grounds and parks.

Other Committees - Other committees may be added by the Board of Directors.

Article V - Dues/Finances

The dues of the Association shall be recommended by the Board of Directors. Dues will be paid annually. Payment is due in June. A 31-day grace period after June 30th will be allowed. All members who do not pay during June-July, will be dropped from the membership rolls. New homeowners may join at any time. New member's dues will be on a prorated basis from the first day of the following month they join the Association. The budget year will be from 1 June to 31 May each year. A budget will be approved, and dues will be voted upon at the May general membership meeting as determined by a majority vote of the members present. The Board of Directors will determine reprogramming of the funds within the elements of the approved budget. Disbursement of funds not included in the budget will require a majority vote of the general membership (telephone or electronic vote of the general membership is acceptable). All checks will be signed by two members of the Board of Directors. The Treasurer may pay invoices for fixed and recurring expenses electronically as approved by the Board of Directors and included in the budget.

Article VI - Membership

Active Membership - All homeowners and private property owners of Raintree Estates can be members of this Association. A membership is defined as the legal property owner(s) of a lot provided all dues are paid. No one person may have more than one vote per membership. Dues of members who cease to be a homeowner or a private property owner will be returned, upon request, on a prorated basis from the first day of the following month. A homeowner may assign his/her right of membership to a renter for social membership. Members failing to pay their dues are not members until dues are paid in full.

Social Membership - Residents of the area who do not qualify for active membership may become social members on a yearly basis by a majority vote of the Board of Directors. A social member will hold no office nor be granted any voting privileges. However, social members must pay the same annual or prorated dues as active members. Social members are entitled to use all amenities.

Honorary Membership - Honorary membership shall be bestowed upon any person(s) the Association desires to honor. Honorary memberships will be voted upon by a majority vote of the general membership at the annual meeting or during the year by the Board of Directors. Dues shall not be required of honorary members. Honorary members do not cast votes. However, honorary members who are property owners in Raintree may cast a vote. The honorary membership will be for one year unless renewed by the membership or board.

New Members - New members can be accepted at any time. Once accepted and having met all requirements, members will be issued a handout containing the Association's Bylaws, subdivision covenants, and other pertinent information deemed necessary by the Membership Committee.

Resignations - A resignation of membership must be in writing to the Secretary who will present it at the following Board of Directors meeting.

Article VII - Use of Common Areas and Parks

All park areas and common ground owned by the Association will be for the exclusive use of Association members and their guests. Use of the facilities by members with more than 10 guests at any one time will require the approval of the Chairman of the appropriate committee.

Article VIII - Annual Meeting and Election

The annual meeting to elect officers and to determine the budget shall be held on the third Sunday of May. The officers then elected shall be installed and assume their duties on 1 June. Officers will be elected by simple majority of the membership of the Association present on the day of election. Members unable to attend may cast a vote by absentee ballot in writing (email is acceptable) to the Secretary of the Association. The absentee ballot is to arrive to the secretary any time prior to the day of election. To be eligible to vote, membership must be established at least 90 days prior to the annual meeting. However, new property owners may join at any time and be eligible to vote. Any member may choose to assign their vote in writing for elections by proxy to any other member of the Association.

A nominating committee shall be appointed by the President eight weeks before the annual election; however, nominations for any office can be made from the floor at the annual meeting. Names of candidates, absentee ballots, and the proposed budget are to be provided to each member four weeks prior to the annual meeting.

Article IX - Advertisement

The Association may issue bulletins or other publications, which will forward the interest of the Raintree Association, Inc.

Article X - Covenants

The covenants governing Raintree Estates are those currently recorded with Okaloosa County. Changes to covenants may be recommended by any homeowner of Raintree Estates. Action for renewal of covenants will be sponsored by the Association.

Article XI - Amendments

These Bylaws may be changed, deleted, or amended using the following procedures:

Any proposed amendment(s) must be presented to the Board of Directors by an active member of the Association sixty days prior to the annual meeting called to make these changes, deletions, or amendments. The Board of Directors will publish the proposed changes and make them available to the membership at least 30 days prior to the meeting. A majority vote of the members attending the meeting, including proxy votes, will determine whether the Bylaws are changed, deleted, and/or amended.

Article XII – Sale of Property

The sale or permanent conveyance of property rights owned by the association is not allowed. Reference two (2) letters; 1. Midsouth Development Corporation letter dated February 20, 1980 signed by Charles K. Marshall, Jr., President and 2. Raintree Association, Inc letter dated March 20, 1980 signed by Bruce Shipley, President.)