

BY-LAWS OF  
SUNSET LAKES HOMOWNER'S ASSOCIATION, INC.  
ADOPTED **SEPTEMBER**, 2019

UNITED STATES OF AMERICA

STATE OF LOUISIANA

PARISH OF WEST BATON ROUGE

Sunset Lakes Homeowners Association, Inc. (hereinafter referred to as the "Association"), a nonprofit Louisiana Corporation, formed under the laws of the State of Louisiana, having for the purpose the governing of a particular subdivision property known as SUNSET LAKES FIRST and SECOND FILINGS, and the Declaration of Covenants and Restrictions for SUNSET LAKES FIRST and SECOND FILINGS recorded in the official records of West Baton Rouge Parish, Louisiana, does hereby adopt the following set of By-Laws which shall assist in governing the Association and SUNSET LAKES FIRST and SECOND FILINGS property.

All present or future owners, lessees, invitees, tenants or occupants of SUNSET LAKES FIRST and SECOND FILINGS property as more fully set out in the Declaration of Covenants and Restrictions for Sunset Lakes Homeowners Association, Inc., or any other individual who may use the facilities or come upon SUNSET LAKES FIRST and SECOND FILINGS property in any manner subject to the regulations set forth in these By-Laws, the Articles of Incorporation of the Association and the Declaration of Covenants and Restrictions reported in the official records of West Baton Rouge Parish, Louisiana. The ownership, rental, occupancy or presence of any individual, firm, person or corporation, on subdivision property, including common areas, will signify and constitute notification and acceptance of these By-Laws, the Articles of Incorporation of the Association and the Declaration of Covenants and Restrictions and the rules and regulations for SUNSET LAKES FIRST and SECOND FILINGS by such owner, occupant, tenant, employee, invitee or any other person.

ARTICLE I  
OFFICE

The principal office of the Association shall be located at P.O. Box 806, Addis, LA 70710 and such other place or places as the Board of Directors of the Association may designate.

ARTICLE II  
MEMBERSHIP MEETINGS

1. All meetings of the Members of the Association shall take place at a location within West Baton Rouge Parish to be designated by the Board of Directors in the notice of the meeting. See definition of "Member" and "Owner" in Article I

“DEFINITIONS” set forth in the Declaration of Covenants and Restrictions for Sunset Lakes First and Second Filings.

2. An Annual Meeting will be held in the month of JUNE each year commencing on the date and in the location at the Board’s discretion, for the purpose of, but not limited to electing a Board of Directors and for the transaction of such other business as may be properly brought before the Members.
3. An Mid-Fiscal Year Meeting will be held in the month of DECEMBER or JANUARY each year commencing on the date and in the location at the Board’s discretion, for the purpose of, but not limited to electing a Board of Directors and for the transaction of such other business as may be properly brought before the Members.
4. Special meetings of members, for any purpose, may be called by the President of the Association or the Board of Directors and shall be called by such officers upon receipt of a written request from any Member or Members holding in the aggregate, two-thirds (2/3) of the total voting power.
5. Notice of all member meetings, stating the time and place and the purpose for which the meeting is called, shall be given by the President or Secretary unless waived in writing by fifty-one percent (51%) of the total voting power of the association. Such notices shall be in writing to each Member at his/her address as it appears on record of the Association and shall be mailed or delivered not less than ten (10) days nor more than thirty (30) days prior to the date of the meeting. Proof of such mailing may be given by affidavit or in the signed minutes of the meetings.
6. The presence, in person or by written proxy, of the Members of twenty-five (25%) percent of the total voting power shall constitute a quorum.
7. When a quorum is present at any meeting, the Members of 25% of the voting rights present or represented by written proxy shall decide any questions brought before the meeting, unless the question is one upon which by express provisions of statutes, the Articles of Incorporation, the Restrictive Covenants or these By-Laws a different vote is required, in which case such express provision shall govern and control the decision on such a question.
8. In any meeting of the Members, each Member in good standing of the Association shall be entitled to one (1) vote for each lot owned by any firm, person, corporation, trust or other legal entity. A Member NOT in good standing is defined as a Member that is delinquent or past due on any dues, unpaid fines or special assessments, and is not in violation of any of the Declaration of Covenants and Restrictions for Association. However, there shall be only one vote for each lot and the vote shall be cast in accordance with these By-Laws. If a lot is owned by one person, the right to vote shall be established by his/her record title of

his/her lot. If a lot is owned by more than one person, the vote shall be divided among the ownership of each lot and fractional votes maybe cast. The ownership of a lot may by written authorization, cast the vote for all the record owners of the lot, which written authorization shall be filed with the secretary of the Association. If the lot is owned by a corporation, the person entitled to cast a vote for the lot shall be designated by the President or Secretary and attested by the Treasurer of such corporation and filed with the President of the Association. The certificate shall be valid until revoked, or until a change in the ownership of the lot concerned. If the lot is owned by a partnership, the person entitled to cast a vote for the lot shall be a person or persons who would be entitled to convey title to real estate under the terms of the partnership agreement. Evidence of authority to represent the partnership shall be filed with the President or Secretary of the Association prior to voting. A certificate designating the person entitled to cast a vote maybe cast in person or by written proxy. Proxies may be made by any person entitled to vote. They shall be valid only for the meeting designated and must be filed with the President or Secretary before the appointed time of the meeting.

9. If any Meeting of members cannot be organized due to lack of quorum, the members who are present, either in person or by proxy, the meeting will be adjourned. The Board, if they so choose, can then call a general meeting to conduct a general discussion with its members. If the required quorum is not present, another meeting may be called subject to the same notice requirement, and the Members present shall constitute the required quorum at the subsequent meeting. Such subsequent meeting shall be held within sixty (60) days following the preceding meeting.
10. The order of business at annual members meetings and as for practical use at all other Member's meetings, shall be:
  - a. At the meeting the Board President shall chair the meeting.
  - b. Calling the role and certifying proxies or other authority to cast votes by the Vice-president and/or, by the chairman of the meeting so designated.
  - c. Proof of notice of meeting or waiver of notice.
  - d. Reading and disposal of minutes.
  - e. Reports of officers.
  - f. Reports of committees.
  - g. Election of directors, if necessary.
  - h. Unfinished business.
  - i. New business.
  - j. Adjournment.
11. Whenever, by any provision of law, the Declaration of Covenants and Restrictions for the Sunset Lakes Homeowner's Association, Inc., the Articles of Incorporation of Sunset Lakes Homeowner's Association, Inc., these By-Laws, or the rules and regulations of SUNSET LAKES FIRST and SECOND FILINGS, the affirmative vote of Members is required authorize or constitute action by the

Association, the written consent of those necessary to decide the particular action shall be sufficient for the purpose, without necessity for a meeting of the Members.

12. Whenever the "total voting power" or "entire membership" of the Association is referred to in the Articles of Incorporation or the By-Laws of the Association or the Declaration of Covenants and Restrictions for SUNSET LAKES FIRST and SECOND FILINGS, it includes the total vote of all existing classes of membership.

### ARTICLE III DIRECTORS

The affairs of the Association shall be managed by a Board of Directors shall be composed of a President, Secretary, Treasurer, and along with two (2) other Owners determined from time to time by the members. Unless otherwise determined by the Board, there shall be five (5) directors. Each member of the Board of Directors shall be a member in good standing of the Association; in the event of a corporate ownership, an officer or designated agent therein; in the event of a partnership the Member shall be a partner or designated agent of the partnership.

#### 1. Election of Directors.

- a. A request for nominations shall be sent in the month of MAY each year with the annual meeting notification by the Board of Directors at least thirty (30) days prior to the annual Members Meeting. Additional nominations for directorships and directors may be made from the floor. The election shall be by ballot (unless dispensed with by unanimous consent) and by a plurality of the votes cast, each person voting being entitled to cast his/her vote for each of or as many nominees as there are vacancies to be filled. There shall be no cumulative voting.
- b. Vacancies in the Board of Directors occurring between annual meetings of members shall be filled by the Board of Directors by majority vote.
- c. Any director may be removed by concurrence of a simple majority (51%) of the votes of the entire membership at a special meeting of members called for that purpose. The vacancy in the Board of Directors so created shall be filled by majority vote of the members of the Association present or represented by proxy at the same meeting.
- d. **NUMBER AND TERM OF OFFICE.** After the Development Period, the initial Board will consist of five (5) persons. The number of directors may be changed by amendment of these Bylaws. Upon election, each director will serve until the Annual Meeting in June of the year 2020. After the initial term, and upon the next election the term will be staggered.

- e. **STAGGERED TERMS.** To maintain staggered terms, two (2) directors will be elected in even-numbered years, and three (3) directors will be elected in odd-numbered years. To establish staggered terms, at the first election after the transition meeting, the candidates receiving the most votes will serve two-year terms, and the candidates receiving the next-highest votes will serve initial terms of one year. In an odd-numbered year, the highest vote getter will serve a two-year term, and the next two highest vote getters will serve one-year terms. In an even-numbered year, the two highest vote getters will serve two-year terms, and the third highest vote getter will serve a one-year term. Thereafter, their successors will serve two-year terms. If the Board is ever elected en masse, the same method will be used to re-establish staggered terms.

## 2. Directors Meeting.

- a. The organization meeting of the newly-elected Board of Directors shall be held within 30 days of their election at such place and time as shall be fixed by the Directors at the meeting at which they are elected, and no further notice of the organization meeting shall be necessary, providing a quorum of elected directors shall be present.
- b. Meetings of the Board of Directors may be held at such time and place as shall be determined, from time to time, by a majority of the directors. Notice of regular meetings shall be given to each director, personally or by mail, telephone, or email, at least three (3) days prior to the day named for such meeting, unless such notice is waived, which notice shall state the time, place and purpose of the meeting.
- c. Any Directors may waive notice a meeting before, during or after the meeting and such waiver shall be deemed equivalent to the giving of notice.
- d. A majority of Directors at Board of Directors' meetings shall constitute a quorum. The acts of the Board approved by majority of those present at a meeting at which a quorum is present shall constitute the acts of the Board of Directors, except as specifically otherwise provided by law or in the Declaration of Covenants and Restrictions, Articles of Incorporation, By-laws or rules and regulations of the Association. If at any meeting of the Board of Directors, less than a quorum is present, the majority of those present may adjourn the meeting for lack of a quorum. If a notice of the failure to obtain a quorum at the adjourned meeting is sent to the directors entitled to vote, stating the purpose or purposes of the meeting and that the previous meeting was not held for lack of a quorum, then any number of Directors, present in person or represented by proxy, although less than the specified quorum fixed by this article, shall nevertheless constitute a quorum for purposes of electing

Directors or transacting any of the business specified in the notice to Members.

- e. The presiding officer at Director's meetings shall be the President if such an officer has been elected, and if not, then the Directors present shall designate one of their Directors to preside.
- f. Any action which may be taken at a meeting of the Board of Directors, or at a meeting of any committee may be taken by a consent in writing, signed by all of the members of the Board of Directors or by all of the members of the committee, as the case may be, filed with the records of proceedings of the Board or committee.
- g. All of the powers and duties of the Association existing under law, and in accordance with the Declaration of Covenants and Restrictions for SUNSET LAKES FIRST and SECOND FILINGS and other documents regarding the Association, By-laws, Articles of Incorporation, rules and regulations for SUNSET LAKES FIRST and SECOND FILINGS shall be exercised exclusively by the Board of Directors, its agents, contractors, or employees, however, subject to the approval of the Homeowners/Members of the Association when such is specifically required. A Director may not be an employee of the Association.

#### ARTICLE IV OFFICERS/COMMITTEES

- 1. The executive officers of the Association shall be President, Secretary, Treasurer, and two (2) other Homeowners all of whom shall be a Vice-President and Director At Large. All officers shall be elected annually by the Board of Directors and may be peremptorily removed by vote of the Directors at any meeting thereof. Any person may hold two offices except that the President shall not also be the Treasurer. The Board of Directors shall from time to time elect such officers and designate their powers and duties as the board shall find to be required to manage the affairs of the Association.
- 2. The President shall be the Chief Executive Officer of the Association. The President shall have all the powers and duties which are usually vested in the office of the President of an Association, including, but not limited to, the power to appoint committees from among the members from time to time, as he may in his discretion determine appropriate, to assist in the conduct of the affairs of the Association and to preside over the member meetings.
- 3. The Secretary shall, in the absence or disability of the President, exercise the powers and perform the duties of the President. He/She shall also generally assist the President and exercise such other powers and perform such other duties as shall be prescribed by the Directors.

4. Treasurer shall have custody of all property of the Association including funds, securities and evidences of indebtedness. He/She shall keep the books of the Association in accordance with good accounting practice; and he shall perform all other duties incident to the office of Treasurer.
5. Between the other two (2) Directors, one or the other shall support the Board in whatever capacity as needed and shall attend to the giving and serving of all notices to the members and Directors and other notices required by law.
6. The Architectural Control Committee (ACC) members shall be re-affirmed each year by the Board of Directors. The ACC shall review, suggest, and approve any and all improvements to lots in accordance with the Declaration of Covenants and Restrictions for SUNSET LAKES FIRST and SECOND FILINGS.
7. Chairperson(s) and members of other committees shall be appointed each year at the board meeting held after the Annual Meeting of Members.

#### ARTICLE V ASSESSMENT AND FISCAL MANAGEMENT

1. On or before MAY 1<sup>st</sup> of each year, the Board of Directors shall prepare a budget (the "Annual Budget") based on an estimate of the total amount required for the cost of wages, materials, insurance, services and supplies and other common expenses which will be required during the ensuing calendar year for the management of the Association and the maintenance of the property for SUNSET LAKES FIRST and SECOND FILINGS, together with reasonable amounts considered by the Board to be necessary for the reserves hereinafter established (annual expense). Along with the Annual Meeting notification each year, the Board of Directors shall give each Homeowner a copy of the proposed annual budget for the ensuing year together with a written statement of the annual and monthly assessments pertaining to the lot, which assessments shall be fixed in accordance with provisions of the Declaration of Covenants and Restrictions for SUNSET LAKES FIRST and SECOND FILINGS, the Articles and By-Laws of the Association. If the budget or proposed assessments are amended, a copy of the amended budget or statement of assessments shall be furnished to each Homeowner concerned.
2. The failure or delay of the Board of Directors to prepare or to transmit to its Members an Annual Budget or statement of assessment shall not constitute a waiver release in any manner of any Member's obligation to pay their Assessments against his/her property, whenever the same shall be determined, and in the absence of an Annual Budget or statement of assessments, each Member shall continue to pay the existing installment against the Assessments established for the previous period until changed by delivery of a revised statement of assessments.

3. The annual budget shall include allocations for, and the funds and expenditures of the Association shall be credited and charged to, accounts under the following classifications as shall be appropriate, all of which expenditures shall be expenses of the Association:
  - a. Current operating expenses.
  - b. Reserved for alterations and improvements.
  - c. Working capital.
4. The Board of Directors in its absolute discretion may establish from time to time such other accounts or budget classifications as it may deem appropriate for the proper administration of the property in SUNSET LAKES FIRST and SECOND FILINGS under the management or maintenance of the Association.
5. At the Annual Members Meeting in June of each year, the Board of Directors shall provide all Homeowners present with a copy of an itemized accounting of the expenses actually incurred and paid for the preceding year by the Association, together with a tabulation of all amounts collected pursuant to assessments levied and showing the net amount over or short of actual expenditures plus reserves.
6. The Treasurer shall keep full and correct books and accounts, including itemized records of all receipts and expenditures, and the same shall be open for inspection by any Homeowner, any representative of a lot owner duly authorized in writing or any mortgagee of a lot at such reasonable time or times during normal business hours as may be requested by a lot owner or his representative or mortgagee. The Treasurer shall also maintain a separate account for each lot which shall always be kept current and which shall show:
  - a. The name and address of the Homeowner and the mortgagee of the property, if any (provided the information has been furnished by the Homeowner);
  - b. The amount and due date of all assessments pertaining to the property;
  - c. All amounts paid on account;
  - d. Any balance due.
7. Upon written request of a Homeowner or his/her mortgagee, the Treasurer shall promptly furnish a certificate or statement of account setting forth the amount of any unpaid assessments or other charges due and owing by such Homeowner.
8. Annual Assessment in the amount of THREE HUNDRED and ZERO dollars (\$300.00) shall be made and due on or before the 1<sup>st</sup> day of July each calendar year. Any Payment shall be payable to the order of SUNSET LAKES HOMEOWNERS ASSOCIATION, INC. and shall be paid at the principal office



of the Association; or to such other person or entity and in such other places as the Board of Directors may from time to time designate ON THE INVOICE.

9. Any installment on any assessment authorized hereunder or under the Declaration of Covenants and Restrictions shall be a debt and obligation of the lot and the owner of the lot against which it is levied. In the event of nonpayment of an assessment within thirty (30) days after it is due, the amount owed shall become delinquent and shall bear interest at the rate of 1.0% per month and by resolution of the Board of Directors, subject the member obligated to pay the same to the payment of such other penalty or "late fee" as the board may fix only to be applied after thirty (30) days of the account being delinquent. In the event of nonpayment of an assessment after a ninety (90) day period, a lien affidavit setting forth the amount is maybe filed against the property thereof as authorized by and provided for in LSA R.S. 9:1145 et. seq. The association is further authorized to file suit in its own name in any court of competent jurisdiction to perfect said lien and collect said assessments, late fees and other penalties, as well as to enforce any other provisions of these restrictions and/or rules and regulations. The party cast in judgment shall pay all reasonable attorney's fees and court costs.
10. In the event of nonpayment of amounts due the Association, the President, Secretary or Treasurer shall, not later than ninety (90) days after any assessment levied pursuant to this act becomes due, take necessary measures to file in the records of the Clerk of Court for the Parish of West Baton Rouge, a lien affidavit on behalf of the Association and against the property of the delinquent Homeowner liable for such assessment. The claim of lien shall be signed and verified by affidavit of an officer or agent of the association and shall include:
  - a. A description of the lot or parcel of land owned by the drop the delinquent association member and any other information necessary for proper identification;
  - b. The name of the record PROPERTY owner;
  - c. The amount of all delinquent installments or payments or assessments;
  - d. The date on which said installments or payments became delinquent, all in accordance with LSA R.S. 9:1145 et seq.
13. The association or its agents shall file the lien in the records of West Baton Rouge Parish and serve upon the delinquent owner a sworn detailed statement of the claim by certified mail, registered mail or personal delivery.
14. In the event that payment of the claim of lien is not forthcoming after filing of the claim of lean, the Board of Directors shall take necessary measures to have filed on behalf of the Association, a suit on such claim in a civil action in a District Court of competent jurisdiction in, the State of Louisiana.

15. The Association shall, upon demand, furnish to any member liable for any assessment levied pursuant to this act (or any other party legitimately interested in the same) a certificate in writing signed by an officer of the Association, setting forth the status of the assessment, i.e. whether the same is paid or unpaid. Such certificate shall be presumptive evidence of the payment of any assessment therein stated to have been paid. A reasonable charge may be levied in advance by the Association for each certificate so delivered.
16. Upon default in the payment of any one or more assessments levied pursuant to this act, or any other assessment thereof, the entire balance of said assessment may be accelerated at the option of the Board of Directors and may be declared due and payable in full.
17. Any Homeowner who mortgages his/her lot shall notify the President or Treasurer of the name and address of his mortgagee. Any such mortgagee shall have the right to notify the Secretary of the Association of the existence of a mortgage on the lot. The Treasurer shall maintain such information in a special book or file. The President or Treasurer may report to a mortgagee of a lot any unpaid assessments or other defaults by the owner of such lot. A copy of every notice of default and claim for delinquent assessment or claim of lien sent by the Association to a Homeowner may also be sent to the mortgagee of the property whose name and address has heretofore been furnished the Association, however, the failure to send such notice to the mortgagee or the Homeowner shall not affect the validity of the lien filed in accordance with law in the official records of West Baton Rouge Parish, Louisiana.
18. The depository of the Association shall be such bank or banks as shall be designated from time to time by the Board of Directors. Withdrawals of money from such accounts shall be only by checks signed by persons authorized by resolution of the Board of Directors. All funds collected by the Association from assessments may be commingled in a single fund, but they shall be held for the Homeowners and credited to accounts from which shall be paid the expenses for which the respective assessments are made. The records of the Association shall be maintained to evidence the amount due by each Homeowner to the Association.
19. Any obligation of the Association or any of its officers contained in this article may be assigned or delegated to an agent of the Association pursuant to an agreement entered into between the Association and the firm, person or corporation designated by the Association.

## ARTICLE VI EXTENT OF LEGAL ACTION

1. Notwithstanding any other authority granted to the Board of Directors herein, the Board of Directors shall take no legal action against any firm, person or

corporation in the name of and on behalf of Sunset Lakes Homeowner's Association, Inc., except for the following suits or actions:

- a. A suit seeking collection of monies due as provided in article V herein.
- b. A suit to enforce Declaration of Covenants and Restrictions, Articles or By-laws for SUNSET LAKES FIRST and SECOND FILINGS.
- c. A suit to enforce contract provisions or failure to complete contractual third-party commitments due to Association.
- d. A suit for any other matters to the extent permitted by Louisiana law
- e. Settlements of any of (a.) through (d.) above.
- f. No other suits, demands or claims in law or in equity shall be filed in any court.

## Article VII NOTICES

1. Any notice required by the Declaration of Covenants and Restrictions Restrictive Covenants, Articles or By-laws for SUNSET LAKES FIRST and SECOND FILINGS or by law to be given in writing by the Association or its Board of Directors to any Homeowner/Association Member or other person or entity shall be deemed sufficient if delivered personally or deposited in the United States mail. All proof of mailing shall be by the affidavit of the person mailing and the affidavit shall be prima facie proof that notice has been given, address to the registered office of the Association, as filed with the Louisiana Secretary of State, with respect to the Association, and to the last address of such lot owner, Association Member or other person appearing in the records of the Association.
2. A written waiver of any required notice, executed by the person or persons entitled to such notice, whether executed before or after the required time for the notice, shall be deemed equivalent to the required notice.
3. Failure of the Board of Directors to enforce any provision of the Articles, the By-Laws, or the Declaration of Covenants and Restrictions of the Association does not waive its right to enforce such provision at a later time. Failure to enforce any provision will not be deemed a waiver of the Declaration of Covenants and Restrictions, the Articles, or the By-Laws.

## ARTICLE VIII PARLIAMENTARY RULES

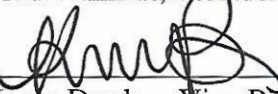
1. *ROBERTS RULES OF ORDER* (latest edition) shall govern conduct of the Association proceedings when not in conflict with the Declaration of Covenants and Restrictions, Articles of Incorporation or these By-Laws or with the laws of the State of Louisiana.


ARTICLE IX  
AMENDMENTS

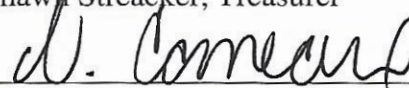
2. Amendments to the By-Laws shall be proposed and adopted in the following manner:
- 1) Notice of the subject matter of a proposed amendment shall be included in the notice of any meeting at which a proposed amendment is considered.
  - 2) A resolution adopting a proposed amendment must receive approval by a majority vote of the entire Board of Directors.
  - 3) An amendment may be proposed by either the Board of Directors or by any Member of the Association.
  - 4) An amendment when adopted as set forth in number two of this article above shall become effective only after a copy of the same, certified by the President and Treasurer as having been duly adopted, is recorded with the Clerk of Court of West Baton Rouge Parish, Louisiana, in the same manner as recordation of the original Declaration of Covenants and Restrictions to which the original Articles of Incorporation and By-Laws are annexed as an exhibit.
  - 5) No amendment shall discriminate against any Homeowner or against any property or class or group of lots unless the Homeowners so affected shall consent.
  - 6) No amendment to these By-Laws shall operate to change any Homeowner's share of the total expenses of the Association, or change the voting rights of its members, unless the record owner of the lot concerned and all mortgagees who have duly recorded instruments in the records of West Baton Rouge Parish and whose mortgage is registered with the secretary of this Association shall join in the execution of the amendment.

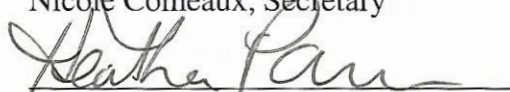
Dated this 25<sup>th</sup> day of September, 2019, at Addis, LA, Parish of West Baton Rouge, and State of Louisiana.

  
\_\_\_\_\_  
Brad Winkert, President

  
\_\_\_\_\_  
Kayla Darden, Vice President

  
\_\_\_\_\_  
Shawn Streacker, Treasurer

  
\_\_\_\_\_  
Nicole Comeaux, Secretary

  
\_\_\_\_\_  
Heather Parn



Homeowners Association, Inc.

BOARD OF DIRECTORS

Brad Winkert  
Kayla Darden  
Nicole Comeaux  
Heather Parsons  
Shawn Streacker

8733 Siegen Lane Suite 338, Baton Rouge, LA 70810 | (225) 306-3148 | info@pelicanam.com

## BOARD OF DIRECTORS RESOLUTION

### BYLAWS

#### SUNSET LAKES HOMEOWNERS ASSOCIATION, INC.

Upon motion duly made, seconded and carried, the Board of Directors for Sunset Lakes Homeowners Association, INC., adopted the following Resolution, at its regular meeting held on this 25<sup>th</sup> day of September, 2019

WHEREAS, the Covenants, Conditions and Restrictions of Sunset Lakes Homeowners Association, INC., as the first Bylaws of this corporation, a corporation not for profit organized under the laws of the State of Louisiana, by unanimous consent of the undersigned first directors of the Association, and

WHEREAS, said Covenants, Conditions and Restrictions provide the Association's Board of Directors with the power and authority by all the homeowners of real property within said community in order to provide the normal operation of said Association's business and affairs and

WHEREAS, the Board of Directors deems it to be in the best interests of the Association and all the Association's members to establish policies and practices relative to the Association's rights.

WHEREAS, the Board of Directors has fully discussed and considered this matter.

NOW, THEREFORE, BE IT RESOLVED that the Association hereby adopts Bylaws to govern its Board of Directors and ensure their duties are carried out as set forth in their Covenants and Restrictions.

BE IT FURTHER RESOLVED THAT the board shall retain the right to amend or repeal this resolution.

Executed this 25<sup>th</sup> day of September, 2019

Approved by the Board of Directors at its board meeting.

  
Secretary – Nicole Comeaux