COTTONWOOD COVE TRAILER OWNERS ASSOCIATION

MISSION STATEMENT

The mission of the Cottonwood Cove Trailer Owners Association (CCTOA) is to promote and encourage a sense of community among its members through social gatherings and the sharing of pertinent information, as well as to maintain a positive relationship with both the concessionaire and the National Park Service while promoting the protection of Cottonwood Cove Marina.

BYLAWS

The trailer (mobile home) owners of Cottonwood Cove, Lake Mohave, Clark County, State of Nevada, join together in an association to be known as "Cottonwood Cove Trailer- Owners Association". These by-laws as amended and approved by the membership of this association are hereby adopted.

ARTICLE 1

MEMBERSHIP

Section 1

Any person or persons owning a mobile home, and renting or leasing said space in the trailer village from a concessionaire or the National Park Service in Cottonwood Cove, Lake Mohave, shall be eligible for membership in the association.

Section 2

A membership in the association shall be valid as long as their mobile home remains on the rented or leased lot and dues of member have been paid.

Section 3

Each trailer space shall be entitled to one vote in the association, said vote to be cast by only one of the owning parties. Mobile homes owned by multiple individuals shall be, for the purposes of this association, considered as one membership having one vote.

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Section 4

At all meetings of members, every trailer space shall have the right to cast one vote either in person or by email. Email ballots will be sent out 30 days prior to the meeting and must be either emailed back to the secretary no later than 3 days prior to the meeting or brought to the meeting in person.

Section 5

Membership dues shall be due and payable by March 1 each year. The amount of the dues shall be set by the Board of Directors as the need arises. The amount of the increase in dues in any one calendar year shall be limited to the amount of the present year's dues.

Section 6

All notifications to members will be delivered by email unless member elects to have notifications delivered via US mail.

ARTICLE 1-A

NON-VOTING SOCIAL MEMBERSHIP

Section 1

Any person or persons having an interest in Cottonwood Cove Trailer Village and who would like to participate in social and/or informational aspects of the association may apply to the Board of Directors for admittance as Social Members. Social Members will receive newsletters and copies of all information dispersed to Trailer Owners and will be invited to attend the Trailer Owners' Annual Meeting as a ***non-voting*** member and may attend the Annual Barbeque as a paid guest.

ARTICLE 2

MEETINGS

Section 1

The annual meeting of the Association shall be held at Cottonwood Cove, Lake Mohave, Clark County, State of Nevada each year, the month, day and hour to be set by the Board of Directors. Notification of the annual meeting shall be delivered to each member (30) days in advance of said meeting.

Section 2

Special meetings may be called by the Board of Directors. A notice to be delivered to association members thirty (30) days prior to meeting, putting members on notice as to the purpose of the meeting including time and place of meeting.

Section 3

Any authorized action may be taken by the members of the association without a meeting by written consent of the majority of the members of the association.

Notice of any proposed action without a meeting shall be delivered to the members per Article 1, Section 6. Notice shall be deemed given at the time it is deposited in the US mail or sent via email.

If written consent to any proposed action is received from a majority of the members of the association within (60) days from the date of notification, such action shall be deemed to be the official action of the association. If such written consent is not received within said 60-day period, any further proceedings with respect thereto shall be deemed to be an original proposal for action by the association and notice shall be given as above provided.

Section 4

Special meetings of the association may be called by members of the association, constituting at least 10% of the members having the right to vote. Notice of such meeting shall be given per Article 1, Section 6, at least (60) days prior to the date of such meeting. Notice shall be deemed given at the time it is deposited in the US mail or sent via email. Such notice shall be set for the time and place of the meeting, and the business to be transacted at such meeting.

All special meetings of the members of the association shall be held at Cottonwood Cove, Lake Mohave, Clark County, in the State of Nevada.

Section 5

A majority of the members of the association shall constitute a quorum for the purpose of any meeting of the members of the association, and passage of any resolution or action taken at any such meeting shall be valid if approved by a majority of those voting either in person or by email prior to such meeting.

Section 6

Meetings of the members of the association shall be governed by Robert's Rules of Order; as such rules are revised from time to time, insofar as such rules are not inconsistent with or in conflict with these By-Laws, with the Constitution of this association, or with law.

Section 7

Any notice given of the annual or any special meeting of the members of the association shall specify the actions proposed to be taken at such meeting, and no action taken at such meeting which shall expose the members to legal or financial liability other than that incurred in the ordinary operation of the business of the association shall be binding on any member who has not consented to the same unless notice of such proposed action shall be set forth in the notice of said meeting given to the members as herein provided.

ARTICLE 3

OFFICERS OF THE ASSOCATION

Section 1

The officers of the association shall be a President, a Vice-President, a Secretary, and a Treasurer.

Section 2

The officers of the Association shall be elected by the Board of Directors after the annual meeting. The Secretary and Treasurer to serve without bond.

Section 3

Chairmen of committees for specific purposes relating to acts of the Association may be appointed by the President of the Board of Directors upon authorization of the Board of Directors in a regular called meeting of the Board of Directors.

Section 4

The President shall preside at all meeting of the Association and all meetings of the Board of Directors; excepting he/she may delegate his/her presidency to the Vice-President or other board member at his/her discretion as to time and place. The President shall also be ex- officio member of all committees and shall have such other duties as may be prescribed by the Board of Directors or By-Law. The President or his/her appointee shall be the association's liaison with the concessionaire and the National Parks Service. The President will develop the agenda for Board of Directors meetings. The President will schedule at least (4) Board of Directors meetings per calendar year. The president may receive remuneration for his/her efforts at the discretion of the Board of Directors.

Section 5

The Vice-President shall accept all duties and responsibilities of the President in his/her absence or disability and shall have such powers as delegated by the Board of Directors and the By-Laws. The Vice President shall write a quarterly newsletter to be delivered by the Secretary to association members.

Section 6

The Treasurer shall keep an accurate account of all monies received and disbursed; shall collect and deposit in the depository selected by the Board of Directors all monies from whatsoever source. The treasurer shall also prepare all checks and provide an income and expense report to all Board members at each meeting. All checks of the Association shall be signed by the Treasurer. The Treasurer may receive remuneration for his/her efforts at the discretion of the Board of Directors.

Section 7

The Secretary shall keep or cause to be kept, all the minutes of both the meetings of the membership and the Board of Directors; shall give notice of meetings as provided by Bylaws; shall distribute quarterly newsletters prepared by the Vice-President; shall keep or cause to be kept records of all the activities of the committees; shall prepare and mail annual membership mailing; prepare all required filings for any government agencies; maintain records of membership. The Secretary may receive remuneration for his/her efforts at the discretion of the Board of Directors.

Section 8

A committee will be formed each year for the purpose of planning the annual meeting. One Director will be elected by the Board to be committee chairman. Committee will be responsible for all mailings regarding the meeting.

ARTICLE 4

BOARD OF DIRECTORS

Section 1

The affairs of the Association shall be managed by or under the authority of the Board of Directors.

Section 2

The board of directors of the association shall consist of seven (7) members. Any member of the association whose dues are currently paid is qualified to serve as director.

Directors shall be elected by the voting members of the association present in person or by email at the annual meeting of the association. Candidates receiving the highest number of votes up to the number of directors to be elected are elected and shall serve until the next annual election of directors and until their successors are elected.

Section 3

Meetings of the Board of Directors may be called at any time by the President of the Board.

Section 4

Vacancies on the Board of Directors, including Association Officers, shall be filled by appointment by the remaining directors in office, and such appointees shall hold office thru existing term of vacating director.

Section 5

A quorum for the transaction of business in a Board of Directors meeting shall be a majority of its members.

ARTICLE 5

REMOVAL OF DIRECTORS AND/OR OFFICERS

Section 1

The entire board of directors, or any individual director, may be removed from office at any time by the vote of a majority of the members of the association present at the annual meeting or a special meeting of the association, or by majority vote of the Board of Directors.

ARTICLE 6

MISCELLANEOUS

Section 1

Amendments or changes to these by-laws must be submitted to the Board of Directors in writing. Upon receipt of these changes or amendments, the Board will review them and if approved, present them to the members of the Association at the annual meeting or by email/US mail per Article 1 Section 6. Those members voting at the annual meeting and/or those submitting ballots via email/US Mail will constitute the majority of the votes taken.

Section 2

Any "problem" suffered or thought to be suffered by any member of the association may be stated in writing to the board of directors or presented in person at a meeting of the board of directors or with a filed written statement to the secretary-treasurer prior to the meeting. After consideration, the board of directors may elect to handle the "problem" for the member. Members to be notified of the board of director's decision.

Section 3

All acts of the Board of Directors shall be binding upon the members of the Association.

Section 4

No monies may be borrowed, assessments levied, or debts or other liabilities incurred in the name of the association unless authorized by a majority vote of the members of the association represented in person or by proxy at any special meeting of the association duly called, or by written consent of a majority of the voting members of the association.

Before any monies are borrowed, assessments levied, or debts or other liabilities are aforesaid, notice of such intended action shall be given as provided in Article 1 of these By- Laws.

These are not to limit the board of directors' authority to expend monies for normal operating expenses.

Submitted to the Cottonwood Cove Trailer Owner's Association on October 16, 2026.

Jim Gartner, President

John Robertson, Vice President

Irma Tamayo, Secretary

Tim Roe, Treasurer

Mike Hebert, Director

Steve Whitehouse, Director

Nancy Gartner, Director