

# BYLAWS FOR THE VILLA CASITAS HOMEOWNER'S ASSOCIATION

## I. Purpose:

- A. As set forth in the Amended and Restated Declaration of Protective Covenants recorded September 21, 1998 under Reception No. 98135609.

## II. Owners Subject to Bylaws:

- A. Bylaws shall govern how the VCHOA is run. Covenants shall govern property matters.
- B. Membership:  
i. Any owner of a lot within the VCHOA boundaries shall be a member and subject to the rules and regulations therein.
- C. Voting:  
i. Voting will be allowed by members current on dues only. Voting may be done by mail, e-mail or public meeting. Each lot shall have 1 vote regardless of the number of members occupying said lot.
- D. Majority vote:  
i. Majority shall rule. Majority shall also rule on the VCHOA Board of Directors with the residing President having the final vote.

## III. Association Meetings:

- A. Place of Meetings:  
i. Time and Place of Meetings shall be decided 1 month prior to the meeting and shall be agreed upon by the Board of Directors. Scheduled meetings are subject to change. Monthly meetings shall be open to the Board of Directors unless a special invitation has been made.
- B. Annual Meetings:  
i. Annual meetings shall be held; notice of said meeting shall be mailed out 1 month prior to the scheduled date.
- C. Special Meetings:  
i. Special meetings shall be held or called by the Board of Directors only. If subject matter cannot wait until the Monthly board meeting or the Annual public meeting.

ROBERT C. "BOB" BALINK El Paso County, CO

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Doc \$0.00 Page

Rec \$21.00 1 of 4



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RETURN TO:  
VCHOA  
PO BOX 534  
FOUNTAIN, CO 80817

**Bylaws for the Villa Casitas Homeowners Assoc.**

**D. Order of Business:**

- i. The President shall start the meeting
- ii. Recount of the last minutes
- iii. Call for unfinished business
- iv. Call for new business
- v. Schedule next meeting
- vi. The President shall close the meeting

**E. Rules of Meetings:**

- i. Any specific rules as decided upon by the Board of Directors.

**IV. Executive Board:**

**A. Designation:**

- i. Shall be decided upon by vote.

1. President

- a. Shall head the Board of Directors and have final say in VCHOA matters.

2. Vice-President

- a. Shall assist the President and step in if the President can no longer serve.

3. Treasurer

- a. Shall keep VCHOA records as well as financial accounts receivables and payables.

4. Secretary

- a. Shall take and keep VCHOA meeting minutes and prepare VCHOA letters from the President.

5. Executive Assistant

- a. Shall back up the Treasurer with financial matters and records and assist others on the Board where needed.

**B. Election of Officers:**

- i. Shall be elected by the majority of the Board elected members.

**C. Removal of Officers:**

- i. Removal of Officers must be by at least a 4 to 1 Board of Directors decision. Upon removal, the majority of the remaining Board members shall appoint an interim board member.

**D. Term of Office:**

- i. Term of office shall be alternating 2-year terms so as not to introduce a new set of directors into an unfamiliar setting.

**E. Non-Liability of the Board:**

- i. Board members shall not be held personally liable for VCHOA matters unless punishable by County, State or Federal Law.





