

**BY-LAWS  
OF  
PLANTATION ROW HOMEOWNERS ASSOCIATION, INC**

**ARTICLE I**

**Name and Location**

The name of the corporation is PLANTATION ROW HOMEOWNERS ASSOCIATION, INC., hereinafter referred to as the "Association." The principal office of the corporation shall be located at 285 South Stratford Road, Winston-Salem, North Carolina, but meetings of members and directors may be held at such places within the State of North Carolina, County of Forsyth, as may be designated by the Board of Directors.

**ARTICLE II**

**Definitions**

Section 1 "Association" shall mean and refer to PLANTATION ROW HOMEOWNERS ASSOCIATION, INC., its successors and assigns.

Section 2 "Properties" shall mean and refer to that certain real property described in the Declaration of Covenants, Conditions and Restrictions, and such additions thereto as may hereafter be brought within the jurisdiction of the Association.

Section 3 "Common Properties" shall mean any real property owned by the Association for the common use and enjoyment of the owners.

Section 4 "Lot" shall mean and refer to any plot of land shown upon any recorded subdivision map of the properties with the exception of the Common Properties.

Section 5 "Owner" shall mean and refer to the record owner, whether one or more persons or entities, of the fee simple title to any Lot which is a part of the Properties, including contract sellers, but excluding those having such interest merely as security for the performance of an obligation.

Section 6 "Declarant" shall mean and refer to Plantation Row, Inc., a North Carolina corporation, acting as Declarant, its successors in interest, in the event of its reorganization or dissolution; or its assigns to whom the Declarant shall have expressly assigned its rights hereunder.

Section 7 "Declaration" shall mean and refer to the Declaration of Covenants, Conditions and Restrictions applicable to the Properties recorded in the Office of the Register of Deeds of Forsyth County, North Carolina.

Section 8 "Member" shall mean and refer to those persons entitled to membership as provided in the Declaration and in Article III of these By-Laws.

109

## ARTICLE III

### Membership and Property Rights

Section 1 Membership The Declarant and every other owner of a lot shall be members of the Association. Membership shall be appurtenant to and may not be separated from ownership of any lot subject to assessment. The voting rights of the members shall be as provided by the Declaration.

Section 2 Property Rights Each member shall be entitled to the use and enjoyment of the Common Properties, if any, as provided in the Declaration. Any member may delegate his rights of enjoyment of the Common Properties and facilities to the members of his family, his tenants, or contract purchasers who reside on the property. Such member shall notify the secretary of the Association in writing of the name of the delegate. The rights and privileges of such a delegate are subject to suspension as those of the member.

## ARTICLE IV

### Meeting of Members

Section 1 Annual Meetings The first annual meeting of the members shall be held within one hundred twenty (120) days of the fiscal year end of the Association.

Section 2 Special Meetings Special meetings of the members may be called at any time by the president ~~or~~ by the Board of Directors, or upon written request of the members who are entitled to vote one-fourth (1/4) of all the votes.

Section 3 Notice of Meetings Written notice of each meeting of the members shall be given by, or at the discretion of, the secretary or person authorized to call the meeting by mailing a copy of such notice, postage prepaid, not less than 10 days or more than 60 days before such meeting to each member entitled to vote thereat, addressed to the member's address last appearing on the books of the Association, or supplied by such member to the Association for the purpose of notice. Such notice shall state the time and place of the meeting and items on the agenda, including the general nature of any proposed amendment to the declaration or bylaws, any budget changes, and any proposal to remove a director or office, and, in the case of a special meeting, the purpose of the meeting. Waiver by a member in writing of the notice required herein signed by him before or after such meeting, shall be equivalent to the giving of such notice.<sup>2</sup>

Section 4 Quorum The presence at the meeting of members entitled to cast, or of proxies entitled to cast, ten percent (10%) of the votes of each class of membership shall constitute a quorum for any action except as otherwise provided in the Articles of Incorporation, the Declaration, or these By-laws. In the event amendments to the By-laws are proposed, the presence of one-fourth (1/4) of members entitled to cast votes must be present, in person or by proxy, to constitute a quorum. If, however, such quorum shall not be present or represented at any meeting, the members entitled to vote thereat shall have power to adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum as aforesaid shall be represented.<sup>2</sup>

Section 5 Proxies At all meetings of the members, each member may vote in person or by proxy. All proxies shall be in writing and filed with the secretary. Unassigned proxies shall be distributed evenly among the members of the board of

directors present at the meeting. Every proxy shall be revocable and shall automatically cease upon conveyance by the member of his lot.<sup>2</sup>

## ARTICLE V

### Board of Directors

Section 1 Number The affairs of this Association shall be managed by a Board of no less than three (3) and no more than five (5) directors, who must be owners and residents of the Association.<sup>1</sup>

Section 2 Term of Office At the first annual meeting the members shall elect at least one director for a term of one year, at least one director for a term of two years and at least one director for a term of three years; and at each annual meeting thereafter the members shall elect directors for a term of three years.

Section 3 Removal Any director may be removed from the Board, with or without cause, by a majority vote of the members of the Association. In the event of death, resignation or removal of a director, his successor shall be selected by the remaining members of the Board, and shall serve for the unexpired term of his predecessor.

Section 4 Compensation No director shall receive compensation for any service he may render to the Association. However, any director may be reimbursed for his actual expenses incurred in the performance of his duties.

Section 5 Action Taken Without a Meeting The directors shall have the right to take any action in the absence of a meeting which they could take at a meeting by obtaining the written approval of all the directors. Any action so approved shall have the same effect as though taken at a meeting of the directors.

## ARTICLE VI

### Nomination and Election of Directors

Section 1 Nomination Nomination for election to the Board of Directors shall be made by a Nominating Committee. Nominations may also be made from the floor at the annual meeting. The Nominating Committee shall consist of a Chairman, who shall be a member of the Board of Directors, and two or more members of the Association. The Nominating Committee shall be appointed by the Board of directors prior to each annual meeting of the members, to serve from the close of such meeting until the close of the next annual meeting and such appointment shall be announced at each annual meeting. The Nominating Committee shall make as many nominations for election to the Board of Directors as it shall in its discretion determine, but no less than the number of vacancies that are to be filled. Such nominations may be made from among members or non-members.

Section 2 Election Election to the Board of Directors shall be secret written ballot. At such election the members or their proxies may cast, in respect to each vacancy, as many votes as they are entitled to exercise under the provisions of the Declaration. The persons receiving the largest number of votes shall be elected. Cumulative voting is not permitted.

## ARTICLE VII

### Meeting of Directors

Section 1 Regular Meetings Regular meetings of the Board of Directors shall be held quarterly without notice, at such place and hour as may be fixed from time to time by resolution of the Board. Should said meeting fall upon a legal holiday, then that meeting shall be held at the same time on the next day which is not a legal holiday provided, however, if the Board shall agree to meet on such legal holiday any action taken by it shall be valid and binding.

Section 2 Special meetings Special meetings of the Board of Directors shall be held when called by the president of the Association, or by any two (2) directors, after not less than three (3) days' notice to each director.

Section 3 Quorum A majority of the number of directors shall constitute a quorum for the transaction of business. Every act done or decision made by a majority of the directors present at a duly held meeting at which a quorum is present shall be regarded as the act of the Board.

## ARTICLE VIII

### Power and Duties of the Board of Directors

Section 1 Powers The Board of Directors shall have power to:

(a) adopt and publish rules and regulations governing the use of the Common Open Space and facilities, if any, and the personal conduct of the members and their guests thereon, and to establish penalties for the infraction thereof;

(b) suspend the voting rights and right to use of the recreational facilities of a member during any period in which such member shall be in default in the payment of any assessment levied by the Association. Such rights may also be suspended after notice and hearing, for a period not to exceed sixty (60) days for infraction of published rules and regulations;

(c) exercise for the Association all powers, duties and authority vested in or delegated to this Association and not reserved to the membership by other provisions of these By-Laws, the Articles of Incorporation, or the Declaration;

(d) declare the office of a member of the Board of Directors to be vacant in the event such member shall be absent from three (3) consecutive regular meetings of the Board of Directors;

(e) employ a manager, an independent contractor, or such other employees as they deem necessary, and to prescribe their duties; and

(f) employ attorneys to represent the Association when deemed necessary.

Section 2 Duties It shall be the duty of the Board of Directors to:

(a) cause to be kept a complete record of all its acts and corporate affairs and to present a statement thereof to the members at the annual meeting of the members, or at any special meeting when such statement is requested in writing by one-fourth (1/4) of the members who are entitled to vote;

(b) supervise all officers, agents and employees of this Association, and to see that their duties are properly performed;

(c) as more fully provided in the Declaration, to:

(1) fix the amount of the monthly assessment against each lot subject to assessment at least thirty (30) days in advance of each calendar year;

(2) send written notice of each assessment to every owner subject thereto at least thirty (30) days in advance of each calendar year; and

(3) foreclose the lien against any property for which assessments are not paid within thirty (30) days after due date or to bring an action at law against the owner personally obligated to pay the same.

(d) issue, or to cause an appropriate officer to issue, upon demand by any person, a certificate setting forth whether or not any assessment has been paid. A reasonable charge may be made by the Board for the issuance of these certificates. If a certificate states an assessment has been paid, such certificate shall be conclusive evidence of such payment;

(e) procure and maintain adequate liability insurance covering the Association, its directors, officers, agents, and employees and to procure and maintain adequate hazard insurance on any real and personal property owned by the Association;

(f) cause all officers or employees having fiscal responsibilities to be bonded, as it may deem appropriate;

(g) cause the entrance landscaping and improvements, and Common Properties, if any, to be maintained.

## ARTICLE IX

### Officers and Their Duties

Section 1 Enumeration of Officers The officers of this Association shall be a president and vice-president, who shall at all times be members of the Board of Directors, a secretary, and a treasurer, and such other officers as the Board may from time to time by resolution create.

Section 2 Election of Officers The election of officers shall take place at the first meeting of the Board of directors following each annual meeting of the members.

Section 3 Term The officers of this Association shall be elected annually by the Board and each shall hold office for one (1) year unless he shall sooner resign, or shall be removed, or otherwise disqualified to serve.

Section 4 Special Appointments The Board may elect such other officers as the affairs of the Association may require, each of whom shall hold office for such period, have such authority, and perform such duties as the Board may, from time to time, determine.

Section 5 Resignation and Removal Any officer may be removed from office with or without cause by the Board. Any officer may resign at any time giving written notice to the Board, the president or the secretary. Such resignation shall take effect on the date of receipt of such notice or at any later time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make effective.

Section 6 Vacancies A vacancy in any office may be filled by appointment by the Board. The officer appointed to such vacancy shall serve for the remainder of the term of the officer he replaces.

Section 7 Multiple Offices The offices of secretary and treasurer may be held by the same person. No person shall simultaneously hold more than one of any of the other offices except in the case of special offices created pursuant to section 4 of this Article.

Section 8 Duties The duties of the officers are as follows:

(a) President The president shall preside at all meetings of the Board of Directors; shall see that orders and resolutions of the Board are carried out; shall sign all leases, mortgages, deeds, and other written instruments and shall co-sign all checks and promissory notes.

(b) Vice-President The vice-president shall act in the place and stead of the president in the event of his absence, inability or refusal to act, and shall exercise and discharge such other duties as may be required of him by the Board.

(c) Secretary The secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board and of the members; keep the corporate seal of the Association and affix it on all papers requiring said seal; serve notice of meetings of the Board and of the members; keep appropriate current records showing the members of the Association together with their addresses, and shall perform such other duties as required by the Board.

(d) Treasurer The treasurer shall receive and deposit in appropriate bank accounts all monies of the association and shall disburse such funds as directed by resolution of the Board of Directors; shall sign all checks and promissory notes of the Association; keep proper books of account; cause an annual audit of the Association books to be made by a public account at the completion of each fiscal year; and shall prepare an annual budget and a statement of income and expenditures to be prepared to the membership at its regular annual meeting, and deliver a copy to the members.

## ARTICLE X

### Indemnifications

The Association shall indemnify any Director or Officer or former Director or Officer of the Association against expenses actually and necessarily incurred by him in connection with the defense of any action, suit or proceeding in which he is made a party by reason of being or having been such director or officer, except in relation to matters as to which he shall be adjudged in such action, suit or proceeding to be liable for negligence or misconduct in the performance of duty.

## ARTICLE XI

### Committees

The Board of Directors may appoint a Nominating Committee as provided in these By-Laws. In addition, the Board of Directors shall appoint other committees as deemed appropriate in carrying out its purpose.



## **ARTICLE XII**

### **Books and Records**

The books, records and papers of the Association shall at all times, during reasonable business hours, be subject to inspection by any member. The Declaration, the Articles of Incorporation and the By-Laws of the Association shall be available for inspection by any member at the principal office of the Association, where copies may be purchased at a reasonable cost.

## **ARTICLE XIII**

### **Assessments**

As more fully provided in the Declaration, each member is obligated to pay to the Association monthly and special assessments for each Lot subject to assessment which are secured by a continuing lien upon the property against which the assessment is made. Any assessments which are not paid when due shall be delinquent. If the assessment is not paid within thirty (30) days after the due date, the assessment shall bear interest from the date of delinquency at the rate of twelve percent (12%) per annum, and the Association may bring an action at law against the Owner personally obligated to pay the same or foreclose the lien against the property, and interest, costs, and reasonable attorney's fees of any such action shall be added to the amount of such assessment. No Owner may waive or otherwise escape liability for the assessments provided for herein by non-use of the Common Area or abandonment of his Lot.

## **ARTICLE XIV**

### **Corporate Seal**

The Association shall have a seal in circular form having within its circumference the words: PLANTATION ROW HOMEOWNERS ASSOCIATION, INC.

## **ARTICLE XV**

### **Amendments**

Section 1 These By-Laws may be amended, at a regular or special meeting of the members, by a vote of a majority of a quorum of each class of members present in person or by proxy.

Section 2 In the case of any conflict between the Articles of Incorporation and these By-Laws, the Articles shall control; and in the case of any conflict between the Declaration and these By-Laws, the Declaration shall control.

## **ARTICLE XVI**

### **Miscellaneous**

The fiscal year of the Association shall begin on the first day of January and end on the 31<sup>st</sup> day of December of every year, except that the first fiscal year shall begin on the date of incorporation.

## CERTIFICATION

I, the undersigned, do hereby certify:

THAT I am the duly elected and acting president of PLANTATION ROW HOMEOWNERS ASSOCIATION, INC., a North Carolina corporation; and,

THAT the foregoing By-Laws constitute the original By-Laws of said Association as duly adopted by the Board of Directors thereof on the 23rd day of April, 1997 and the legally amended bylaws as stated below.

Ben Harris

\_\_\_\_\_  
President

<sup>1</sup> First amendment to the bylaws effective March 23, 2006

<sup>2</sup> Second amendment to the bylaws effective March 17, 2011