

event such Director shall be absent from three (3) consecutive regular meetings of the Board of Directors;

(e) To record and/or foreclose the lien against any Lot(s) for which assessments are not paid within thirty (30) days after the due date or bring an action at law against the Owner personally obligated to pay the same; and

(f) To enforce the Restrictions and these Bylaws, including, but not limited to, Article XII, as may be required from time to time.

Section 2. Duties. The duties of the Board of Directors shall include, as follows:

(a) Retention of a complete record of all of its acts and corporate affairs and reporting the same to the Members at the Members' annual meeting, or at any special meeting when such statement is requested in writing by at least twenty percent (20%) of the Members entitled to vote;

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

(c) Subject to the terms and conditions provided in the Restrictions, to:

(i) fix the amount of the annual assessment against each Lot at least thirty (30) days in advance of each annual assessment period; and

(ii) send written notice of each assessment to every Owner subject thereto at least thirty (30) days in advance of each annual assessment period.

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

(e) To procure and maintain adequate liability and hazard insurance on property owned by the Association;

(f) To cause the Common Properties to be maintained.

Section 3. Number, Tenure and Qualification. The Association shall be managed by a Board of Directors in accordance with the following:

(a) The affairs of the Association shall be managed by a Board of Directors of not less than three (3) directors, all of whom must be Members of the Association. The Association shall indemnify each director from and against individual liability to the fullest extent allowed by