



**NAVAJO RANCH HOMEOWNERS' ASSOCIATION
OF HUERFANO COUNTY, INCORPORATED**

BY-LAWS

ARTICLE 1

The name applied shall be Navajo Ranch Homeowners' Association of Huerfano County Incorporated. The Association shall be incorporated in the state of Colorado, under the law, as a NON-PROFIT Corporation. The fiscal year, for all purposes of the Association, shall begin on January 1 of each year. Monthly meetings will be held. The order and number of monthly meetings can be changed by the Board of Directors at their discretion providing sufficient notice is given to HOA members.

These articles have been written with the intention that every meeting held by the Association will follow Robert's Rules of Order.

ARTICLE II

The Association does not contemplate monetary gain to its members, directly or indirectly. The purpose for which it is formed is primarily to promote the common good and general welfare of Navajo Ranch, filing 1 – 5, with the following goals set forth:

- A. To act on improvement opportunities to maintain the common elements including public and community relations;
- B. To protect and help preserve the natural environment of the area;
- C. The enforcement of any and all covenants, restrictions, etc.;
- D. Improve and monitor the maintenance of roads, streets and parking areas under governmental supervision;
- E. Always acting within the laws without bias or prejudice;
- F. Be protective working toward the enhancement of safety and habitability of all properties within and bring about civic betterment and social improvements; and
- G. On all of the forementioned purposes and future proposals, all members shall endeavor to use a reasonable, tactful and legal approach to these matters.

ARTICLE III

Provisions for the regulation and conduct of the affairs of the Association.

Section 1 – **MEMBERSHIP:** Qualifications for membership shall be landowners of property within the boundaries of Navajo Ranch who have paid their annual dues in full. Renters may request membership. Approval of said requests will be by majority vote of the Board.

Section 2 – **MEMBERSHIP DUES:** Annual dues are payable on the first day of January each year. Dues will not be prorated.

Section 3 – **VOTING RIGHTS:** Only members in good standing (membership dues paid in full) shall have the right to vote, nominate or run for office and accept a position, if elected. The

number of votes shall be limited to no more than one (1) vote per household. Members must be present to vote. No member shall be permitted or entitled to vote on any matter concerning the Association if membership dues are unpaid.

Section 4 – **POLLING SURVEYS:** At times, it may be necessary or advantageous to poll the opinion of the membership, including non-members that may be present or contacted. This does not constitute a vote.

Section 5 – **CHANGING COVENANTS:** When necessary or desirable to change the protective covenants, the Association will attempt to notify each and every landowner by mail. Any change must be voted upon by landowners as prescribed by law. Covenants may be changed by a majority of votes received.

Section 6 – **CHANGING BY-LAWS:** When necessary or desirable to change the Association By-Laws, any member of the Association may suggest a change. Three (3) meetings must be held to change the By-Laws to wit:

- 1 – First meeting to advance the changes to the membership;
- 2 – Second meeting to discuss, amend, discard or purify the proposed changes;
- 3 – Third meeting to vote, without discussion, to accept or deny the changes.

Section 7 – **BOARD QUORUM:** There shall be at least three (3) voting members present with one (1) being an Officer.

Section 8 – **SUNSHINE LAW:** All meetings of the Association shall be open to the members of the Association. The Sunshine Law shall prevail. However, committees appointed or chosen at Association meetings will be exempt.

Section 9 – **COMMITTEES:** All committees shall be responsible to the Association for all actions and shall conduct business in accordance with these By-Laws.

Architectural Committee: Shall be a standing committee which will represent both the Resorts and the Estates, all filings. No representative will be allowed to be elected as an officer of the Board while serving his/her term. The committee will organize itself to function as effectively as possible. The Chairman will be selected by the committee members. They will also elect a Vice-Chairman and a Secretary. The committee shall have its own set of guidelines to follow in conjunction with its duties as outlined in the covenants. They shall meet on an ad hoc basis based on work load.

Road and Maintenance Committee: Shall be a standing committee appointed and approved by the Board. They will represent the subdivision as a whole. The Chairperson will be selected by the committee.

Hospitality and Social Events Committee: Shall be a standing committee for the purpose of organizing and informing members and/or new residents of the activities of the Association. The committee shall consist of an appointed Chairperson and members of his/her choice that he/she feels would best help improve and promote the Association. The committee shall maintain public and social relations with all persons it may come into contact with while conducting or organizing activities.

Special Committees and Task Force Committees: Shall be functional committees to solve problems or a group of problems and/or to complete specific tasks as directed. Members may be selected by the membership or appointed by the Board or the President. These committees shall disband after the completion of the specific duties or responsibilities.

ARTICLE IV

OFFICERS OF THE ASSOCIATION: A four (4) member Board of elected officers will consist of President, Vice-President, Secretary, Treasurer and as many as three (3) additional appointed Board members each of which will have an equal voice in decisions which may come before the Board. Any Officer or Board member who is absent for Association meetings for three (3) consecutive meetings may be expunged by a majority vote of the Board. The immediate past President may be an ex-officio member of the Board, in an advisory capacity as needed, not to exceed one year.

DUTIES OF EACH OFFICER: The officer, Board members, committee members and representatives of the Association shall, at all times conduct themselves in a professional and considerate manner conforming to all Association rules, regulations and guidelines with the goals of the Association at the forefront.

President: shall preside at all meetings, be privileged to appoint any and all Board members, approve expenses concerning the Association with Board approval and be free to entertain motions and ideas for the well-being of the Association. The President will NOT have a vote except in the event of a tie. Shall be willing to assume other duties incidental to, or as suggested by, the Board.

Vice-President: shall be able and responsible to assume all duties of the President in his/her absence and, if necessary, assume the full office of the President in the event of a permanent vacancy. Shall be willing to assume other duties incidental to, or as suggested by, the Board.

Secretary: shall take minutes, count and record votes involved at all meetings and keep current records and address lists of the membership of the Association. Shall be willing to assume other duties incidental to, or as suggested by the Board. Shall be able and responsible to assume the duties of the President in the absence of both the President and Vice-President.

Treasurer: shall be accountable for all monies received and disbursed by the Association, make bank deposits as required, keep all books as required and report in writing, at each scheduled meeting. With the aid of the Secretary, will keep a record of all Association members, their dues, etc. No monies shall be disbursed without prior approval of the Board. Responsible for coordinating/updating signature cards at the bank. Shall be willing to assume other duties incidental to, or as suggested by, the Board.

Board Members: shall vote on all matters pertaining to the Association and be able and responsible to assume the duties of any vacant office as needed.

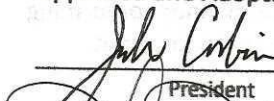
ADDITIONAL RESPONSIBILITIES OF THE BOARD

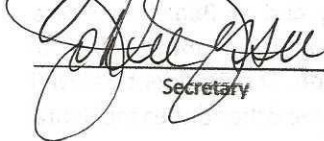
Signatures of all four (4) officers (President, Vice-President, Secretary and Treasurer) of the Association shall be required to be on file at the Association's bank on a signature card provided by the bank. All checks written by the Association will require two (2) signatures to be valid. All members of the Board, collectively as a group, shall be able to authorize funds to be disbursed when necessary to continue the business of the Association.

ARTICLE V

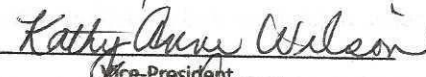
ELECTIONS: All elected terms of office shall be for two (2) years duration unless otherwise stated. Elections for the President and Secretary shall take place during years ending in an even number; for Vice-President and Treasurer shall take place during years ending in an odd number, this to provide for continuity among the Officers. Notification of upcoming elections will be given verbally at the time for the regular meeting in February. If necessary, notifications will be made by posting on the bulletin boards. Nominations will be made at the March meeting with election in April. Newly elected Officers, Board members or representatives shall be sworn into office at the first meeting following election and shall begin their duties immediately. Vacancies that occur at other times may be filled at any regular meeting.

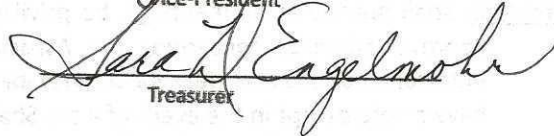
Approved and Adopted as amended this 17th day of JULY, 2024.



President


Secretary



Vice-President


Treasurer