## EXHIBIT B

to

## Amended and Restated Covenants, Conditions and Restrictions

BYLAWS<br>THE CHATEAU FORET HOMEOWNERS' ASSOCIATION<br>\section*{A Utah Nonprofit Corporation}<br>Approved by the Board of Trustees<br>Effective as of Date of Recording with the Salt Lake County Recorder

## ARTICLE 1 CORPORA TE OFFICES

1.1 Business Office. The principal office of the Corporation is presently located at 3783 South 500 West, Suite 8, Salt Lake City, Utah but may be situated at such other place within the State of Utah as designated from time to time by the Board of Trustees.
1.2 Registered Office. The registered office of the Corporation is presently the same as its principal office and may also be situated at such other place within the State of Utah as designated from time to time by the Board of Trustees.
1.3 Contact Information. Current Contact information for the Corporation and its Board of Trustees is available online at the Homeowner Associations Registry maintained on the Utah Department of Commerce Website.

## ARTICLE 2 <br> MEMBERS

2.1 Unit Owner Bound: All unit owners are members of the Corporation and as suchthey and all mortgagees, lessees and occupants of Units and their employees, and any other persons who may use the facilities owned by the Corporation in any manner are subject to the terms of and shall abide by the Declaration, Articles of Incorporation, these Bylaws, and all rules and regulations made pursuant thereto and any amendment thereof ("the Governing Documents"). The acceptance of a deed of conveyance or the entering of a lease or the act of occupancy of a Unit shall constitute an agreement that the provisions of the Governing Documents, as they may be amended from time to time, are accepted, ratified, and will be complied with.
2.2 Annual Meeting. An annual meeting of members shall be held each year. The annual meeting will be held on such date and at such time and place as may be designated by the Board of Trustees. At the meeting, trustees shall be elected, and any other proper business may be transacted. If the election of trustees shall not be held on the day designated herein for the annual meeting of the members, or at any adjournment thereof, the Board of Trustees shall cause the election to be held at a special meeting of the members as soon thereafter as may be convenient. At or prior to the annual meeting, the Board of Trustees shall furnish to the members: (i) the annual operating budget for the coming fiscal year that shall itemize the estimated Common

Area Maintenance and Service Assessments for the coming fiscal year with the members' estimated proportionate share thereof, and (ii) a statement of the Common Area Maintenance and Service Assessments itemizing receipts and disbursements for the previous and current fiscal year. Within ten (10) days after the annual meeting, the budget statement shall be posted to the Association's website and delivered to the members who were not present at the annual meeting but who requested in writing a copy of the budget statement prior to the annual meeting.
2.3 Special Meeting. Special meetings of the members may be called at any time by the President or by the Board of Trustees. Special meetings of the members may also be called by written notice signed by not less than one-third (13) of all members stating the issues proposedto be considered at the proposed special meeting and/or the purpose for which said special meeting is to be held, dated and delivered to the Corporation's secretary and all members not less than fifteen (15) days prior to the date fixed for said special meeting.
$2.4 \quad$ Place of Meetings. Meetings of members shall be held at such reasonable place as may be designated by the Board of Trustees.
2.5 Notice of Meetings. Except as otherwise provided herein, written or printed notice stating the place, date and hour of the meeting, and in case of a special meeting, the purpose or purposes for which the meeting is called, shall be delivered not less than ten (10) nor more than sixty (60) days before the date of the meeting, either personally, by regular U.S. mail, postage prepaid, if the member has requested the same in writing which states the mailing address to be used, or electronically at the electronic address on record with the Association; all under the direction of the President, the Secretary or the officer or persons calling the meeting. Notice shall be delivered to each member of record entitled to vote at such meeting or to any other member entitled by the Utah Nonprofit Corporation and Condominium Association Act or Governing Documents to receive notice of the meeting. Notice shall be deemed to be effective at the earlier of: (1) when deposited in the U.S. mail as shown by the postmarked affixed, plus three (3) days; (2) when received; or, (3) the date of the electronic delivery affixed to the transmission.

If any members' meeting is adjourned to a different date, time, or place, notice need notbe given of the new date, time, and place, if the new date, time, and place is announced at the meeting before adjournment and if the meeting is to take place within 30 days. But if a new record date for the adjourned meeting is, or must be fixed (see Section 2.8 of this Article 2) then notice must be given pursuant to the requirements of this Section 2.5, to those persons who are members as of the new record date.
2.6 Waiver of Notice/Objection. A member may waive notice of the meeting (or any notice required by the Act, or Governing Documents) by a writing signed by the member entitled to the notice, which is delivered to the Corporation (either before or after the date and time stated in the notice) for inclusion in the minutes or filing with the Corporation records. A member's attendance at a meeting:
(a) waives objection to lack of notice or defective notice of the meeting, unless the member at the beginning of the meeting objects to holding the meeting or the transaction of any business at the meeting; and
(b) waives objection to consideration of a particular matter at the meeting that is not within the purpose or purposes described in the meeting notice, unless the member objects to considering the matter when it is presented.
2.7 Special Requirements for Notice of Meeting. If a purpose of any member meetingis to consider either: (1) a proposed amendment to the Declaration; (2) a plan of merger or share exchange; (3) the sale, lease, exchange or other disposition of all, or substantially all of the Corporation's property; (4) the dissolution of the Corporation; or (5) the removal of a trustee, the notice must so state and be accompanied by respectively a copy or summary of the: (1) the proposed amendments to the Declaration; (2) plan of merger or share exchange; and (3) a description of the transaction for disposition of all or substantially all of the Corporation's property. If the proposed corporate action creates dissenters' rights, the notice must state that members are, or may be entitled to assert dissenters' rights, and must be accompanied by the related, relevant, and appropriate part(s) of the Utah Nonprofit Corporation and Condominium Association Act.
2.8 Fixing of Record Date. To members entitled to notice of or to vote at any meeting of members, or members entitled to take action without a meeting, or in order to make a determination of members for any other property purpose, the Board of Trustees may fix in advance a date as the record date. Such record date shall not be more than 70 days prior to the date on which the particular action, requiring such determination of members, is to be taken. If no record date is so fixed by the board, the record date for determination of such members shall be at the close of business on:
(a) with respect to an annual members' meeting or any special members' meeting called by the board or any person specifically authorized by the board or these Bylaws tocall a meeting, the day before the first notice is delivered to members;
(b) with respect to a special members' meeting demanded by the members, thedate the first member signs the demand; and
(c) with respect to actions taken in writing without a meeting (pursuant toArticle 2, Section 2.13), the date the first member delivers to the Corporation a writing upon which the action is to be taken.

When a determination of members entitled to vote at any meeting of members has been made as provided in this section, such determination shall apply to any adjournment thereof unless the Board of Trustees fixes a new record date which it must do if the meeting is adjourned to a date more than 120 days after the date fixed for the original meeting.
$2.9 \quad$ Voting List. The officers of the company shall prepare a list of the names of allthe members who are entitled to be given notice of the meeting. The list must show the address of each member. The members' list must be available for inspection by any member, beginning on the
earlier of ten (10) days before the meeting for which the list was prepared or two business days after notice of the meeting is given and continuing throughout the meeting and any meeting adjournments, at the Corporation's principal office. A member or member's agent or attorney is entitled on written demand to the Corporation and, subject to requirement of any other section ofthese Bylaws or by any applicable sections of the Utah Nonprofit Corporation and Condominium Association Act to inspect and copy the list, during regular business hours and during the period it is available for inspection. The Corporation shall make the members' list available at the meeting, and any member, or any members' agent or attorney is entitled to inspect the list at any time during the meeting or any adjournment, for any purposes germane to the meeting. If the reason a member is not on the Voting List because of non-payment of any assessment(s) by the member, said member will be allowed to vote if the member is becomes current in the member's outstanding assessment obligations at any time prior to the meeting.
2.10 Member Quorum. The presence in person or by proxy at any meeting of at least fifty percent $(50 \%)$ of the members in response to notice of all members of record properly given, as provided above, shall constitute a quorum. If at least fifty percent ( $50 \%$ ) of all members are not present in person or by proxy, the meeting shall be adjourned for twenty-four (24) hours, at which time it shall reconvene, and any number of members present at such subsequent meeting will constitute a quorum. Unless otherwise expressly provided in the Articles of Incorporation or the Bylaws, any action may be taken at any meeting of the members upon a majority vote of the members who are present in person or by proxy and who are voting.
2.11 Proxies. At all meetings of members, a member may vote in person, or vote by proxy which is executed in writing by the member, or which is executed by his duly authorized attorney-in-fact, or by a written statement of the appointment transmitted by telegram, teletype, or other electronic transmission along with written evidence from which it can be determined thatthe member transmitted or authorized the transmission of the appointment. Such proxy shall be filed with the secretary of the Corporation or other person authorized to tabulate votes before or at the time of the meeting. No proxy shall be valid after three (3) months from the date of its execution unless otherwise provided in the proxy.
2.12 Corporation's Acceptance of Votes. If the name signed on a vote, consent, waiver, or proxy appointment corresponds to the name of a member, the Corporation, if acting in good faith, is entitled to accept the vote, consent, waiver, or proxy appointment and give it effect as the act of the member. The Corporation is entitled to reject a vote, consent, waiver, or proxy appointment if thesecretary or other officer or agent authorized to tabulate votes, acting in good faith, has reasonable basis for doubt about the validity of the signature on it or about the signatory's authority to sign for the member. The Corporation and its officer or agent who accepts or rejects a vote, consent, waiver, or proxy appointment in good faith and in accordance with the standards of this section are not liable in damages to the member for the consequences of the acceptance or rejection. The Corporate action based on the acceptance or rejection of a vote, consent, waiver, or proxy appointment under this section is valid unless a court of competent jurisdiction determines otherwise.
2.13 Member Action Without a Meeting. Any action which may be taken at any annual or special meetings of the members may be taken without a meeting and without prior notice, if one or more consents in writing, setting forth the actions so taken, shall be signed bythe number of members that will be necessary to authorize or take the action in a meeting at which all shares entitled to vote thereon were present and voted. Unless the written consents of all of the members entitled to vote have been obtained, notice of any member approval without a meeting shall be given at least ten days before the consummation of the action authorized by the approval to: (i) those members entitled to vote who have not consented in writing, and (ii) those members not entitled to vote and to whom theUtah Nonprofit Corporation and Condominium Association Act requires a notice of the above action be given. The notice must contain or be accompanied by the same material that would have been required to be sent in a notice of a meeting at which the proposed action would have been submitted to the members for action. Trustees may not be elected by written consent except by unanimous written consent of all members entitled to vote for the election of trustees.
2.14 Member's Right to Inspect Corporate Records. The Corporation shall the records of its meetings, actions taken and finances it is required to keep by applicable law. If a member gives the Corporation written notice of his or her demand pursuant to applicable law, the member or his or her authorized attorney or agent has the right to inspect and copy, during regularbusiness hours, any of the following records, all of which the Corporation is required to keep at its principal office:
(a) the Articles or restated Articles of Incorporation and all amendments tothem currently in effect;
(b) the Bylaws or restated Bylaws and all amendments to them currently in effect;
(c) the minutes of all members' meetings, and records of all action taken by members without a meeting, for the past three years;
(d) all written communications to members generally within the past threeyears, including the financial statements furnished for the past three years to the members;
(e) $\quad a$ list of the names and business addresses of its current trustees and officers; and,
(f) the most recent annual report delivered to the Secretary of State.

In acquisition, if a member gives the Corporation a written demand made in good faith and for a proper purpose at least five business days before the date on which he or she wishes to inspect and copy the below described records, and if the member describes with reasonable particularity his or her purpose and the records the member desires to inspect, and the records aredirectly connected with his or her purposes, the member of the Corporation (or his agent or attorney) is entitled to inspect and copy, during regular business hours at a reasonable location specified by the Corporation, any of the following records of the Corporation:
(i) excerpts from minutes of any meeting of the Board of Trustees, records of any action of a committee of the Board of Trustees on behalf of the Corporation, minutes of any meeting of the members, and records of action taken by the members or Board ofTrustees
without a meeting, to the extent not subject to inspection hereunder;
(ii) accounting records of the Corporation; and
(iii) the record of members (compiled no earlier than the date of the member's demand).
The right to copy records includes, if reasonable, the right to receive copies made by photographic, xerographic, or other electronic means. The Corporation may impose a reasonable charge, covering the costs of labor and material, for copies of any documents provided to the member. The charge may not exceed the estimated cost of production or reproduction of the records. For purposes of this Section 2.14, the term "member" shall include a beneficial owner whose shares are held in a voting trust or by a nominee on his behalf.
$2.15 \quad$ Financial Statements. The budget statement from the most recent annual meeting and any quarterly or annual financial statements of the Corporation made during the year shall be maintained on the Association's website.

## ARTICLE 3

## BOARD OF TRUSTEES

3.1 General Powers. All corporate powers shall be exercised by or under the authority of, and the business and affairs of the Corporation managed under the direction of, the Board of Trustees, subject to any limitation set forth in the Articles of Incorporation. The Boardof Trustees shall have all the powers, duties, and responsibilities as are or may hereafter be provided by the Utah Nonprofit Corporation and Cooperative Association Act (the "Act"), the Articles of Incorporation, the Declaration of Covenants, Conditions and Restrictions of The Chateau Foret Homeowners' Association and these Bylaws. Among other things and in discharge of these general powers, without limiting the generality of the foregoing, the Board shall have authority, as follows:
(a) To adopt and amend from time to time, by affirmative vote of two-thirds (2/3) of the members of the Board, appropriate Rules and Regulations governing the occupancy, use, maintenance, and operation of all units, common areas and facilities comprising The Chateau Foret Condominium Development for any reasonable purpose, and to make such other rules as permitted by the Articles of Incorporation and these Bylaws including, without limitation, provision and restrictions upon pets, charges and interest to be collected on delinquent assessment accounts and to enforce such rules by action authorized by the Articles of Incorporation, these Bylaws and Utah law. With the adoption of these Rules and Regulations bythe Board a11 owners and future owners of The Chateau Foret Condominium Development shall be bound by said Rules and Regulations. The House Rules and Regulations promulgated by the Board sha11 also be binding upon all lessees and future lessees of the owners/members. The Board shall have all authority and rights to initiate legal action or otherwise enforce the House Rules and Regulations.
(b) The Board shall have authority to enter insurance contract(s) or policy(ies) to protect the Corporation and the owners so far as their interest in the common areas of The Chateau Foret Condominium Development are concerned against loss by fire or any other insurable hazard and shall have the power to fix the amount of such insurance. The Board shallhave the power to secure all necessary insurance covering public liability risks and other risks and to set the amount of said
policies. In the event of any loss covered by insurance secured by the Corporation, the Board shall make claim for such loss and shall take all legal steps to enforce payment for such loss from the insurance company(ies). It shall have the power to determine damage and make necessary adjustments as required by the situation. However, any appraisal ofdamage or adjustment concerning loss shall not prejudice the rights of individual owners as to any loss suffered by such individual owner.
(c) To engage the services of a manager or managing company, accountants, attorneys, or other employees or agents and to pay to said persons a reasonable compensationtherefor.
(d) To operate, maintain, repair, improve and replace the common areas and facilities, to determine and pay the common expenses, to prepare an annual operating budget, andto assess and collect the proportionate share of common expenses from the members.
(e) To enter contracts, deeds, leases, or other written instruments or documents and to authorize the execution and delivery thereof by the appropriate officers.
(f) To open bank accounts on behalf of the Association and to designate the signatures therefor.
(g) To purchase, hold, sell, convey, mortgage, or lease any one or more Units inthe name of the Association or its designee.
(h) To borrow funds and enter promissory notes and to approve and signchecks and issue payment vouchers.
(i) To sell portions of the common areas and facilities, and to create exclusiverights in members in certain limited common areas.
(j)

To do all other acts incident to the discharge of the duties imposed on the Board under the Articles of Incorporation, these Bylaws and the Act and necessary for the operation and maintenance of the Corporation and its property, including the maintenance and repair of any Unit if the same is necessary to protect or preserve the Corporation's property or another member's property; provided, however, that the Board shall operate no other business forprofit.
$3.2 \quad$ Number of Trustees and Qualification. The Board of Trustees shall consist of five (5) trustees, each of whom shall be a member in good standing, current on all assessments and with no outstanding or unremedied penalties or violations of these Bylaws or any of Governing documents of the Association.
3.3 Election and Term of Office. Trustees shall, as necessary, be elected at each annual meeting of members to hold office for a period of three (3) years until the annual meeting in the third year of each respective trustee's term of service. The trustees shall be so elected that the terms of three of the trustees will expire in the odd years and the remainder in the even years. However, trustees shall hold office until their successors have been qualified and elected.
3.4 Regular Meetings. The Board of Trustees may provide by resolution any reasonably date, time and place within the State of Utah, for the holding of regular meetingswithout
notice other than such resolution.
3.5 Special Meetings. Special meetings of the Board of Trustees for any purpose may be called at any time by or at the request of the Chairman of the Board, the President, or any two (2) trustees. The person or persons authorized to call special meetings of the Board of Trustees may fix any reasonable date, time and place within the Salt Lake County, State of Utah, as the place for holding any special meeting of the Board of Trustees.
3.6 Notice. Notice of the date, time and place of any special meeting shall be delivered personally or by telephone to each trustee or sent by first-class mail or telegram, charges prepaid, addressed to each trustee at that trustee's address as it is shown on the records ofthe Corporation. If the notice is mailed, it shall be deposited in the United States mail at least four (4) days before the time of the holding of the meeting. If the notice is delivered personallyor by telephone or other electronic means, it shall be delivered personally or by telephone or electronically at least forty-eight (48) hours before the meeting begins. Any oral notice given personally or by telephone may be communicated either to the trustee or to a person at the office or home of the trustee who the person giving notice has reason to believe will promptly communicate it to the trustee. Any trustee may waive notice of any meeting by delivering written waiver with the Corporation to file in its corporate records, and attendance of a trustee at a meeting shall constitute a waiver of notice of such meeting, except where the trustee attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened and does not thereafter vote for or consent to action taken at the meeting. Neither the business to be transacted at, nor the purpose of, any regular or special meetings of the Board of Trustees needs to be specified in the notice or waiver of notice ofsuch meeting.
3.7 Quorum. A majority of the authorized number of trustees as fixed in accordance with these Bylaws shall constitute a quorum for the transaction of business at any meeting of theBoard of Trustees, but if less than a majority is present at a meeting, a majority of the trustees present may adjourn the meeting from time to time without further notice.
3.8 Manner of Acting. The act of a majority of the trustees present at a meeting at which a quorum is present shall, unless the act of a greater number of trustees is required by the Articles of Incorporation of the Corporation of these Bylaws, be the act of the Board of Trustees.
3.9 Vacancies and Newly Created Trusteeships. Any vacancy occurring in the Board of Trustees may be filled by the affirmative vote of a majority of the remaining trustees, though less than a quorum, or by the affirmative vote of the majority of members entitled to vote for trustees. A trustee elected to fill a vacancy shall be elected for the unexpired term of his predecessor in office.
3.10 Presumption of Assent. A trustee who is present at a meeting of the Board of Trustees when corporate action is taken is considered to have consented to the action taken at the
meeting unless the trustee objects at the beginning of the meeting, or promptly upon arrival, to holding the meeting or transacting business at the meeting and does not thereafter vote for or consent to any action taken at the meeting, or the trustee contemporaneously requests his dissentor abstention as to any specific action to be entered into the minutes of the meeting, or the trusteecauses written notice of a dissent or abstention as to a specific action to be received by the presiding officer of the meeting before adjournment of the meeting or by the Corporation promptly after adjournment of the meeting.
3.11 Resignations. A trustee may resign at any time by giving a written notice of resignation to either the Chairman of the Board of Trustees, the President, a Vice-President, or the Secretary or Assistant Secretary, if any. Unless otherwise provided in the resignation, the resignation shall become effective when the notice is received by an officer or trustee of the Corporation. If the resignation is effective at a future time, the Board of Trustees may elect a successor to take office when the resignation becomes effective.
3.12 Action by Written Consent. Any action required to be taken at a meeting of the Board of Trustees of the Corporation or any other action which may be taken at a meeting of the Board of Trustees or of a committee, may be taken without a meeting if a consent in writing, setting forth the action so taken, shall be signed by all the trustees, or all of the members of thecommittee, as the case may be. Such consent shall have the same legal effect as a unanimous vote of all the trustees or members of the committee and may be described as such in any document. Action taken in this section is effective at the time the last trustee signs a writing describing the action taken unless the Board of Trustees establishes a different effective date.
3.13 Meetings by Telephone Conference Call. Members of the Board of Trustees, or any committee designated by the Board of Trustees, may participate in a meeting of the Board of Trustees or committee by means of conference telephone or similar communication equipment by which all persons participating in the meeting can hear each other. Participation in such a meeting shall constitute presence in person at such meeting.
3.14 Removal of Trustees. The members may remove one or more trustees at a meeting called for that purpose if notice has been given that a purpose of the meeting is such removal. The removal may be with or without cause unless the articles provide that trustee may only be removed with cause. If a trustee is elected by a voting group of members, only the members of that voting group may participate in the vote to remove him. If cumulative voting is authorized, a trustee may not be removed if the number of votes sufficient to elect him under cumulative voting is voted against his removal. If cumulative voting is not authorized, a trustee may be removed only if the number of votes cast to remove him exceeds the number of votes cast not to remove him.
3.15 No Liability. Members of the Board of Trustees, the officers and any assistant officers, agents, and employees of the Corporation (i) shall not be liable to the members as a result of their activities as such for any mistake of judgment, negligence or otherwise, except for their own willful misconduct or gross negligence; (ii) shall have no personal liability in contract to a member or any other person or entity under any agreement, instrument, or transaction entered into by them on behalf of the Corporation in their capacity as such; (iii) shall have no personal liability in tort to any member or any person or entity, direct or imputed, by virtue of acts performed by them, or acts performed for them in their capacity as such; and (iv) shall have no personal liability arising out of the use, misuse, or condition of the Corporation's property, which might in any way be assessed against or imputed to them as a result or by virtue of their capacity as such.
3.16 Indemnification. The members shall indemnify and hold harmless, any person, his heirs and personal representatives, from and against all personal liability and all expenses including counsel fees, incurred or imposed, or arising out of or in settlement of any threatened, pending or completed action, suit or proceedings, whether civil, criminal, administrative or investigative instituted by any one or more members, or any other persons or entities, to which he shall be or shall be threatened to be made a party by reason of the fact that he is or was a member of the Board of Trustees or an officer or assistant officer, agent or employee of the Corporation, other than to the extent, if any, that such liability or expense shall be attributable to his willful misconduct or bad faith. This Section 3.16 shall be subject to and interpreted in harmony with Articles VII of the Articles of Incorporation.

ARTICLE 4
OFFICERS
4.1 Designation of Officers. The officers of the Association shall be the same officersas the officers of the Board of Trustees and may only be comprised of members of the Board of Trustees. The officers shall be a President, Vice President, Secretary, and Treasurer. The Board may appoint other assistant officers as the Board may deem necessary. The offices of President and Secretary may not be held by the same person. No officer shall receive compensation for serving as such. An officer may hold an office for as many terms as the Board may determine. The Board may, in its discretion, require that officers (and other employees of the Corporation) be subject to fidelity bond coverage.
4.2 Resignations. Any officer may resign at any time by delivering a written resignation to the Board of Trustees, the President, or the Secretary. Unless otherwise specified therein, such resignation shall take effect upon such delivery of the resignation; and, unless otherwise specified in the resignation, the acceptance of the resignation shall not be necessary to
make it effective. Any resignation is without prejudice to the rights, if any, of the Corporation under any contract to which the officer is a party.
4.3 Removal. Any officer may be removed by the Board of Trustees or by a committee, if any, if authorized by the Board of Trustees, whenever in its judgment the best interest of the Corporation would be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the person so removed.
4.4 Vacancies and Newly Created Offices. A vacancy in any office by reason of death, resignation, removal, disqualification, the creation of a new office or otherwise, may be filled by the Board of Trustees at any regular or special meeting or by the unanimous written consent of the trustees.
4.5 President. Unless the Board of Trustees shall otherwise determine, the President shall be the chief executive officer of the Corporation, and shall, subject to the control of the Board of Trustees, have general supervision, direction and control of the business, officers, employees, and agents of the Corporation. The President shall, when present, preside at meetingsof the members and at all meetings of the Board of Trustees except as provided otherwise by the Board of Trustees. The President shall have the general powers and duties of management usually vested in the office of President of a Corporation and shall have such other powers and duties as may be prescribed by the Board of Trustees or these Bylaws.
4.6 Vice President. If appointed, in the absence of the President or in the event of hisdeath, inability or refusal to act, the Vice President (or in the event there be more than one Vice President, the Vice Presidents in the order designated at the time of their election, or in the absence of any designation, then in the order of their appointment) shall perform the duties of thePresident, and when so acting shall have all the powers of and be subject to all the restrictions upon the President. (If there is no Vice President, then the Treasurer shall perform such duties of the President.) Any Vice President shall perform such other duties as from time to time may be assigned to him by the President or by the Board of Trustees.
4.7 Secretary. The Secretary shall keep or cause to be kept at the principal executiveoffice of the Corporation or such other place as the Board of Trustees may direct, a book of minutes of the proceedings of all meetings of, and a record of all actions taken by the Board ofTrustees, committees of trustees and members of the Corporation. The Secretary shall cause all notices of meetings to be duly given in accordance with the provisions of these Bylaws and as required by statute. The Secretary shall see that the books, reports, statements, and other documents and records required by statute are properly kept and filed. The Secretary shall have charge of the stock books of the Corporation and cause the stock and transfer books to be kept insuch manner as to show at any time the amount of the stock of the Corporation issued and
outstanding, the manner in which and the time when such stock was paid for, the alphabetically arranged names and the addresses of the holders of record thereof, the number of shares held by each member, and the time when each became such holder of record; and shall exhibit at all reasonable times to any trustee, upon application, the original or duplicate stock register. The Secretary shall cause the stock books to be kept and exhibited at the principal office of the Corporation in the manner and for the purposes provided by law and these Bylaws. The Secretary shall perform all duties incident to the office of Secretary and such other duties as are given to him or her by law or these Bylaws or as from time to time may be assigned by the Boardof Trustees.
4.8 Treasurer. The Treasurer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and records of accounts of the properties and business transactions of the Corporation, including accounts of its assets, liabilities, receipts, disbursements, gains, losses, capital, retained earnings, and shares. The books of account shall atall reasonable times be open to inspection by any trustee. The Treasurer shall deposit all money and other valuables in the name and to the credit of the Corporation with such depositories as may be designated by the Board of Trustees. The Treasurer shall disburse the funds of the Corporation as may be ordered by the Board of Trustees, shall render to the President and trustees, whenever they request it, an account of all of transactions taken as Treasurer and of the financial condition of the Corporation, and shall have such other powers and perform such otherduties as may be prescribed by the Board of Trustees or these Bylaws.

## ARTICLE 5 <br> EXECUTION OF INSTRUMENTS, BORROWING OF MONEY AND DEPOSIT OF CORPORATE FUNDS

5.1 Instruments. The Board of Trustees may authorize any officer, agent, or agents, to enter any contract or execute and deliver any instrument in the name of, and on behalf of, the Corporation, and such authority may be general or confined to specific instances.
5.2 Loans. No loan or advance shall be contracted on behalf of the Corporation, no negotiable paper or other evidence of its obligation under any loan or advance shall be issued in its name, and no property of the Corporation shall be mortgaged, pledged, hypothecated, transferred, or conveyed as security for the payment of any loan, advance, indebtedness, or liability of the Corporation, unless and except as authorized by the Board of Trustees. Any such authorization may be general or confined to specific instances.
5.3 Deposits. All monies of the Corporation not otherwise employed shall be deposited from time to time to its credit in such banks or trust companies or with such bankers or other depositories as the Board of Trustees may select, or as from time to time may be selected by any officer or agent authorized so to do by the Board of Trustees.
5.4 Checks, Drafts, etc. All checks, drafts, acceptances, notes, endorsements, and, subject to the provisions of these Bylaws, evidence of indebtedness of the Corporation shall be signed by the President or Vice President and one other officer of the Corporation or in such other manner as the Board of Trustees from time to time may determine. Endorsements for deposit to the credit of the Corporation in any of its duly authorized depositories shall be in such manner as the Board of Trustees from time to time may determine.

ARTICLE 6
TRANSFER OF MEMBERSHIP
6.1 Transfer of Membership. Transfers of membership(s) in the Corporation shall be made only upon membership books of the Corporation kept at an office of the Corporation.
6.2 Restrictions on Transfer of Membership. The Board of Trustees and/or the members may, as they may deem expedient, impose restrictions on the transfer of membership in the Corporation. The restriction shall affect all members as of the date said restriction is adopted without regard to whether a particular member voted in favor of the restriction or otherwise consented to the restriction.

## ARTICLE 7 <br> NOTICES, WAIVER OF NOTICE

Except as expressly provided to the contrary in the Articles of Incorporation or these Bylaws, any notice permitted or required to be delivered as provided herein may be delivered either personally or by mail. If delivery is made by mail, it shall be deemed to be delivered upon being deposited in the United States mails, postage prepaid, except as may be provided by law. Notice to members shall be addressed to each member at the address, physical or electronic, given by such member to the Board of Trustees for the purpose of service of such notice or to the Unit of such member if no such address is given to the Board. Such address may be changed from time to time by notice in writing to the Board. Notice to the Board shall be addressed to its current presiding officer. Any member may at any time waive any notice required to be given under these Bylaws, or by statute or otherwise. The presence of a member in person at any meeting of the members shall be deemed such a waiver.

ARTICLE 8
MAINTENANCE AND INSPECTION OF BOOKS AND RECORDS
The Corporation shall keep correct and complete books and records of account and shallkeep minutes of the meetings of its members and Board of Trustees; and shall keep at its registered office or principal place of business a record of its members, giving the names and addresses of all
members and the number of the shares held by each. Any member shall have the right to examine in person the Corporation's books and records as provided for in these Bylaws.

## ARTICLE 9 MISCELLANY

The fiscal year of the Corporation shall be fixed by resolution of the Board of Trustees.
9.1 No Waiver. The failure of the Board of Trustees, or its agents or designees, to insist, in one or more instances, upon the strict performance of any of the terms, covenants, conditions, or restrictions of the Articles of Incorporation, these Bylaws or any rules and regulations promulgated hereunder, or to exercise any right or option herein contained, or to serve any notice or to institute any action shall not be construed as a waiver or relinquishment, for the future, of such term, covenant, condition, or restriction; but such term, covenant, condition, or restriction shall remain in full force and effect. The receipt and acceptance by the Board or its agents or designees of the payment of any assessment from a member, with knowledge of the breach of any covenant hereof shall not be deemed a waiver of such breach, and no waiver by the Board of any provision hereof shall be deemed to have been made unless expressed in writing and signed by the Board.
9.2 Amendment. These Bylaws may be amended by a two-thirds affirmative vote of the members at a meeting duly called for such purpose OR a unanimous vote of the Board of Trustees at a meeting duly called for such purpose. Upon such an affirmative vote, the Board shall acknowledge the amended Bylaws, setting forth the fact of the required affirmative vote and the amendments shall be effective upon recording.
9.3 Severability. The provisions hereof shall be deemed independent and severable, and the invalidity or partial invalidity or unenforceability of any one provision or portion hereofshall not affect the validity or enforceability of any other provisions hereof.
9.4 Headings. The headings herein are inserted only as a matter of convenience and for reference and in no way define, limit, or describe the scope of these Bylaws nor the intent of any provision hereof.

APPROVED this ___ day of $\qquad$ , 20 $\qquad$ .


