

**LAUREL PARK SOUTH II HOMEOWNERS
ASSOCIATION**

- CONSTITUTION AND BY-LAWS -

Rev. #2

**ARTICLE I
NAME**

- SECTION 1** The name of this corporation shall be the Laurel
SECTION 2 Park South Homeowners Association.
This corporation shall operate under Act 162,
Public Acts of Michigan of 1982, as codified in
SECTION 3 M.C.L.A. Section 450.2101 et. seq.
The geographical boundaries of the Association
shall be the Laurel Park South Subdivision II (lots
114-335) in the City of Livonia, County of Wayne,
State of Michigan.

**ARTICLE II
OBJECTIVES**

- SECTION 1** The objectives for which this corporation has been
formed are as follows:
- A. To exercise all rights and powers set forth in
the Articles of Incorporation.
 - B. To promote the interests and welfare of the
residents of Laurel Park South II Subdivision.
 - C. To unite efforts of residents in matters
pertaining to preservation of property values
and problems arising within Laurel Park South
II.
 - D. To provide means for an united effort toward
tranquility, equity, and charity and to
promote social activity and cultural
enrichment.
 - E. To provide a means for preservation and
maintenance of common areas located within the
subdivision.

**ARTICLE III
MEMBERSHIP**

- SECTION 1** The membership of this Association shall be limited
to resident homeowners in homes located in Laurel
SECTION 2 Park South II Subdivision.
Each resident homeowner shall be a member of the
Association.

SECTION 3

President shall assume the office of President and the office of Vice-President shall be filled by a director elected by the Board of Directors.

The Treasurer shall keep account of all monies received by and expended for the use of the Association. In the absence of the Treasurer, the Board of Directors will authorize one of the remaining officers to perform such duties of the Treasurer as may be requested.

- A. Funds - All monies of the Association shall be deposited in the name of and to the credit of this Association in a depository approved by the Board of Directors. The Treasurer's accounts shall be audited annually by a simple majority of the members of the Board.
- B. All disbursements of Association funds shall be by check as directed by the Board. Each check shall have two (2) authorized signatures. The authorized signees shall be the President (or Vice-President in the absence of the President) and the Treasurer.
- C. It shall be the duty of the Treasurer to prepare and file all forms and reports which may be required by law, by state, federal, or other governmental agency.

SECTION 4

The Secretary shall attend all Association and Board meetings and keep a true and accurate record of their proceedings. He/she shall compile a complete list of all members and their addresses on the membership roll and keep a record of all meetings of the Association and the Board of Directors. The Secretary shall give notices of all regular meetings of the Association, meetings of the Board of Directors at least one week in advance of the meeting. He/she shall handle the correspondence of the Association and keep records of the By-Laws and other documents as instructed by the Board or by the President. He/she should prepare proxy ballots prior to Association meetings and distribute proxy ballots to active members at least seven (7) days prior to the meeting. The Secretary should vote the proxies as directed by the proxy signers.

SECTION 5

Each Director must actively participate and assume responsibilities in the Association to the duties of his/her office.

SECTION 6

The Board of Directors shall care for the properties and interests of the Association and determine policies for the conduct of its affairs consistent with such special instructions as the

not adversely affect any right or protection of any Director of the Corporation Existing at the time of, or for or with respect to, any acts or omissions occurring before such repeal or modification.

It is further resolved that Articles VI, VII, VIII, IX, X, XI, and XII have in fact now been renumbered to read VII, VIII, IX, X, XI, XII, and XIII respectively.

ARTICLE VII

ELECTION AND TERM OF OFFICERS AND DIRECTORS

- SECTION 1** The Officers and Directors shall be elected from the general membership at the annual meeting on the first Thursday of October.
- SECTION 2** The Officers shall hold their respective offices for one (1) year following the election or until successors are elected.
- SECTION 3** Officers and Directors may not hold the same office for more than two (2) successive terms.
- SECTION 4** The Director's term of office shall be for one (1) year.
- SECTION 5** Nomination for Office:
- A. A nominating committee consisting of not less than three (3) members shall be appointed by the President not later than sixty (60) days prior to the October meeting. These appointments must be approved by the Board of Directors.
 - B. The nominating committee shall select a minimum of one (1) candidate for each of the following offices: President, Vice-President, Treasurer, Secretary, and three (3) Directors. Each nominee selected must indicate a willingness to serve if subsequently elected.
 - C. Additional nominations for the offices to be filled may be made from the floor providing the member nominated is present and willing to serve.
 - D. Upon motion to close nominations, the Chairman of the Nominating Committee, through the presiding officer, will request the Membership Chairman to verify that all names placed in nomination are current members of the Association in good standing.
 - E. Election of Officers and Directors shall be by secret ballot. Candidates receiving the greatest number of votes cast for the respective offices shall be declared elected. No absentee ballots will be accepted. In the case of ties, a run-off secret ballot shall be taken.

- SECTION 4** Written notice to all members in good standing shall be given at least seven (7) days in advance of any meeting.
- SECTION 5** The Board of Directors shall meet once a month or as deemed necessary by the President. All Board members shall be notified at least three (3) days prior to each meeting.
- SECTION 6** Quorum - Annual, special, and regular meetings must have 15% or more of the active members present for the transaction of business. A majority vote of the members present shall rule, except when otherwise stated in these By-Laws. The right to vote on all matters coming before the Association shall be limited to one (1) vote per residence. A majority of the active Board members shall constitute a quorum at a board meeting. Votes cast by proxy shall be counted in determining whether a quorum is present.

ARTICLE X DUES

- SECTION 1** The dues for membership in the Association shall be twenty-five dollars (\$25.00) per year per membership. This amount shall be payable annually at or prior to the annual meeting.
- SECTION 2** Funds for use by the Association may be obtained from such other sources as the Association may adopt to be used for purposes given in Article II, or other purposes for the benefit or protection of the membership. The amount and the method of obtaining such funds must be approved by a vote of two-thirds (2/3) of the Board of Directors, excluding special assessments.
- SECTION 3** Special assessments must be approved by a vote of two-thirds (2/3) of the members.
- SECTION 4** Expenditures of monies or sale of goods owned by the Association shall be determined by a majority vote of the Board or upon majority vote of the general membership at a regularly scheduled membership meeting or upon two-thirds (2/3) vote of the membership present at a special membership meeting.

ARTICLE XI COMMITTEES

- SECTION 1** Standing Committees -
- A. The President, after each annual election, shall appoint the Chairmen of all Standing

by the committee must be in writing for prior approval by the Board of Directors. The committee may expand its function to include programs with guest speakers for general meetings of the Association.

5. Social Committee. The purpose of the committee is to promote, organize, and hold social functions for the benefit of the Association members and their families and guests. The committee will arrange for all details including building facilities and grounds and for notification of individual members. The Chairman is required to submit plans and estimated budget for any social function in writing to the Board of Directors.
6. Publications Committee. This committee is organized to provide notification to the members of the Association and to the local press of all matters of interest to the membership. The committee gathers information pertaining to activities of all other committees in the Association and publishes this information in a newsletter. This committee is also responsible for the distribution of the newsletter and for notification to the local newspaper.
7. Welcome Committee. Will consist of individuals welcoming new neighbors with a general information package (shops, schools, City services, By-Laws and general information about the Association).

SECTION 2

Temporary Committees -

The President of the Association may appoint, with the concurrence of the Board, any temporary committee or delegates needed to carry on the work of the Association.

ARTICLE XII ORDER OF BUSINESS

SECTION 1

All meetings of the Association shall be conducted in accordance with the forms and regulations set forth in Roberts' Rules of Order.

SECTION 2

The order of business shall be observed as follows:

- A. Call to order
- B. Reading of minutes of previous meeting
- C. Report of officers