# HARTFORD PARK HOMEOWNERS ASSOCIATION, INC. 

## BY-LAWS

ARTICLE I<br>NAME AND LOCATION

The name of the corporation is Hartford Park Homeowners Association, Inc., hereinafter referred to as the "Association." The principal office of the Association shall be located in Logan, Cache County, Utah, but meetings of members may be held at such places within the State of Utah, as may be designated by the Board of Trustees.

## ARTICLE II DEFINITIONS

Section 1. "Association," shall mean and refer to the Hartford Park 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 Area" shall mean all real property owned by the Association for the common use and enjoyment of the Owners.

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

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

Section 6. "Declaration" shall mean and refer to the Declaration of Covenants, Conditions and Restrictions applicable to the Properties recorded in the Office of the County Recorder for Cache County.

Section 7. "Member" means those persons or entities entitled to membership in the Association as provided in the Declaration.

## ARTICLE III MEETING OF MEMBERS

Section 1. Annual Meetings. The annual meeting of the Members shall be held at 7:00 P.M. on the first Wednesday in February at place within Logan, Cache County, State of Utah as selected by the Board of Trustees 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 Trustees, or upon written request of the Members who are entitled to vote one-fourth ( $1 / 4$ th) of all of the votes of the Membership.

Section 3. Notice of Meetings. Written notice of each meeting of the Members shall be given by, or at the direction of the secretary or person authorized to call the meeting, by either mailing or delivering by hand a copy of the notice, postage prepaid, if mailed, not less than fifteen (15) nor more than sixty (60) days before the meeting, to each Member, addressed to the Member's address last appearing on the books of the Association, or supplied by the Member to the Association for the purpose of notice. The notice shall specify the place, day and hour of the meeting. In the case of a special meeting, the notice shall state the purpose of the meeting.

Section 4. Quorum. The presence at the meeting of Members or proxies entitled to cast more than ten percent ( $10 \%$ ) of the vote of the Membership shall constitute a quorum for any action except as otherwise provided in the Articles of Incorporation, Declaration or these Bylaws. If, however, such quorum shall not be present or represented at any meeting, the Members entitled to vote thereat shall have the power to adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum as aforesaid shall be present or represented.

Section 5 . Proxies. At all meetings of Members, each Member may vote in person or by proxy. All proxies shall be in writing and in the form prescribed by the Board of Trustees and filed with the Secretary. Every proxy shall be revocable and shall automatically cease upon conveyance by the Member of his Lot.

Section 6. Voting. Except as otherwise provided by law, the Articles of Incorporation, Declaration or these Bylaws, all elections shall be had and all questions shall be decided by a fifty-one percent ( $51 \%$ ) majority of the votes cast at a duly constituted meeting.

If a Lot is titled in the names of two or more persons, whether as fiduciaries, members of a partnership, joint tenants, tenants in common or tenants by the entireties, if only one votes, his vote binds all, and if more than one vote, the vote of the majority binds all, and if more than one vote and the vote is evenly split on any particular vote then the vote attributable to that Lot shall not be counted.

If a member owns more than one lot such member is entitled to the number of votes as
equals the number of lots owned by such member.

## ARTICLE IV BOARD OF TRUSTEES SELECTION: TERM OF OFFICE

Section 1. Number. The affairs of this Association shall be managed by a Board of Trustees, who shall be Members of the Association. There shall at all times be no less than five (5) Trustees.

Section 2. Removal. Any Trustee 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 Trustee, pursuant to these By-Laws, his successor shall be selected by the remaining Members of the Board and shall serve for the unexpired term of his predecessor.

Section 3. Compensation. No Trustee shall receive compensation for any service he may render to the Association. However, any Trustee may be reimbursed for his actual expenses incurred in the performance of his duties.

Section 4. Action Taken Without a Meeting. The Trustees 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 Trustees. Any action so approved shall have the same effect as though taken at a meeting of the Trustees.

Section 5. Term of Office. The Trustees shall serve for a period of one (1) year or until the next annual meeting. At each annual meeting, the successor Trustees shall be elected to hold office for a term of one (1) year. There is no limit on the number of consecutive terms a Trustee may serve.

## ARTICLE V <br> NOMINATION AND ELECTION OF TRUSTEES

Section 1. Nomination. Nominations for election to the Board of Trustees 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 Trustees, and two or more other persons. The Nominating Committee shall be appointed by the President of the Association not later than three (3) months prior to each annual meeting of the Members, and will serve until the close of the next annual meeting. The Nominating Commitlee shall make as many nominations for election to the Board of Trustees as there are number of vacancies to be filled.

Section 2. Election. Election to the Board of Trustees shall be by show of hands. At the election the Member 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 person(s) receiving the largest
number of votes shall be elected. Cumulative voting is not permitted.
ARTICLE VI
MEETINGS OF TRUSTEES

Section 1. Regular Meetings. Regular meetings of the Board of Trustees shall be held at least once each month at such place and hour as may be fixed from time to time by resolution of the Board, without the necessity of further notice.

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

Section 3. Quorum. A majority of the number of Trustees shall constitute a quorum for the transaction of business. Every act or decision done or made by a majority of the Trustees at a duly held meeting at which a quorum is present shall be regarded as the act of the Board, except as may be otherwise specifically provided by law or by the Articles of Incorporation, by these By-Laws or by the Declaration

## ARTICLE VII <br> POWERS AND DUTIES OF THE BOARD OF TRUSTEES

Section 1. Powers. The Board of Trustees shall have the power to:
A. adopt and publish rules and regulations governing the use of the Common Areas including any improvements and amenities located thereon, 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 the right of use of any recreational facilities located on any Common Area during any period in which the Member is in default in the payment of any assessment levied by the Association; these rights may also be suspended for a period not to exceed sixty (60) days for an 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 Members by other provisions of these By-Laws, the Articles of Incorporation, or the Declaration; and
D. employ a manager, independent contractors, or other employees or contractors as they deem necessary, and to prescribe their duties.

Section 2. Duties. It shall be the duty of the Board of Trustees to:
A. keep 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 a statement is requested in writing by the holders of one-fourth ( $1 / 4 \mathrm{th}$ ) of the votes of the Members.
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 annual assessment against each Lot not later than November 30 of each year;
2. send written notice of each annual assessment to every Lot Owner subject thereto not later than November 30 of each year, and of each special assessment, at least forty-five (45) days in advance of its due date; and
3. foreclose the lien against a Lot if the Owner thereof has not paid the assessment thereon within such time as the Board of Trustees may determine, or bring an action at law against the Lot Owner personally obligated to pay the same;
4. 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; a reasonable charge may be made by the Board for the issuance of these certificates; (if the certificate states that an assessment has been paid, the certificate shall be conclusive evidence of payment with respect to any person relying on the certificate);
5. procure and maintain adequate liability and hazard insurance on property owned by the Association;
6. cause all officers or employees having fiscal responsibilities to be bonded, as it may deem appropriate;
7. cause the Common Areas to be maintained; and
8. Procure and maintain adequate liability insurance for those Members serving as Trustees and/or Officers.

## ARTICLE VIII OFFICERS AND THEIR DUTIES

Section 1. Enumeration of Offices. The officers of this Association shall be a President and Vice-President, who shall at all times be Members of the Board of Trustees, 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 Trustees following each annual meeting of the Members.

Section 3. Term. The officers of this Association shall be elected annually by the Board and shall hold office for one (l) year unless he/she sooner resigns, or is 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 by giving written notice to the Board, the President or the Secretary. Such resignation shall take effect on the date of receipt of the notice or at any later time specified therein, and unless otherwise specified therein, the acceptance of the resignation shall not be necessary to make it effective.

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

Section 7. Multiple Offices. Not more than two offices may be held by the same person.
Section 8. Duties. The duties of the officers are as follows:
A. President -- The President shall preside at all meetings of the Members and of the Board of Trustees and see that orders and resolutions of the Board are carried out. The President shall have authority to sign all leases, mortgages, deeds and other written instruments.
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 exercise and discharge such other duties as may be required of him by the Board. The Vice-President shall likewise have authority to sign all leases, mortgages, deeds and other written instruments.
C. Secretary -- The Secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board and of the Members; serve notice of all meetings of the Board and of the Members; keep appropriate current records showing the Members of the Association together with their addresses; and 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 disburse these funds as directed by resolution of the Board of Trustees; keep proper books of account; cause an annual audit of the Association books to be made at the completion of each fiscal year; and prepare an annual budget and a statement of income and expenditures to be presented to the Membership at the regular annual meeting, and delivery a copy of each to the members requesting the same.

## ARTICLE IX COMMITTEES

The Association shall appoint such committees as deemed appropriate in carrying out its purposes.

## ARTICLE X <br> 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 reasonable cost.

ARTICLE XI
ASSESSMENTS

As more fully described in the Declaration, each Member is obligated to pay to the Association assessments which are secured by a continuing lien upon the Lot against which the assessment is made.

If the assessment is not paid on the due date as it is determined by the Trustees, the assessment shall bear interest from the date of delinquency at the rate set forth in the Declaration. The Association may bring an action at law against the Owner personally obligated to pay the same or foreclose the lien against the Lot. 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.

The annual assessment period shall be the calender year.
ARTICLE XII
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 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 the articles or these By-Laws, the Declaration shall control.

## ARTICLE XIII MISCELLANEOUS

The fiscal year of the Association shall begin on the first day of January and end on the 31 st day of December of every year.

IN WITNESS WHEREOF, we, being all of the Trustees of Hartford Park Homeowners Association, Inc., have hereunto set our hands this 9 th day of April 1998.


