

**Board of Directors:**

James Byrne, President  
Peter Nash, Vice President  
Sylvia Banzon, Secretary-Treasurer  
Don Huibregtse  
Maureen Allen  
David Engman  
Diane Clevenger  
Scott Horsfall  
Clint Fretz



Office Coordinator, Mary Helton

Dear Homeowners:

The Board of Directors has reviewed our Bylaws and has proposed the following changes to accommodate technological advances, adjust the election process and more clearly specify terms for Board members.

As you will see below highlighted in yellow, the proposed changes are minimal, but will enhance operations and provide flexibility in scheduling community meetings, voting, and the service of board members.

The Board can amend the Bylaws, but the proposed changes require a vote from the members of our community. For these changes to become effective we need a quorum of 10% of homeowners present at the meeting, which is 92 lot owners and the majority vote, which is 461 lot owners' approval to pass these amendments.

We are encouraging you to submit a ballot with your vote and/or be present at the next community meeting on June 20, 2023, at 7 pm. Ballots can be picked up at the office and/or will be mailed or emailed for your convenience. Completed ballots can be dropped off at the office or in the secure mailbox in front of the office.

Please note that we cannot accept electronically completed ballots or email votes per Article IX- K. Amendments.

For a complete copy of the bylaws and the agenda for this meeting please refer to our website; [www.llvcc.com](http://www.llvcc.com) under Board information.

Thank you for your cooperation.

LLVCC Board of Directors

PROPOSED AMENDMENTS TO  
BY-LAWS OF

LAKELAND VILLAGE COMMUNITY CLUB  
An Association of Property Owners in Lakeland Village

**ARTICLE I- GENERAL PROVISIONS-** Remain as is.

**ARTICLE II- MEMBERSHIP**

**D. Meetings.**

**1. Annual Membership Meeting.** There shall be a budget and election annual membership meeting in ~~the fourth Tuesday of~~ February of each year, and a general annual membership meeting ~~on the third Tuesday~~ in June of each year. If approved by the Board, members may participate in a meeting by conference telephone or similar communications process so that all persons participating in the meeting can hear each other at the same time. Participation by that method constitutes presence in person at a meeting.

**3. Notice.** Notice of all membership meetings shall be delivered, or sent by prepaid, first-class United States mail, ~~by electronic communication~~, or by other means specified by law, to each member. Notice shall be given not less than 14 days, and not more than 50 days, prior to each meeting. The notice shall state the time, place, and agenda of the meeting, and include a brief discussion of the significant issues to be discussed or voted on that is reasonably fair and balanced. Notice is deemed to be delivered when deposited in the United States mail addressed to the member at his or her address as it appears on the records of the Association, with postage thereon prepaid, or ~~when it is sent by electronic communication from the office~~ and otherwise as specified by law.

**6. Quorum.** A quorum for the transaction of business at any general membership meeting shall be ten percent of the total number of votes of eligible voters, voting either in person, ~~by electronic communication~~, or by mail.

7. **Ballots.** A member may cast his or her vote in person, by electronic communication, or by mail, according to procedures established by the Board of Directors.

### **ARTICLE III- BOARD OF DIRECTORS POWERS AND DUTIES**

C. **Records.** The Board of Directors shall keep records, including, but not limited to, records of the current Articles and Bylaws; a list of members, including names and addresses; sufficiently detailed information to provide to the members a true statement of the financial status of the Association; a list of Officers' and Directors' names and addresses; and minutes of the Board meetings, the general membership meetings, and the meetings of all committees that keep minutes, for at least ten years unless otherwise required by law or advised by an outside legal or expert authority. In addition, the Board shall keep other records of its operations, as it deems necessary, for the conduct of association affairs, including matters having to do with individual members and lots. Association records may be inspected and copied by any members and their authorized agents, and mortgagees, upon reasonable advance notice. The only exceptions are for records otherwise protected from disclosure by law. The Association may impose reasonable charges for the inspection and/or copying of the records. The Association shall not release any unlisted telephone numbers of members without authorization. If a member gains access to a membership list by inspection and copying of association records, use or sale of such membership list by the member is prohibited.

### **ARTICLE IV- BOARD OF DIRECTORS GENERAL**

C. **Terms of Office.** The election of board members should be conducted in a manner that every candidate has the same opportunity to be elected; incumbent members will need to be re-elected at the end of their term. Each Director shall serve a term of three years. Each Director shall serve until the earlier of his or her removal, or the election of a successor. A Director may serve a second term if re-elected. Directors shall serve a maximum of nine (9) consecutive years OR one initial appointment to a vacant unexpired term, and two reelections.

**H. General or Special Budget for Income, Expenses and Reserves.** The following formula or procedure shall be used to determine the governance of the Association's financial matters, including regarding income such as assessments, payment of expenses, and reserves. The Board of Directors shall adopt a proposed annual budget for (1) annual and special assessments (including for assessment rates per lot) and other income, (2) expenses, and (3) reserves; as well as special or amended budgets for the same, or any of them, when needed. Assessments shall be set in an amount the Board deems necessary to meet the purposes of the Association and shall be imposed on an equal basis per lot. Within thirty days after adoption by the Board of Directors of any such proposed regular or special budget of the Association, the Board shall set a date for a meeting of the owners to consider ratification of the budget, including the assessment amounts. Written notice of any such meeting shall be sent to all members not less than fourteen nor more than fifty days after mailing notification of the summary and shall include a statement of the purpose for which the meeting is to be held with a summary of the issues to be decided. Unless at that meeting the owners of a majority of the total votes in the Association that may be voted reject the budget, in person or by proxy, the budget, including assessment rates, is ratified, whether or not a quorum is present. In the event the proposed budget is rejected, or the required notice is not given, the periodic budget last ratified by the owners shall be continued until such time as the owners ratify a subsequent budget proposed by the Board of Directors.

#### **ARTICLE V- OFFICERS**

**A. Election.** At the first meeting of the Board of Directors after each the annual election meeting of the members, the Board of Directors shall elect its President, Vice-President, Secretary, and Treasurer from among the Directors. One Director may hold the offices of Secretary and Treasurer at the same time. Officers of the Association so elected shall hold office until their successors are qualified.

**ARTICLE VI- COMMITTEES-** Remain as is.

**ARTICLE VII- CODE OF ETHICS-** Remain as is.

**ARTICLE VIII- ASSESSMENTS-** Remain as is.

**ARTICLE IX- GOVERNANCE**

**K- Amendments.** Amendments to these Bylaws may be submitted to the membership by the Board of Directors, or by a petition of members in good standing to the Board of Directors representing twenty percent of the total votes of the Association. These Bylaws may be amended by the majority vote of the members in good standing voting at a meeting, **via proxy or electronically** with a quorum. The effective date of each amendment shall be as specified therein.

**ARTICLE X- CERTIFICATION OF AMENDMENT**

**B. Effective Date.** The effective date of these Amended Bylaws shall be and is the **27** day of **June**, 2023. All provisions of these amendments shall apply to all members and circumstances subject hereto immediately upon said date, except as otherwise prohibited by law.

By our signatures hereto, we so certify.

\_\_\_\_\_  
**James Byrne**

President, Board of Directors

\_\_\_\_\_  
Date

\_\_\_\_\_  
**Sylvia Banzon**

Secretary, Board of Directors

\_\_\_\_\_  
Date