

Revised 4/7/16

The Bylaws of The Coral Ridge Country Club Estates Homeowners Association, Inc.

ARTICLE 1

GENERAL

Section 1. The name of the corporation, hereinafter called the "Association," shall be CORAL RIDGE COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION, INC, as chartered under the state of Florida hereafter referred to as the "ASSOCIATION".

Section 2. The office of the Association shall be located at such place or places as the Board of Directors, may from time to time determine.

ARTICLE II

PURPOSE

The purpose of the Association is to represent property owners, to protect their interests and to aid and advance the development and improvement of the community, and to foster and enhance the quality of life of all residents living within the boundaries described below.

The Coral Ridge Country Club Estates Homeowners Association members and their residence(s) shall be located within the following boundaries:

NORTH OF OAKLAND PARK BOULEVARD
WEST OF THE INTRACOASTAL WATERWAY
EAST OF FEDERAL HIGHWAY
SOUTH OF COMMERCIAL BOULEVARD

ARTICLE III

MEMBERSHIP

Section 1. Membership shall consist exclusively of RESIDENTIAL property owners upon full payment of dues, The Board of Directors shall be the sole judge as to eligibility and the right to continue membership of any individual in the Association. Where individual residential property is owned by more than one person, there shall be one vote per address. Condominium buildings shall be entitled to one vote per address, to be cast by the condominium President subject to that condominium board's approval.

However, in the event of the death of any member owning a residential property held in joint ownership by not more than two people, the surviving owner shall be entitled to vote.

Section 2. Any member voting for the election of Board Members must be in good standing with dues paid prior to the election. The term "property owner" is hereby defined as an owner of a residential property, As used in these By-Laws, and in the Articles of Incorporation, in relation to membership voting, "Residential" property and parcels shall mean owner occupied property and parcels which are used primarily for personal, family or household uses of the owner, and may include duplexes, but shall not include property or parcels held primarily for rental or other business purposes, or for uses other than personal, family or household uses of the owner occupant; and lands submitted to condominium ownership or other multifamily use or form of ownership shall be deemed to constitute but one "Parcel" or unit of property.

Section 3. Membership in the Association shall continue, so long as the residential parcel is owned by the member, and shall terminate upon the member's voluntary or involuntary transfer of title thereof. Membership shall also terminate for non-payment, in the manner set forth elsewhere in this Article.

Section 4. To maintain membership in the Association, each member shall pay Annual Dues of \$25.00, payable January 1st of each year.

Section 5. The Membership Chair shall be responsible for Dues Notification via the official publication and/or the website of the Association.

Section 6. An Association membership is non-transferable.

Section 7. Upon dissolution of the Association for any cause, the members in good standing at the time of such dissolution shall be entitled to participate in distribution assets on a pro-rate basis, to wit, one distributive share per residential parcel.

ARTICLE IV

OFFICERS AND BOARD MEMBERS

Section 1. The officers of the Association shall consist of the PRESIDENT, VICE PRESIDENT, RECORDING SECRETARY, and TREASURER.

Section 2. There shall be a governing board of the Association consisting of nine elected members called the Board of Directors. The officers or members of the Board shall, if possible, be geographically diverse within our boundaries. The Board shall have authority to represent the Association between meetings, and shall determine, with input from the membership, all

policies of the Association. No action of any officer or Board member shall be binding upon the Association without express approval of the Board. Board approval shall consist of a simple majority vote of the Board where a quorum is present. In the absence or inability of any officer to act for the remainder of his or her term, the Board of Directors by a majority vote of its members, shall appoint a successor for the remaining term.

Section 3. The term of Board members shall commence for two years following the Election at the Annual Meeting. No Board member shall serve more than three (3) consecutive terms as an officer (President, Vice President, Secretary, Treasurer) in that same capacity. Board members shall be elected by paper ballot of current members in attendance at the Annual Meeting . Each Board member shall serve until a successor is elected.

Section 4. A person receiving a nomination for Board membership must be a member in good standing with dues paid to the Association.

Section 5. Any Director or Officer may be removed for proper reason by a vote of majority by the Board of Directors at a special meeting called for such purpose. Proper reason shall include, but not limited to malfeasance of funds, deliberate or purposeful misconduct, misrepresentation, or other action not in keeping with the Association Bylaws or reasonable standards. Such person shall be given notice of this special meeting and its purpose.

Section 6. Officers shall be appointed by the membership of the Board of Directors at the very next meeting of the Board.

ARTICLE V

DUTIES OF THE OFFICERS

Section 1. The President shall preside at all meetings of the Association and Board of Directors, and may call special meetings. The President shall also appoint all committees subject to the approval of the Board of Directors. In the President's absence or inability to act, the next senior officer shall reside and act in the President's behalf.

Section 2. The Vice-President shall assume the duties of the President in the absence of the latter.

Section 3. The Recording Secretary shall keep the records of the organization and the minutes of all Regular, Special, and Board meetings.

Section 4. The Treasurer shall be responsible for receiving and depositing dues money. In addition, the Treasurer is responsible for receiving and maintaining bank deposit statements and any other money receipts that shall belong to the organization. The Treasurer is responsible for maintaining the Association's checkbook. The Treasurer shall keep an accounting system itemizing all receipts and disbursements, corresponding to an "Income Statement." The Treasurer shall present a complete and thorough report of the Organization's financial status at each meeting. The Treasurer's books and records shall be audited each year at the close of the term or upon the incomplete termination of the Treasurer's term.

The President, the Treasurer, or any other Board member designated by the Board of Directors may be authorized to sign checks. All checks shall be supported by appropriate vouchers or invoices. Any expenditure over \$1000.00 shall be approved by a majority of the Board members.

Section 5. The Recording Secretary shall prepare and distribute correspondence related to the business of the Association as directed by the Board of Directors. He or she shall also notify Board Members of upcoming meetings or any other event requiring Board member attendance one week in advance. This notice shall include; a copy of the new agenda and the minutes of the prior meeting.

Section 6. For the purpose of implementing seniority described in this article, the following is the ranking of the senior officers:

1. President
2. Vice President
3. Recording Secretary
4. Treasurer

Section 7. In order to serve on the Board you must be a member in good standing with dues paid and head a committee.

ARTICLE VI

MEETINGS

Section 1. General Membership Meetings

There shall be a minimum of one (1) general membership meeting each fiscal year held during the first quarter of the current year at a place as shall be designated by the Board of Directors. A quorum shall consist of 25 paid members of those in attendance.

Section 2. Board of Directors Meetings

The Board of Directors shall meet quarterly at the discretion of the board, at a time, date, and place called by the President subject to approval by the Board of Directors or in the President's absence, or inability to act, the next senior officer subject to approval by the Board of Directors. A quorum shall consist of a simple majority of 50% plus one for all meetings of those in attendance.

Members who are in good standing, not officers or Board Members may attend and observe, but not address the Board without permission and approval of the Board. Courtesy shall be extended to all attendees.

Section 3. Special Meetings

A special meeting may be called by the President, or in the President's absence or inability to act, by the next senior officer. Such meetings are subject to approval by the Board of Directors. A quorum shall consist of a simple majority of 50% plus one for all meetings of those in attendance.

Section 4. Annual Meeting

The Annual Meeting shall be held for the purpose of electing officers and the Board of Directors.

ARTICLE VII

AMENDMENTS

The Bylaws may be amended at any Board meeting by a simple majority vote of the members attending such meeting.

ARTICLE VIII

ANNUAL DUES

Annual Dues for members will be determined by the Board of Directors at the Board meeting following the election.

ARTICLE IX

COMMITTEES

Section 1. The President , subject to approval of the Board of Directors, shall designate such committees as; MEMBERSHIP, COMMUNICATION, CODE, HOSPITALITY, TRAFFIC CALMING, NEIGHBORHOOD IMPROVEMENTS, NOMINATING; and others that may be required to further their interest of the Association or its members.

Section 2. The President, subject to the approval of the Board of Directors, shall appoint the Chairs to such committees.

ARTICLE X

ATTENDANCE

Any Board member failing to attend two (2) board meetings, without good cause reported to the Recording Secretary' prior to or within ten (10) days of the Board meeting , shall forfeit their position on the Board of Directors. Good cause shall be determined by the Board.

Members wising to make a good faith effort to participate in attending the Board meetings, May do so by telephone, or other electronic methods in the event that they are out of town.

ARTICLE XI

INDEMNIFICATION

Any person served with process and made a party to any action or proceeding, whether civil or criminal, by reason of the fact that he or she is or was a Director, or employee of the Association, shall be and hereby is indemnified by the Association against all judgements, fines, amounts paid in settlement and reasonable expenses including attorney's fees actually and necessarily incurred as a result of any such action or proceeding, or any appeal therein, to the full extent permitted and in the manner prescribed by law.

ARTICLE XII

PARLIMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised, shall govern this Association in all cases to which they are applicable, and in which they are not inconsistent with these bylaws and any special rules of order the Association may adopt.

ARTICLE XIII

NOMINATION AND ELECTION OF OFFICERS AND DIRECTORS

Section 1. The Board of Directors shall elect a nominating committee every two years. The membership of said committee shall consist of not less than three (3) Board Members who presently serve on the Board of Directors. The nominating committee shall nominate an odd number of candidates to serve on the Board of Directors. The nominating committee shall submit its list of nominees to the Board of Directors. Those recommendations will be submitted to the General Membership by either mail, website or newsletter.

Section 2. Election of Board members will be held at the Annual Meeting. The results of the election shall be announced by the President or presiding officer at the Annual Meeting. Those individuals receiving a majority of the votes cast shall be elected and shall be sworn in and assume office immediately following the Annual Meeting. The vote will be counted by two Association members not running for office with one Board member in attendance.

Section 3. They shall continue to serve until another individual is elected. In the event of a tie vote for a Board seat, the newly elected Board members shall select from the tie nominees with a flip of a coin.

Section 4. The selection shall be made no later than the next Board meeting. The newly elected Board shall convene their first meeting within thirty (30) days to elect from its membership the officers described in Article III. Section 1. The election results shall then be published in the next Association newsletter or by website.

