

J.J. PEARCE ADDITION HOMEOWNERS' ASSOCIATION, INC.
A NON PROFIT CORPORATION
BY-LAWS

2022 - Amendments

6.01 Annual Meeting An ANNUAL MEETING of the General Membership shall be held during the first half of *April* of each year. If some conflict should arise which makes this date unsatisfactory, the Association's President or Board of Directors shall arrange another date and notify the General Membership of the revised date at least two (2) weeks in advance. An annual report of the status of the Association shall be presented at that meeting.

7.02 Meetings A meeting of the Board of Directors shall be held at least once during each two (2) month period at a time and place selected by the Board at their previous meeting or at a time and place selected by the President of the Association. *Should a member of the Board be unable to attend a meeting they may choose another Director to vote on their behalf, such a choice must be documented in writing to the Board.*

7.03 Association Officers The Association shall have a President and *seven* Vice Presidents. Such officers shall be elected to serve for a term of one (1) year or until a successor is duly elected or qualified. No person may hold more than one (1) office at the same time.

7.06 The Vice President of Beautification *The Vice President of Beautification shall be a regular member of the Board of Directors. He shall be responsible for the continuing promotion of all matters relating to the beautification of the subdivision, including but not limited to, Yard of the Month Program, Christmas Decorations, Christmas Lighting Award Program, and monitoring of the COR Code Infractions for the Subdivision, and perform such other duties as the Board of Directors may prescribe.*

7.07 The Vice President of Neighborhood Outreach *The Vice President of Neighborhood Outreach shall be a regular member of the Board of Directors. He and his committee(s) shall work with the Board and Membership to innovate and plan new ideas and events, lead the planning, promotion, and implementation of events sponsored by the Association, track membership participation, and perform such other duties as the Board of Directors may prescribe.*

7.08 The Vice President of Finance The Vice President of Finance shall be a regular member of the Board of Directors. He shall *process* all dues and other monies; have custody of Association funds; pay all bills within the approved budget; keep an accurate record of all receipts and expenditures; prepare a final financial report to be given at the Annual Meeting of the general membership; *provide quarterly final reports to the membership; provide monthly financial reports to the Directors; be responsible for submitting all necessary tax reports, returns, and IRS and State required documents;* and perform such other duties as the Board of Directors may prescribe.

7.09 The Vice President of Records The Vice President of Records shall be a regular member of the Board of Directors. He shall keep a record of the Association membership, the minutes of all meetings of the Board of Directors and of the General Membership *maintain the Association's archives, and perform such other duties as the Board of Directors may prescribe.*

7.10 The Vice President of Membership The Vice President of Membership shall be a regular member of the Board of Directors. His duties shall include, but not be limited to, the annual enrollment of members; recruiting new members, maintaining the membership rolls; periodically and with the approval of the Board producing a membership directory; leading the Welcome Basket Program; and providing the Board and other committees with the membership information they require:and perform such other duties as the Board of Directors may prescribe.

7.11 The Vice President of Safety The Vice President for Safety shall be a regular member of the Board of Directors. His duties shall include, but not be limited to, the monitoring of existing and changing traffic and safety hazards affecting the Subdivision and recommending action and/or changes to the Board or appropriate COR officials and departments, coordinating with the COR Crime Watch Patrol organization and leading National Night Out activities, and maintaining a roster of the Block Captains and Emergency Contact Information, and perform such other duties as the Board of Directors may prescribe.

7.12 The Vice President of Development The Vice President of Developmen shall be a regular member of the Board of Directors. His duties shall include, but not be limited to, the monitoring of existing and changing zoning and deed restrictions affecting the Subdivision, recommending corporate action to enforce or oppose such restrictions, provide regular status of COR major projects affecting the Subdivision, provide information on business and community development that would be of interest to the membership, and perform such other duties as the Board of Directors may prescribe.

7.13 Limit on Authority No officer or Director without the express consent of the Board Directors may obligate, contract or otherwise bind the Association for the payment of any money exceeding \$100.00 for any one cause, activity, item or group of items.

8.01 The Permanent Committees The permanent committees of the Association and the duties of each shall be as follows:

(a) The Newsletter Publication Committee The Newsletter Publication Committee shall prepare an Association Newsletter *on a monthly basis* for Association members as well as any other publications that may be needed.

(b) The Internet Committee The Internet Committee shall be responsible for the Association's website or any other internet activities specified and approved by the officers.

9.01 Election Procedure During the month of *December* of each year, a temporary nominating committee shall be appointed by the Board of Directors for the purpose of selecting nominees for each Association Officer position for the next operating year. The names of the nominees so selected shall be published in the *February, March, and April* issues of the Association Newsletter. The election of Officers shall be held in *April* at the ANNUAL MEETING of the General Membership. Additional candidates may be nominated by any member of the Association at the ANNUAL MEETING.