

ALPINE VISTA PROPERTY OWNERS ASSOCIATION
BYLAWS

ARTICLE I
NAME AND LOCATION

The name of the Corporation is Alpine Vista Property Owners Association, hereinafter referred to as the "Association". The principal office of the corporation is located at 3556 Alpine Drive SW, Pillager, MN 56473, but meeting of members and/or board members may be held at such place within the State of Minnesota, County of Cass, as may be designated by the Board of Directors.

ARTICLE II
MEETING OF MEMBERS

Section 1. Annual Meetings. An annual meeting of the Association members shall be held each year during the month of May. The Board shall designate the day and time of the meeting. Written notice of such meeting shall be mailed to the members not less than thirty (30) days or more than sixty (60) days in advance of the meeting date.

Section 2. Special Meetings.

- A. Special meetings of the members may be called at any time by the President of the Board, a majority of the Board members, or upon written request to the Board by members. The board will vote whether to approve the request.
- B. Written notice will be provided thirty (30) days in advance of a special meeting when the Board members determine that a vote of the members is necessary for a specific reason. Notification of other special meetings of the members will be made through e-mail or mail.
- C. Issues may be discussed by mail or email. A physical meeting may not occur. A vote by mail or email will be accepted when deemed necessary. Special assessment are an exception (see Section 5).

Section 3. Quorum. Those present, either in person or by proxy, shall constitute a quorum. Four out of seven (4/7) constitutes a quorum.

Section 4. Voting Rights. Each lot or tract receives one vote.

NOTE A: From the Road Maintenance Agreement (RMA)

"There are eight separate Lots or Tracts described on Exhibit A. For the purposes of this Agreement, one vote shall be allocated to the owners of each Lot or Tract, for eight votes." RMA #2

"The owner or owners of any Lot or Tract as described on Exhibit A may request a vote to authorize any item of maintenance or improvement to the roadway or easement corridor. However, only a vote of five or more of the eight votes will be sufficient to

authorize any such expenditure” RMA #5

The Colbenson property never signed the agreement so this would change to vote of four or more of the seven votes.

Section 5. Special Assessment Votes.

1. A dues increase or assessment greater than or equal to 5% requires a majority vote of homeowners present or by proxy, at a meeting called specifically for that purpose.
2. A physical meeting may occur and a signed vote by mail will be accepted when deemed necessary.
3. Written notice will be provided to members, not less than thirty (30) days or more than sixty (60) days, in advance of a meeting duly called for the purpose of voting for a Special Assessment.
4. The members may cast one vote per lot owned, in person or by proxy. All proxies shall be in writing, signed by the lot owner designated to cast the vote, and shall include the lot number. The proxy must be mailed to the Alpine Vista Property Owners Association office, to the attention of the Board of Directors, or as otherwise requested, to be received not sooner than ten (10) days and no later than twenty four (24) hours prior to the meeting. Every proxy shall be revocable and shall automatically cease upon conveyance by the member of his lot.

ARTICLE III

BOARD OF DIRECTORS: SELECTION: TERM OF OFFICE

Section 1. Number. The affairs of this Association shall be managed by a Board of Directors consisting of two (2) officers and one (1) president. It is a requirement of these Bylaws that the person elected president or board member must be a member in good standing of the Association.

Section 2. Term of Office. Each officer shall serve for a term of two years. The term begins upon their election by the members at the annual meeting in May. No term limits apply.

Section 3. Removal and Vacancies. Any Board member may be removed from the Board, with or without cause, by a majority vote of the members of the Association at a special meeting as provided for in Article II, Section 2, Special Meetings, of these Bylaws.

Section 4. Compensation. No board member or president shall receive compensation for board, special, executive, budget or any meeting or function associated with the Board of Directors. However a board member or president may be compensated for services to the Association if it is not related to a Board function. However, any board member or

president may receive reimbursement for actual expenses incurred in the performance of their duties if accepted by a majority vote.

Section 5. Indemnification. The Association shall indemnify all board members and the president for any loss incurred or cost expended by them that arises while said person is serving in the capacity of their duties. Additionally the Association shall maintain liability insurance for actions taken by a board member or the president within the scope of their duties. Discuss with attorney.

ARTICLE IV NOMINATION AND ELECTION OF BOARD OF DIRECTORS

Section 1. Eligibility. Candidates shall be members of the Association and remain members during their term of office when elected. Also, candidates shall be current in Association assessments and charges, and shall not have been subject to legal action by the Association to collect such assessments and charges. Only one member per household may serve in a Board position at a time. All candidates shall meet these eligibility requirements during the entire period of their Association membership. The Board shall validate the eligibility of all candidates.

Section 2. Nominations. Nominations may also be made prior to or at the annual meeting.

Section 2. Voting. All votes will be cast by secret ballot ??? and tabulated by the secretary. A majority vote is needed.

ARTICLE V OFFICERS AND THEIR DUTIES

President

A. The president shall serve notice of meetings and preside at all meetings; shall see that orders and resolutions of the Board are carried out; shall co-sign checks to the extent deemed necessary by the Board of Directors.

Director

B. The director shall act in the place and stead of the president in the event of his/her absence, inability or refusal to act; shall keep record of all official documents including land agreements, maps and official land records; and shall exercise and discharge such other duties as may be required of him/her by the Board.

Secretary/Treasurer

C. The secretary shall record the votes of each board member and keep minutes, of all meetings; keep appropriate current records of member's addresses, and shall perform such other duties as required by the Board.

The treasurer shall receive and deposit monies in the Association's bank account; shall co-sign checks and keep proper books of accounts; shall submit tax forms to the IRS as needed; and shall prepare an annual budget and a statement of income and expenditures to be presented to the members at the annual meeting. A copy of the annual budget and a statement of income and expenditures shall be made available to a member upon request.

ARTICLE VI ASSESSMENTS

Ask Lawyer- Each member is obligated to pay the Association annual and special assessments which are secured by a continuing lien upon the property against which the assessment is made. Assessments not paid by the due date shall be considered delinquent and a late fee will be charged. The Association may bring an action at law against the owner(s) personally obligated to pay the same or foreclose the lien against the property, and delinquent fees, interest, costs, and reasonable attorneys' fees or any such action shall be added to the amount of such assessment.

Late fee price/ monthly percentage?

ARTICLE VII BOOKS AND RECORDS

The books, records and papers of the Association shall be available to members.

ARTICLE VIII

These bylaws may be amended at a regular or special meeting of the members of the Association by a majority of those members present in person or by proxy. The Board of Directors and association members may from time to time propose changes to these bylaws. However, thirty (30) days written notice of a public meeting called to discuss and vote on said changes must be given.