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SAVANNAH COMMONS

BY-LAWS

A NOT-FOR-PROFIT ORGANIZATION

ARTICLE 1 ORGANIZATION

1. The name of the organization shall be Savannah Commons Home Owner Association
2. The organization may at its pleasure by a vote of the membership body change its name.

ARTICLE II PURPOSES

The purpose of the organization is to provide oversight for all support services for Savannah Commons.

ARTICLE III MEMBERSHIP

Membership in this organization shall be open to all who are home owners of Savannah Commons.

ARTICLE IV MEETINGS

The annual membership meeting of this organization shall be held on the second Saturday of October the Board shall fix the day but it shall not be more than four weeks from the date fixed by these By-Laws.

The Secretary shall send an email to every member in good standing at his/her address as it appears in the membership roll book in this organization a notice telling the time and place of such annual meeting. If a member does not have an email address, the noticed will be mailed via United States post office or taped on their door.

Regular meetings designed to share information, promote communication and address issues raised by the homeowners shall be held at the clubhouse. These meetings will be held the second Saturday of every month until such time as the homeowners in attendance feel they are no longer necessary, and at that time change the frequency of these meetings by simple majority vote.

The presence of not less than 20 percent of the members shall constitute a quorum at the annual meeting and shall be necessary to conduct the business of this organization. If a quorum is not present at the meeting the meeting will be adjourned for a period of not more than two weeks from that date. The secretary shall cause a notice of this scheduled meeting change and send such notice to all those members who were not present.

No quorum will be required for regular meetings.

Special meetings of this organization may be called by the president when s/he deems it for the best interest of the organization. Notices of such meeting shall be emailed to all members at their addresses as they appear in the membership roll book at least ten (10) days before the scheduled date set for such special meeting. Such notice shall state the reasons that such meeting has been called, the business to be transacted at such meeting and by whom it was called. At the request of two members of the Board or 20 percent of the members of the organization, the president shall

cause a special meeting to be called but such request must be made in writing at least ten (10) days before the requested scheduled date.

No other business but that specified in the notice may be transacted at such special meeting without the unanimous consent of all present at such meeting.

ARTICLE V VOTING

At all meetings, except for the election of officers and directors, all votes shall be by voice. For election of officers, ballots shall be provided and there shall not appear any place on such ballot that might tend to indicate the person who cast such ballot.

At any regular or special meeting, if a majority so requires, any question may be voted upon in the manner and style provided for election of officers and directors. At all votes by ballot the chairman of such meeting shall, prior to the commencement of balloting, appoint a committee of three who shall act as “Inspectors of Election” and who shall, at the conclusion of such balloting, certify in writing to the Chairman the results and the certified copy shall be physically affixed in the minute book to the minutes of that meeting.

No inspector of election shall be a candidate for office or shall be personally interested in the question voted upon.

ARTICLE VI ORDER OF BUSINESS

1. Attendance.
2. Reading of the Minutes of the preceding meeting.
3. Reports of Committees.
4. Old and Unfinished Business.
5. New Business.
6. Open Forum.
7. Adjournments.

ARTICLE VII OFFICERS

The officers of the organization shall serve two calendar year terms as follows:

President:

Vice President:

Secretary:

Treasurer:

Member At Large I

Member At Large II:

Officer Responsibilities

The President shall preside at all membership meetings. S/he shall by virtue of his/her office be Chairman of the Board. S/he shall present at each annual meeting of the organization an annual report of the work of the organization. S/he shall see all books, reports and certificates required

by law are properly kept or filed. S/he shall be one of the officers who may sign the checks or drafts of the organization. S/he shall have such powers as may be reasonably construed as belonging to the chief executive of any organization. The President shall have the authority to appoint an interim occupant for any office which becomes vacant and that appointed office holder would fill the position until the next annual meeting or the expiration of the term.

The Vice President shall in the event of the absence or inability of the President to exercise his/her office become acting president of the organization with all the rights, privileges and powers as if s/he had been the duly elected president.

The Secretary shall keep the minutes and records of the organization in appropriate books. It shall be s/he duty to file any certificate required by any statute, Federal or state. S/he shall give and serve all notices to members of this organization. S/he shall be the official custodian of the records and seal of this organization. S/he may be one of the officers required to sign the checks and drafts of the organization. S/he shall present to the membership at any meetings any communication addressed to him as Secretary of the organization. S/he shall submit to the Board any communications which shall be addressed to him as Secretary of the organization. S/he shall attend to all correspondence of the organization and shall exercise all duties incident to the office of Secretary.

The Treasurer shall have the care and custody of all moneys belonging to the organization and shall be solely responsible for such moneys or securities of the organization. S/he shall cause to be deposited in a regular business bank or trust company a sum not exceeding \$5,000 and the balance of the funds of the organization shall be deposited in a savings bank except that the Board may cause such funds to be invested in such investments as shall be legal for a non-profit corporation in this state. S/he must be one of the officers who shall sign checks or drafts of the organization. No special fund may be set aside that shall make it unnecessary for the Treasurer to sign the checks issued upon it. S/he shall render at stated periods as the Board shall determine a written account of the finances of the organization and such report shall be physically affixed to the minutes of the Board of such meeting. S/he shall exercise all duties incident to the office of Treasurer.

No officer shall for reason of s/he office be entitled to receive any salary or compensation, but nothing herein shall be construed to prevent an officer or director for receiving any compensation from the organization for duties other than as a director or officer.

Officer Term Limits

The term of each office will be fixed at two years, and may not be concurrent i.e. no officer may serve back to back terms in the same position but may serve in another officer position.

ARTICLE VIII SALARIES

The Board shall hire and fix the compensation of any and all employees which they in their discretion may determine to be necessary for the conduct of the business of the organization.

ARTICLE IX COMMITTEES

All committees of this organization shall be appointed by the Board and their term of office shall be for a period of one year or less if sooner terminated by the action of the Board.

The permanent committees shall be: Pool/Clubhouse, Hospitality

ARTICLE X DUES

The dues of this organization shall be \$660 per annum for townhouse owners and \$780 per annum for patio home owners. Under no circumstances shall the difference between townhouse and patio homeowners annual dues be less than \$120.00. Homeowner dues shall be payable monthly, quarterly, semi-annually, or annually.

Homeowner due amounts, and any “special assessment” deemed necessary by be changed by a simple majority of the homeowners.

ARTICLE XI AMENDMENTS

These By-Laws, may be altered, amended, repealed or added to by an affirmative vote of not less than 2/3rds of the members counted in an official meeting.