

**BY-LAWS  
OF  
GENTRY HONOURS HOMEOWNERS ASSOCIATION, INC.**

**ARTICLE I**

**NAME AND LOCATION.** The name of the corporation is Gentry Honours Homeowners Association, Inc., hereinafter referred to as the “Association”. The principal office of the corporation shall be located at 986 South State Road 446, Bloomington, Indiana 47401, but meetings of members and directors may be held at such places within the State of Indiana, as may be designated by the Board of Directors.

**ARTICLE II**

**DEFINITIONS**

**SECTION 1.** “Association” shall mean and refer to Gentry Honours Homeowners Association, Inc., its successors and assigns.

**SECTION 2.** “Properties” shall mean and refer to that certain real property described in the Declaration of Covenants, Conditions and Restrictions, and such additions thereto as may hereafter be brought within the jurisdiction of the Association.

**SECTION 3.** “Common Area” shall mean all real property owned by the Association for the common use and enjoyment of the Owners.

**SECTION 4.** “Lot” shall mean and refer to any plot of land shown upon any recorded subdivision map of the Properties with the exception of the Common Area.

**SECTION 5.** “Owner” shall mean and refer to the record owner, whether one or more persons or entities, of the fee simple title to any Lot which is a part of the Properties, including contract sellers, but excluding those having such interest merely as security for the performance of an obligation.

**SECTION 6.** “Declarant” shall mean and refer to Gentry Estates Development Co., Inc., its successors and assigns if such successors and assigns should acquire by purchase, grant, or assignment the rights of Gentry Estates Development Co., Inc. to the Declaration.

**SECTION 7.** “Declaration” shall mean and refer to the Declaration of Covenants, Conditions and Restrictions applicable to the Properties recorded in the Office of the Recorder of Monroe County.

**SECTION 8.** “Member” shall mean and refer to those persons entitled to membership as provided in the Declaration.

### ARTICLE III

#### MEETING OF MEMBERS

**SECTION 1. Annual Meetings.** At the election of Declarant, but in no event later than 90 days after all Lots in Gentry Honours (to include Lots created by amendment or annexation) have been sold and deeded by Declarant, Declarant shall notify all Owners that the first annual meeting of the Owners shall be held on a day specified and to be within 30 days of the date of such notice. At such meeting, the members of the Board of Directors selected by Declarant and constituting the initial Board of Directors shall resign and all Owners including Declarant, shall elect a new Board of Directors. Said initial meeting shall be held for the purpose of electing said Board of Directors to succeed the initial Board and for the transaction of such other business as may be properly brought before the meeting. Thereafter, an annual meeting of the Owners shall be held at 2:30 p.m. on the first Saturday of March of each year, if not a legal holiday, and if a legal holiday, then at the same time on the next day following not a legal holiday for the purpose of electing members of the Board of Directors and for the transaction of such other business as may be properly brought before the meeting.

**SECTION 2 Special Meetings.** Special meetings of the members may be called at any time by the president or by the Board of Directors, or upon written request of the members who are entitled to vote one-fourth (1/4) of all the votes of membership.

**SECTION 3. Notice of Meetings** Written notice of each meeting of the members shall be given by, or at the direction of, the secretary of person authorized to call the meeting, by mailing a copy of such notice, postage prepaid, at least thirty (30) days before such meeting to each member entitled to vote thereat, addressed to member's address last appearing on the books of the Association, or supplied by such member to the Association for the purpose of notice. Such notice shall specify the place, day, and hour of the meeting, and, in the case of a special meeting, the purpose of the meeting.

**SECTION 4. Quorum.** The presence at the meeting of the members entitled to vote or of proxies entitled to cast, one-tenth (1/10) of the votes of each class of membership shall constitute quorum for any action except as otherwise provided in the Articles of Incorporation, the Declaration, or these By-laws. If, however, such quorum shall not be present or represented at any meeting, the membership entitled to vote thereat shall have power to adjourn the meeting from time to without notice other than announcement at the meeting, until a quorum as aforesaid shall be present or be represented.

**SECTION 5. Proxies.** At all meetings of members, each member may vote in person or by proxy. All proxies shall be in writing and filed with the secretary. Every proxy shall be revocable and shall automatically cease upon conveyance by the member of his Lot.

## ARTICLE IV

### BOARD OF DIRECTORS: SELECTION: TERM OF OFFICE

**SECTION 1. Number.** The affairs of this Association shall be managed by an initial Board of four (4) directors, who need not be members of the Association. After the first annual meeting of the Association, the Board of Directors shall consist of three (3) directors.

**SECTION 2. Term of Office.** At the first annual meeting the members shall elect one (1) director for a term of one (1) year, one (1) director for a term of two (2) years, and one (1) director for a term of three (3) years; and at each annual meeting thereafter the members shall elect one (1) director for a term of three (3) years.

**SECTION 3. Removal** Any director may be removed from the Board, with or without cause, by a majority vote of the members of the Association. In the event of death, resignation, or removal of a director, his successor shall be selected by the remaining members of the Board and shall serve for the unexpired term of his predecessor.

**SECTION 4. Compensation.** No director shall receive compensation from any service he may render to the Association. However, any director may be reimbursed for his actual expenses incurred in the performance of his duties.

**SECTION 5. Action Taken Without a Meeting.** The directors shall have the right to take any action in the absence of a meeting which they could take at a meeting by obtaining the written approval of all the directors. Any action so approved shall have the same effect as though taken at a meeting of the directors.

## ARTICLE V

### NOMINATION AND ELECTION OF DIRECTORS

**SECTION 1. Nomination.** Nomination for election to the Board of Directors shall be made by a Nominating Committee. Nominations may also be made from the floor at the annual meeting. The Nominating Committee shall consist of a Chairman who shall be a member of the Board of Directors, and two (2) or more members prior to each annual meeting of the members, to serve from the close of such annual meeting until the close of the next annual meeting and such appointment shall be announced at each annual meeting. The Nominating Committee shall make as many nominations for election to the Board of Directors as it shall in its discretion determine, but not less than the number of

**vacancies that are to be filled. Such nominations may be made from among members or non-members.**

**SECTION 2. Special Meetings. Special meetings of the Board of Directors shall be held when called by the president of the Association, or by any two directors, after not less than three (3) days notice to each director.**

**SECTION 3. Quorum. A majority of the number of directors shall constitute a quorum for the transaction of business. Every act or decision done or made by the majority of the directors present at a duly held meeting at which a quorum is present shall be regarded as the act of the Board.**

## **ARTICLE VII**

### **POWERS AND DUTIES OF THE BOARD OF DIRECTORS**

**SECTION 1. Powers. The Board of Directors shall have power to:**

- a) Adopt and publish rules and requirements governing the use of the Common Area and facilities, and the personal conduct of the members and the guests thereon, and to establish penalties for the infraction thereof;**
- b) Suspend the voting rights and right to use of the recreational facilities of a member during any period in which such member shall be in default in the payment of any assessment levied by the Association. Such rights may also be suspended after notice and hearing, for a period not to exceed sixty (60) days for infraction of published rules and regulations;**
- c) Exercise for the Association all powers, duties, and authority vested in or delegated to this Association and not reserved to the members by other provisions of these By-Laws, the Articles or Incorporation, or the Declaration;**

- d) Declare the office of a member of the Board of Directors to be vacant in the event such member shall be absent from three (3) consecutive regular meetings of the Board of Directors; and**
- e) Employ a manager, an independent contractor, or such other employees as they deem necessary, and to prescribe their duties.**

**SECTION 2. Duties. It shall be the duty of the Board of Directors to:**

- a) Cause to be kept a complete record of all its acts and corporate affairs and to present a statement thereof to the members at the annual meeting of the members, or at any special meeting when such statement is requested in writing by one-fourth (1/4) of the Class A members who are entitled to vote;**
- b) Supervise all officers, agents, and employees, of this Association, and to see that their duties are properly performed;**
- c) As more fully provided in the Declaration, to:
  - 1) Fix the amount of the assessments against each Lot at least thirty (30) days in advance of each assessment period;**
  - 2) Send written notice of each assessment to every Owner subject thereto at least thirty (30) days in advance of the effective date of a change in assessments; and**
  - 3) Foreclose the lien against any property for which assessments are not paid within thirty (30) days after due date or to bring an action at law against the Owner personally obligated to pay the same.****
- d) Issue, or to cause an appropriate officer to issue, upon demand by any person, a certificate setting forth whether or not any assessment has been paid. A reasonable charge may be made by the Board for the issuance of these certificates. If a certificate states an assessment has been paid, such certificate shall be conclusive evidence of such payment;**
- e) Procure and maintain adequate liability and hazard insurance on property owned by the Association;**
- f) Cause all officers r employees having fiscal responsibilities to be bonded, as it may deem appropriate; and**
- g) Cause the Common Area to be maintained.**

## ARTICLE VIII

### OFFICERS AND THEIR DUTIES

**SECTION 1. Enumeration of Offices.** The officers of this Association shall be a president and vice-president, who shall at all times be members of the Board of Directors, a secretary, and a treasurer, and such other officers at the Board may from time to time by resolution create.

**SECTION 2. Election of Officers.** The election of officers shall take place at the first meeting of the board of Directors following each annual meeting of the members.

**SECTION 3. Term.** The officers of this Association shall be elected annually by the Board and each shall hold office for one (1) year unless he shall sooner resign, or shall be removed, or otherwise disqualified to serve.

**SECTION 4. Special Appointments.** The Board may elect such other officers as the affairs of the Association may require, each of whom shall hold office for such period, have such authority, and perform such duties as the Board may, from time to time, determine.

**SECTION 5. Resignation and Removal.** Any officer may be removed from office with or without cause by the Board. Any officer may resign at any time giving written notice to the Board, the president, or the secretary. Such resignation shall take effect on the date of receipt of such notice or at any later time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

**SECTION 6. Vacancies.** A vacancy in any office may be filled by appointment by the Board. The officer appointed to such vacancy shall serve for the remainder of the terms of the officer he replaces.

**SECTION 7. Multiple Offices.** The offices of secretary and treasurer may be held by the same person. No person shall simultaneously hold more than one of any of the other offices except in the case of special offices created pursuant to Section 4 of this Article.

**SECTION 8. Duties.** The duties of the officers are as follows:

**President**

- a) The president shall preside at all meetings of the Board of Directors; shall see that orders and resolutions of the Board are carried out; shall sign all leases, mortgages, deeds, and other written instruments.

**Vice-President**

- b) The vice-president shall act in the place and stead of the president in the event of his absence, inability, or refusal to act, and shall exercise and discharge such other duties as may be required of him by the Board.

**Secretary**

- c) The secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board and of the members; keep the corporate seal of the Association and affix it on all papers requiring said seal; serve notice of the meetings of the Board and of the members; keep appropriate current records showing the members of the Association together with their addresses, and shall perform such other duties as required by the Board.

**Treasurer**

- d) The treasurer shall receive and deposit in appropriate bank accounts and monies of the Association and shall disburse such funds as directed by resolution of the Board of Directors; shall sign all checks and promissory notes of the Association; keep proper books of account; and shall prepare an annual budget and statement of income and expenditures to be presented to the membership at its regular annual meeting, and deliver a copy of each to the members.

## **ARTICLE IX**

### **COMMITTEES**

**The Association shall appoint an Architectural Control Committee, as provided in the Declaration, and a Nominating Committee, as provided in these By-Laws. In addition, the Board of Directors shall appoint other committees as deemed appropriate in carrying out its purpose.**

## **ARTICLE X**

### **BOOKS AND RECORDS**

**The books, records, and papers of the Association shall at all times, during reasonable business hours, be subject to inspection by any member. The Declaration, the Articles of the Incorporation and the By-Laws of the Association shall be available for inspection by any member at the principal office of the Association, where copies may be purchased at reasonable cost.**

## **ARTICLE XI**

### **ASSESSMENTS**

**As more fully provided in the Declaration, each member is obligated to pay to the Association monthly and special assessments which are secure by a continuing lien upon the property against which the assessment is made. Any assessments which are not paid when due shall be delinquent. If the assessment is not paid within thirty (30) days after the due date, the assessment shall bear interest from the date of delinquency at the rate of eighteen percent (18%) per annum, and the Association may bring an action at law against the Owner personally obligated to pay the same or foreclose the lien against the property, and interest, costs, and reasonable attorney's fees of any such action shall be added to the amount of such assessment. No Owner may waiver or**

otherwise escape liability for the assessments provided for herein by nonuse of the Common Area or abandonment of his Lot.

## ARTICLE XII

### CORPORATE SEAL

The Association shall have a seal in circular form having within its circumference the words: Gentry Honours Homeowners Association, Inc.

## ARTICLE XIII

### AMENDMENTS

**SECTION 1.** These By-Laws may be amended, at a regular or special meeting of the Board of Directors, by a vote of a majority of a quorum of Directors present in person or by proxy.

**SECTION 2.** In the case of any conflict between the Articles of Incorporation and these By-Laws, the Articles shall control; and in the case of any conflict between the Declaration and these By-Laws, the Declaration shall control.

## ARTICLE XIV

### MISCELLANEOUS

The fiscal year of the Association shall begin on the first day of January and end on the 31<sup>st</sup> day of December of every year, except that the first fiscal year shall begin on the date of incorporation.

**IN WITNESS WHEREOF, we, being all of the directors of the Gentry Honours Homeowners Association, Inc., have hereunto set our hands this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.**

\_\_\_\_\_  
**Name printed:** \_\_\_\_\_

\_\_\_\_\_  
**Name printed:** \_\_\_\_\_

\_\_\_\_\_  
**Name printed:** \_\_\_\_\_

**CERTIFICATION**

**I, the undersigned, do hereby certify:**

**THAT I am the duly elected and acting secretary of the Gentry Honours Homeowners Association, Inc., a not-for-profit corporation, and,**

**THAT the foregoing By-Laws constitute the original By-Laws of said Association, as duly adopted at a meeting of the Board of Directors thereof, held on the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_\_.**

**IN WITNESS THEREOF, I have hereunto subscribed my name and affixed the seal of said Association this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_\_.**

\_\_\_\_\_  
**Name Printed:** \_\_\_\_\_  
**Secretary**

