

By-Laws Of
Evergreen Hills Homeowners Association
Wadsworth, IL

An Illinois Not-For-Profit Corporation

ARTICLE I
NAME OF CORPORATION AND DEFINITIONS

- 1.01 **NAME.** The name of this corporation is the Evergreen Hills Homeowners Association.
- 1.02 **DEFINITIONS.** All terms used herein shall have the meanings set forth in the Declaration, as the term "Declaration" is defined below in Section 2.01.

ARTICLE II
PURPOSE AND POWERS

- 2.01 **PURPOSE.** The purpose of this Association is to act on behalf of its members collectively, as their governing body for civic betterment, to combat community deterioration and other purposes, with respect to the preservation, care, maintenance, replacement, improvement, enhancement, operation and administration of both real and personal property and for the promotion of the health, safety and welfare of the Members of the Association, all on a not-for-profit basis. These By-Laws are made with reference to the Declaration of Covenants, Conditions and Restrictions for the Evergreen Hills Subdivision, recorded with the Lake County Recorder of Deeds as Document Number 2820624, as amended by any Supplemental Declaration of Covenants, Conditions and Restrictions for Evergreen Hills Subdivision. (hereafter collectively referred to as the "Declaration").
- 2.02 **POWERS.** The Association shall have and exercise all powers as are now or may hereafter be granted by the General Not-For-Profit Corporation Act of the State of Illinois, the Declaration and these By-Laws.
- 2.03 **PERSONAL APPLICATION.** All present or future Owners, tenants, future tenants, and their agents and employees, and any other person that might use the facilities of the Property in any manner shall be subject to the provisions of the Declaration and these By-Laws. The mere acquisition or rental of a Unit or the mere act of occupancy of a dwelling unit on a Lot will signify that the Declaration and these By-Laws are accepted, ratified and will be complied with.

ARTICLE III
OFFICES

- 3.01 **PRINCIPAL OFFICE** The Association's principal office shall be maintained on the Property or at the office of the Association President.

ARTICLE IV
MEETINGS OF MEMBERS

4.01 VOTING MEMBERS. Every person or entity who is a record owner of a fee or undivided fee interest in any Lot which is subject to the Declaration shall be a member of the Association. The foregoing is not intended to include persons or entities who hold an interest merely as security for the performance of an obligation. Membership shall be appurtenant to and may not be separated from ownership of any Lot which is subject to an assessment by the Association. Ownership of such Lot shall be the sole qualification of membership. Owners of multiple Lots shall be responsible for an assessment by the Association on each Lot owned, and shall be granted one vote for each Lot owned. All Association deeded lot owners shall be, and are, members of the Association.

Any owners of additional properties which are contiguous with existing lots in Evergreen Hills who petition to join the Association, may do so on approval of 75% of the members of the Association. This vote may be conducted by mail referendum or voting at an Association meeting, if one is deemed necessary by the Board to discuss the issue.

There shall be one individual with respect to each Unit, or multiple Units owned by an individual, who shall be entitled to vote at any meeting of the Owners (the "Voting Member"). If the Owner of a Lot, or multiple Lots, is one individual, then such individual shall be the Voting Member. If the Record of Ownership of a Lot, or multiple Lots owned, shall be in more than one individual or if the Owner is a trustee, corporation, partnership or other legal entity, then the Voting Member shall be designated by the Owner or by a majority of Owners in writing to the Board. If in the case of multiple individual Owners no designation is given and only one of the multiple Owners is present at a meeting of the Owners, then he is entitled to cast the vote allocated to that Lot. If in the case of multiple individual Owners no designation is given and more than one of the multiple Owners are present at a meeting, the vote allocated to that Lot may be cast only in accordance with the agreement of a majority in interest of the multiple Owners, provided that the Board shall consider a majority agreement if any one of the multiple Owners casts the vote allotted to the Lot without protest being made promptly to the person presiding over the meeting by any of the other Owners of the Lot. Any or all owners may be present at any meeting of the Owners, but the voting rights shall be vested exclusively in the Voting Members; provided, however, that a Voting Member may vote either in person or by proxy executed and dated in writing by the Voting Member or his duly authorized attorney-in-fact and filed with the secretary before the meeting. No proxy shall be valid after 11 months from the date of its execution, unless otherwise provided in the proxy. Except as otherwise specifically provided in the Declaration or these By-Laws, each Voting Member shall have one vote.

4.02 PLACE OF MEETING; QUORUM. Meetings of the Owners shall be held on the Property or at such other place in the county in which the Property is located and convenient to the Owners as may be designated in any notice of a meeting. All meetings shall be conducted in accordance with the rules and provisions set forth in Roberts Rules of Order, as from time to time published. Voting Members holding 33.3% of the votes, represented in person, shall constitute a quorum. The vote of a simple majority of the votes entitled to be cast by the Voting Members present at a meeting at which a quorum is present, shall be necessary for the adoption of any matter voted upon by the Voting Members. The affirmative vote of a majority of the votes entitled to be cast by the Association membership (whether those members are present at the meeting or have

How many votes needed?

designed their votes by proxy) shall be required for the following action: (a) merger or consolidation of the Association; (b) sale, lease, exchange, mortgage, pledge or other disposition of all, or substantially all of the property and assets of the Association; and (c) purchase or sale of land or of Lots on behalf of all Owners; and (d) Add, delete or modify the Declaration of Covenants, Conditions and Restrictions for the Evergreen Hills Subdivision

- 4.03** **ANNUAL MEETING.** There shall be an annual meeting of the Owners within 60 days from the anniversary date of the initial meeting or as designated by the Board.
- 4.04** **SPECIAL MEETING.** Special meetings of the Owners may be called at any time for the purpose of considering matters, which, by the terms of the Declaration, require the approval of all or some of the Voting Members, or for any other reasonable purpose. Said meetings shall be called by written notice. The President, a majority of the Board or Voting Members representing at least 50% of the votes, shall authorize this written notice.
- 4.05** **NOTICE OF MEMBERSHIP MEETINGS.** Written notice of any membership meeting shall be mailed or personally delivered, giving Owners not less than 10 nor more than 30 days notice of the time, place, and purpose of the meeting.

ARTICLE V

BOARD OF DIRECTORS

- 5.01** **IN GENERAL.** The affairs of the Association and the direction and administration of the Property shall be vested in the Board, which (after any time such Board is controlled by the Declarant) shall consist of 3 persons or such other number of persons as shall be fixed from time to time by the affirmative vote of 51% of the Voting Members ("Directors"). The Board shall have all of the powers granted to it under the Declaration, these By-Laws and the General Not-For-Profit Corporation Act of the State of Illinois.
- 5.02** **ELECTION.** The voting members shall elect a full Board of Directors. The three Directors receiving the highest number of votes shall serve a term of two years. Each Director shall hold office until his/her term expires or until a successor shall have been qualified and elected. Directors may succeed themselves in office.

Neither a full slate of Directors, nor a majority of Directors may serve more than two consecutive terms of office without a period of two years intervening before becoming eligible for election once again. However, a single officer may be eligible to hold office after two terms, for a maximum of two additional terms, subject to the following conditions.

If more than one Director wished to become eligible for the extended period, then the members will vote with the Director receiving the most votes, being the one Director qualified to seek office again.

Upon being elected for an extended term, the Director may not hold any office held in the previous two terms. Thus the President cannot serve again as President, etc.

Should the eligible Director be elected, he/she cannot be extended beyond eight (8) years without an intervening period of two years.

In all elections for members of the Board, the Voting Member for each Lot shall be entitled to the number of votes equal to the number of Directors to be elected (cumulative voting shall not be permitted). The candidates receiving the highest number of votes with respect to the number of offices to be filled shall be deemed to be elected.

5.03 ANNUAL MEETINGS. The Board shall hold an annual meeting within 10 days after the annual meeting of the Owners at such a place as shall be fixed by the Directors at the annual meeting of the Owners - ?? Just the board?

5.04 SPECIAL MEETINGS. Special meetings of the Board may be called by the President or by at least two-thirds (2/3) of the directors then serving.

5.05 NOTICE OF BOARD MEETINGS.

- (a) Notice of each meeting of the Board shall be mailed or personally delivered to each Director at least 48 hours prior to the meeting.
- (b) Notice of any meeting of the Board concerning the adoption of the proposed annual budget or any increase or establishment of an assessment shall be given to each Owner in the same manner as provided in Paragraph 4.05 of these By-Laws, unless a written waiver of such notice is signed by the person or persons entitled to such notice before the meeting is convened.
- (c) At least thirty (30) days prior to the meeting of the Board, which is to consider the adoption of a proposed annual budget, a copy of the proposed annual budget shall be mailed or personally delivered to each Owner.

5.06 OPEN MEETINGS. Each meeting of the Board shall be open to any Owner except for the portion of any meeting held:

- (a) To discuss litigation when an action against or on behalf of the Association has been filed and is pending in a court or administrative tribunal, or when the Board finds that such an action is probable or imminent,
- (b) To discuss violations of rules and regulations of the Association or an Owner's unpaid share of the assessment attributable to expenses of the Association.
- (c) Any vote taken on any of the matters set forth in subparagraphs (a) or (b) above shall be taken at a meeting or portion thereof open to any Owner. Notice of such meeting shall be mailed or personally delivered and posted conspicuously upon the Property at least 48 hours prior thereto, unless a written waiver of such notice is signed by the person or persons entitled to such notice before the meeting is convened. The Board may adopt reasonable rules governing the conduct of Owners who attend meetings and Owners who do not comply with such rules may be removed from the meeting. Any Owner may record the proceedings at a meeting required to be open by tape, film, or other means and the Board may prescribe reasonable rules and regulations to govern the right to make such recordings.

5.07 QUORUM. A majority of the Directors serving from time to time shall constitute a

quorum for the election of officers and for the transaction of business at any meeting of the Board. Except as otherwise expressly provided herein or in the Declaration, any action may be taken upon the affirmative vote of a majority of the Directors present at a meeting at which a quorum is present.

5.08 **COMPENSATION/REIMBURSEMENT FOR EXPENSES.** No Director shall be compensated by the Association for services rendered to the Association, except as expressly provided in a resolution duly adopted by the Voting Members. Upon the presentation of receipts or other appropriate documentation, a Director shall be reimbursed by the Association for reasonable out-of-pocket expenses incurred in the course of the performance of his duties as a Director.

5.09 **REMOVAL OR RESIGNATION OF DIRECTOR.** Any Director may be removed from office, with or without cause, by action of the Voting Members at any annual meeting or at a special meeting called for such purpose. Any Director whose removal has been proposed by the Owners shall be given an opportunity to be heard at the meeting. Any Director may resign at any time by submitting his written resignation to the Board. If a Director ceases to be an Owner or a Voting Member, he shall be deemed to have resigned as of the date of such cessation.

A successor to fill the unexpired term of a Director who resigns or is removed may be appointed by a two-thirds (2/3) majority of the remaining Directors to serve until the next meeting of the Owners or for a period terminating no later than 30 days following the filing of a petition signed by the Owners holding 20% of the votes of the Association requesting a meeting of the Owners to fill the vacancy for the balance of the term. Such meeting of the Owners shall be held for purposes of filling a vacancy on the Board no later than 30 days following the filing of a petition signed by the Owners holding 20% of the votes of the Association requesting such a meeting.

5.10 **POWERS AND DUTIES OF THE BOARD.** The Board shall have all of the powers and duties granted to it or imposed upon it by the Declaration, these By-Laws, and the Illinois General Not-For-Profit corporation act, including, without limitation, the following powers and duties:

- (a) To procure insurance as provided for in the Declaration;
- (b) To provide for the designation, hiring, and removal of such employees and such other personnel, including attorneys and accountants, as the Board may, in its discretion, deem necessary or proper for the effective administration of the Association;
- (c) To provide for any maintenance, repair, alterations, addition improvement, or replacement of the Landscape and Easement Areas for which the Association is responsible under the Declaration and these By-Laws, including but not limited to the power to enter into an carry out an agreement with any homeowner and to carry out powers and duties of the Board of Directors in such a manner that would be economical to the Association and its members
- (d) To estimate and provide each Owner with an annual budget as provided for in the Declaration;

- (e) To set, give notice of, and collect assessments from the Owners as provided in the Declaration;
- (f) To pay expenses related to maintaining and repairing the Landscape and Easement areas;
- (g) To delegate the exercise of its power to committees appointed pursuant to Paragraph 7.01 of these By-Laws;
- (h) To own, convey, encumber, lease, or otherwise deal real or personal property conveyed to or purchased by the Association;
- (i) To keep detailed, accurate records of the receipts and expenditures affecting the operation and affairs of the Association;
- (j) To pay real property taxes, special assessments, and any other special taxes or charges of the State of Illinois or of any political subdivision thereof, or other lawful taxing or assessing body, which are authorized by law to be assessed and levied upon any real or personal property of the Association;
- (k) To impose monthly charges of 10% of the outstanding balance due (charges calculated on the unpaid balance and accumulated late charges) for late payments of an Owner's proportionate share of the Association's expenses, or any other expenses lawfully decided upon, and after notice and an opportunity to be heard, levy reasonable fines for violation of the Declaration, By-Laws, and any rules and regulations of the Association.
- (l) To authorize any single expenditure over \$1001. Any expenditure over \$500 requires competitive bids. Any expenditure exceeding 20% of that year's gross income will require approval of the Association.
- (m) To respond to questions by either existing or prospective Association members concerning the Association or its operation. Questions must be submitted in writing if they involve construction of any type. Such questions will be responded to by the Board in writing and require the unanimous approval of the Board. Failure to reach a unanimous decision requires that the question be brought to the Association membership by mail referendum or Special Meeting, and requires an approval of 51% of the full membership.

ARTICLE VI

OFFICERS

6.01 OFFICERS. The officers of the Association shall be a President, one or more Vice Presidents, a Secretary, a Treasurer, and such assistants to such officers as the Board may deem appropriate. The term of the officers shall be for two years. All officers shall be elected at each annual meeting of the Board and shall hold office at the discretion of the Board. Officers may succeed themselves in office for only one additional term, and must wait for two years after the end of their last term of office before becoming eligible to be an officer or Board member. The President, Secretary, and Treasurer shall be Directors and all

other officers (if any) may, but need not be, Directors.

- 6.02** **VACANCY OF OFFICE.** Any officer may be removed at any meeting of the Board by the affirmative vote of the majority of the Directors in office, either with or without cause, and any vacancy in any office may be filled by the Board at any meeting thereof.
- 6.03** **POWERS OF OFFICERS.** The respective officers of the Association shall have such powers and duties as are from time to time prescribed by the Board and as are usually vested in such officer of an Illinois Not-For-Profit Corporation including without limitation, the following;
- (a) The President shall be the Chief Executive Officer of the Association and shall preside at all meetings of the Owners and at all meetings of the Board and shall execute amendments to the Declaration and these By-Laws;
 - (b) A temporary Vice President shall be selected by the Board, in the absence or the disability of the President, and shall perform the duties and exercise the powers of such office and other duties assigned by the Board. If neither the President nor the Vice President is able to act, the Board shall appoint some other member of the Board to act in the capacity of President on an interim basis;
 - (c) The Secretary shall keep minutes of all the meetings of the Owners and of the Board and shall have custody of the Association Seal and have charge of such other books, papers, and documents as the Board may prescribe, and shall be responsible for giving and receiving all notices to be given to or by the Association under the Declaration or these By-Laws; and
 - (d) The Treasurer shall be responsible for Association funds and securities and for keeping full and accurate accounts of all receipts and disbursements in the Association books of accounts kept for such purpose. The Treasurer shall be responsible for the deposit of all moneys and other valuable effects in the name, and to the credit, of the Association in such depositories as may from time to time be designated by the Board.
 - (e) All expenditures for the Association will be by check and require the signature of the Treasurer and President, subject to all conditions noted herein, or in the Covenants.
- 6.04** **OFFICERS' COMPENSATION.** The officers shall receive no compensation for their services except as expressly provided by a resolution duly adopted by the Voting Board.

ARTICLE VII

COMMITTEES DESIGNATED BY BOARD

- 7.01** **BOARD COMMITTEES.** The Board by resolution adopted by a majority of the Directors in office, may designate one or more committees, which committees, to the extent consistent with law and as provided in said resolution shall have and exercise the authority of the Board in the management of the Association; but the designation of such committees and delegation thereto of authority shall not operate to relieve the Board, or any individual.

- (a) An Architectural Review Committee shall be formed with the purpose to insure and

oversee the continuity, aesthetics and the general appearance within the Evergreen Hills Subdivision.

- 7.02** **SPECIAL COMMITTEES.** Other committees not having and exercising the authority of the Board in the management of the Association may be designated by a resolution adopted by a majority of the Directors present at a meeting at which a quorum is present. Except as otherwise provided in such resolution, members of each such committee shall be Owners and the President of the Association shall appoint the members thereof. Any member thereof may be removed by the person or persons authorized to appoint such member whenever in their judgment the best interests of the Association shall be served by such removal.
- 7.03** **TERM.** Each member of a committee shall continue as such until the next annual meeting of the Board and until his successor is appointed, unless the committee shall be sooner terminated, or unless such member shall be removed from such committee, or unless such member shall cease to qualify as a member thereof.
- 7.04** **CHAIRMAN.** One member of each committee shall be appointed chairman.
- 7.05** **VACANCIES.** Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of the original appointments.
- 7.06** **QUORUM.** Unless otherwise provided in the resolution of the Board designating a committee, a majority of the whole committee shall constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.
- 7.07** **RULES.** Each committee may adopt rules for its own government not inconsistent with the Declaration, these By-Laws or with rules adopted by the Board.

ARTICLE VIII

INSTRUMENTS, CHECKS, DEPOSITS, AND FUNDS

- 8.01** **EXECUTION OF INSTRUMENTS.** The board may authorize any officer or officers, agent or agents of the Association, in addition to the officers so authorized by these By-Laws, to enter into any contract, execute and deliver any instrument (including amendments to the Declaration or these By-Laws which must be executed by the Association) in the name of an on behalf of the Association and such authority may be general or confined to specific instances. In the absence of any such authorization by the Board, any such contract or instrument shall be executed by the President or a Vice President and attested to by the Secretary or an Assistant Secretary of the Association.
- 8.02** **PAYMENTS.** All checks, drafts, vouchers or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Association shall be signed by such officer or officers, agent or agents of the Association, and in such manner as shall from time to time be determined by the resolution of the Board. In the absence of such determination by the Board such instruments shall be signed by the Treasurer or an Assistant Treasurer and countersigned by the President or Secretary of the Association.
- 8.03** **BANK ACCOUNTS.** All funds of the Association not otherwise employed shall be

deposited from time to time to the credit of the Association in such banks, trust companies, or other depositories, as the Board shall elect.

- 8.04** **SPECIAL RECEIPTS.** The Board may accept on behalf of the Association any contribution, gift, bequest, or device for the general purpose or for any special purpose of the Association.

ARTICLE IX

FISCAL MANAGEMENT

- 9.01** **FISCAL YEAR.** The fiscal year of the Association shall be determined by the Board and may be changed from time to time, as the Board deems advisable.
- 9.02** **ANNUAL STATEMENT.** Within a reasonable time after the close of each fiscal year the Board shall furnish each Owner with an itemized accounting of the Association's expenses for such fiscal year actually incurred and paid, together with a tabulation of the amounts collected pursuant to the Annual Assessment budget, and showing the net excess or deficit of income over expenditures plus reserves.
- 9.03** **ASSESSMENT PROCEDURE.**
- (a) Annual assessments and special assessments shall be made and collected as provided in the Declaration, and the provisions for the Declaration regarding assessments are incorporated herein by reference
 - (b) If an adopted budget requires assessment against the Owners in any fiscal year exceeding 10% of the assessments for the preceding year, the Board, upon written petition by Owners with 20% of the votes of the Association filed within 14 days of the Board action, shall call a meeting of the Owners within 30 days of the date of filing of the petition to consider the budget. Unless a majority of the votes of the Owners are cast at the meeting to reject the budget, it is ratified, whether or not a quorum is present. In determining whether assessments exceed 10% of similar assessments in prior years, any authorized provisions for reasonable reserves for repair or replacement of the Property, and anticipated expenses by the Association which are not anticipated to be incurred on a regular basis, shall be excluded from the computation.
- 9.04** **NO FORBEARANCE ON ASSESSMENT PAYMENT.** Neither the Association nor the Board shall have authority to forbear the payment of assessments by any Owner.

ARTICLE X

BOOKS AND RECORDS

- 10.01** The Association shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its members, the Board, and committees having any of the authority of the Board, and shall keep at the registered or principal office of the Association a record giving the names and addresses of the members. All books and records of the Association may be inspected by any Owner, or his agent, mortgagee or attorney, for any proper purposes at any reasonable time.

ARTICLE XI
SEAL

- 11.01** The Board may provide for a corporate seal, which shall be in the form of a circle and shall have inscribed thereon the names of the Association and the words "Corporate Seal, Illinois."

ARTICLE XII
AMENDMENTS AND INCORPORATION OF STATUTE

- 12.01** **AMENDMENT PROCEDURE.** These By-Laws may be amended or modified at any time, or from time to time in the same manner as provided in the Declaration for amendments to the Declaration; provided, that no provision of these By-Laws may be amended or modified so as to conflict with the provisions of the Declaration.
- 12.02** **INCORPORATION OF COMMON INTEREST COMMUNITY STATUE.** Notwithstanding anything herein to the contrary, pursuant to the provisions of 735 ILCS 5/9102(d), the provisions of 765 ILCS 605/1 8.5 (c)-(h), shall apply to these By-Laws. To the extent that these By-Laws contain provisions that are contrary to the provisions of said subsections (c)-(h), the provisions of said subsections (c)-(h) shall control, and to the extent that these By-Laws fail to contain provisions satisfying the requirements of said subsections (c)-(h), said requirements shall be deemed incorporated herein.