

BYLAWS  
OF  
CREEKSIDE VILLAGE

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 CREEKSIDE VILLAGE

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BYLAWS OF  
CREEKSIDE VILLAGE  
HOMEOWNERS ASSOCIATION, INC.

ARTICLE I

NAME AND LOCATION

The name of the Corporation is Creekside Village Homeowners Association, Inc., hereinafter referred to as the "Association". The principal office of the Corporation shall be located at 750 West Broadway, Jackson, Wyoming, but meetings of members and directors may be held at such places within the State of Wyoming, County of Teton, as may be designated by the Board of Directors.

ARTICLE II

DEFINITIONS

Section 1. "Association" means Creekside Village Homeowners Association, Inc., a Wyoming Non-Profit Corporation, its successors and assigns.

Section 2. "Owner" means the record owner, whether one or more persons or entities, of a 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 3. "Properties" means that certain real property described in the Declaration of Covenants, Conditions and Restrictions For Creekside Village Homeowners Association, Inc. and such additions thereto as may

hereafter be brought within the jurisdiction of the Association.

Section 4. "Common Area" means all real property dedicated to and owned by the Association for the common use and enjoyment of the Owners.

Section 5. "Limited Common Area" means those portions of the "Common Area" defined above designated as such on the plat of record in the office of the Teton County Clerk and Ex Officio Register of Deeds, which are reserved for the use of a certain lot to the exclusion of all other lots, including but not limited to a yard area and a parking space for certain lots depending upon the type of unit located thereon.

Section 6. Use Of Special Use Areas. There are to be no structures placed in this area or any use made of it whatsoever by the adjacent lot owner. This area is intended to be a privacy strip for these lots that have no or little Limited Common Area adjacent to the Lot. The maintenance of this area shall be the responsibility of the Association; however, the lot owner may maintain this area if a higher level of maintenance than that performed by the Association is desired.

Section 7. "Lot" means any plot of land shown upon any recorded subdivision plat of the properties with the exception of the Common Area, Limited Common Area and Special Use Area, upon which a single unit is located.



Section 8. "Declarant" means H & N CONSTRUCTION COMPANY, its successors and assigns.

Section 9. "Member" means members of the Creekside Village Homeowners Association. "Members" means all the members of the Association, not just those who are record owners of a lot in the aforescribed property.

Section 10. "Declaration" means the Declaration of Covenants, Conditions and Restrictions applicable to the Properties recorded in the Office of the County Clerk, Teton County, Wyoming.

Section 11. "Certificate" & "Articles" means the Articles of Incorporation of the Association.

### ARTICLE III

#### MEETING OF MEMBERS

Section 1. Annual Meetings. The first annual meeting of the members shall be held within one year from the date of incorporation of the Association, and each subsequent regular annual meeting of the members shall be held on the same day of the same month of each year thereafter, at the hour of 7:30 o'clock P.M. If the day for the annual meeting of the members is a legal holiday, the meeting will be held at the same hour on the first day following which is not a legal holiday.

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 of the votes of the Class A 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 or person authorized to call the meeting, either by hand delivery or by mailing a copy of such notice, postage prepaid, at least 15 days before such meeting to each member entitled to vote thereat, addressed to the 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 members entitled to cast, or of proxies entitled to cast, one-tenth (1/10) of the votes of each class of membership shall constitute a quorum for any action except as otherwise provided in the Certificate of Incorporation, the Declaration or these Bylaws. If, however, such quorum shall not be present or represented at any meeting, the members entitled to vote thereat shall have power to adjourn the meeting from time to time, 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 a Board of three (3) directors, who need not be members of the Association.

Section 2. Term of Office. At the first annual meeting the members shall elect three directors for a term of one year and at each annual meeting thereafter the members shall elect three directors for a term of one year.

Section 3. Removal. Any director may be removed from the Board, with or without cause, by a majority vote of all 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 for 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 may be made either by a Nominating Committee or nominations may 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 or more members of the Association. The Nominating Committee shall be appointed by the Board of Directors 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. Election. Election to the Board of Directors shall be by secret written ballot. At such election the members or their proxies may cast, in respect to each vacancy, as many votes as they are entitled to exercise under the provisions of the Declaration. The persons receiving the largest number of votes shall be elected. Cumulative voting is not permitted.

## ARTICLE VI

### MEETINGS OF DIRECTORS

Section 1. Regular Meetings. Regular meetings of the Board of Directors shall be held as determined by the Board, at such place and hour as may be fixed from time to time by resolution of the Board. Should said meeting fall upon a legal holiday, then that meeting shall be held at the same time on the next day which is not a legal holiday.

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 a 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, publish, and amend rules and regulations governing the personal conduct of the members and their guests on the Properties and the use of the Common Area and the facilities thereon. The Board of Directors shall have the power to levy fines against the Lot

Owners for violation thereof or to establish penalties for the violation thereof. Collection of fines may be enforced against the Lot Owner or Owners responsible as if the fines were a common charge owed by the particular Lot Owner or Owners; and

(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 60 days for infraction of published rules and regulations; and

(c) exercise for the Association all powers, duties and authority vested in or delegated to this Association and not reserved to the membership by other provisions of these Bylaws, the Certificate of Incorporation or the Declaration; and

(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; and

(f) to pay all utility bills as may be properly assessed against the Association.

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; and

(b) supervise all officers, agents and employees of this Association, and to see that their duties are properly performed; and

(c) as more fully provided in the Declaration, to:

(1) fix the amount of the annual assessment against each Lot at least thirty (30) days in advance of each annual assessment period; and

(2) send written notice of each assessment to every Owner subject thereto at least fifteen (15) days in advance of each annual assessment period; 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; and

(e) procure and maintain adequate liability and hazard insurance on property owned by the Association and provide, as it deems appropriate, officers, Director and employee liability insurance coverage; and

(f) cause all officers or employees having fiscal responsibilities to be bonded, as it may deem appropriate; and

(g) cause the Common Area to be maintained; and

(h) cause exterior maintenance of all improvements on the properties to be performed as deemed appropriate.

Section 3. Violation By Lot Owners. The violation of any rule or regulation adopted by the Association, or the breach of any Bylaw contained herein, or the breach of any provisions of the Declaration, shall give the Board of Directors the right, in addition to any other rights set forth in these Bylaws:

(a) To enter the Lot in which, or as to which, such violation or breach exists and to summarily abate and remove at the expense of the defaulting Lot Owner, any structure, thing, or condition that may exist therein contrary to the intent and meaning of the provisions hereof, and the Board of Directors shall not thereby be deemed guilty in any manner of trespass; and

(b) To enjoin, abate or remedy by appropriate legal proceedings, either at law or in equity, the continuance of any such breach; and

(c) To levy charges against any Lot Owner in the amount equal to damages sustained by virtue of such Lot Owner's violation of the intent and meaning of the provisions of the Declaration, these Bylaws or of the rules and regulations promulgated thereunder, or that of guests or tenants under his control upon finding thereof by the Board; and

(d) To levy summary fines pursuant to the Declaration. Provided, however, that the Lot Owner against whom this provision is sought to be applied shall be accorded the following rights:

(i) adequate notice of default with a right to cure the default;

(ii) an opportunity to defend himself against the allegations of a violation;

(iii) an opportunity to cross-examine witnesses;

(iv) an opportunity to receive a hearing before the Board;

(v) findings of fact must be prepared by the Board in accordance with the evidence presented; and

(vi) any penalty or fine imposed shall be reasonably proportionate to the offense.

## ARTICLE VIII

### OFFICERS AND THEIR DUTIES

Section 1. Enumeration of Officers. 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 as 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 reasonable 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 term 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:

(a) President. 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 and shall co-sign all checks and promissory notes.

(b) Vice-President. 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.

(c) Secretary. 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 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.

(d) Treasurer. The treasurer shall receive and deposit in appropriate bank accounts all 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; cause an annual audit of the Association books to be made by a public accountant at the completion of each fiscal year; and shall prepare an annual budget and a statement of income and expenditures to be presented to the membership at its regular meeting and deliver a copy of each to the members.

#### ARTICLE IX

##### COMMITTEES

The Association shall appoint an Architectural Control Committee, if provided in the Declaration, and a Nominating Committee, as provided in these Bylaws. In addition, the Board of Directors shall appoint other committees as deemed

appropriate in carrying out its purpose. The Board may appoint themselves to serve on any committee.

#### 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 Certificate of Incorporation and the Bylaws 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 AND FINES

As more fully provided in the Declaration, each member is obligated to pay to the Association annual and special assessments and fines, which shall be secured by a continuing lien upon the property against which the assessment is made or that belongs to the Lot Owner subject to a fine. Any assessments or fines 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 twelve percent (12%) per annum. The Association may bring an action at law against the Owner personally obligated to pay any assessment or fine, 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 or fine. No Owner may waive 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 within its circumference the words: Creekside Village Homeowners Association, Inc., a Wyoming Non-Profit Corporation.

#### ARTICLE XIII

##### AMENDMENTS

Section 1. These Bylaws may be amended, at a regular or special meeting of the members, by a vote of a majority of a quorum of members present in person or by proxy, except that if the Federal Housing Administration or the Veterans Administration shall make any mortgage loans within the Properties they shall have the right to veto amendments while there is a Class B membership.

Section 2. In the case of any conflict between the Certificate of Incorporation and these Bylaws, the Certificate shall control; and in the case of any conflict between the Declaration and these Bylaws, 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 31st 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 Creekside Village Homeowners Association, Inc., have hereunto set our hands this 5<sup>th</sup> day of JULY, 1989.

Walter S. Kuff  
Jerry Oehlschlag  
Dona Huebner

CERTIFICATION

I, the undersigned, do hereby certify:

THAT I am the duly elected and acting secretary for Creekside Village Homeowners Association, Inc., a Wyoming Non-Profit Corporation, and,

THAT the foregoing Bylaws constitute the original Bylaws of said Association, as duly adopted at a meeting of the Board of Directors thereof, held on the 5<sup>th</sup> day of JULY, 1989.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said Association this 5<sup>th</sup> day of JULY, 1989.

Dona Huebner  
Secretary

Seal



FIRST AMENDMENT TO THE  
BYLAWS OF  
CREEKSIDE VILLAGE HOMEOWNER'S ASSOCIATION

This amendment made following the 1997 annual meeting of homeowners by a majority of a quorum of the members in attendance.

WHEREAS ARTICLE XIII, Amendments, of the Bylaws of Creekside Village Homeowner's Association provide that the bylaws may be amended at a regular or special meeting of the members, by a vote of a majority of a quorum of members present in person or by proxy; and

WHEREAS it was proposed that ARTICLE IV, Section 1, Number, be amended to provide that the association be managed by a Board of seven directors all of whom must reside within their respective Creekside unit.

NOW THEREFORE the Bylaws are amended as follows:

1. Section 1, Number, of Article IV, Board Of Directors, Selection; Term Of Office is deleted in its entirety and replaced with the following:

The affairs of the Association shall be managed by a Board of seven (7) directors, each of whom must reside within their respective Creekside unit.

  
Secretary

SECOND AMENDMENT TO THE  
BYLAWS OF  
CREEKSIDE VILLAGE HOMEOWNER'S ASSOCIATION

This amendment made following the 1998 annual meeting of homeowners held on February 26, 1998 at the Virginian Convention Center in Jackson, Wyoming, by a majority of a quorum of the members in attendance.

WHEREAS ARTICLE XIII, Amendments, of the Bylaws of Creekside Village Homeowner's Association provides that the bylaws may be amended at a regular or special meeting of the members, by a vote of a majority of a quorum of members present in person or by proxy; and

WHEREAS ARTICLE IV, Section 1, Number, was amended at the 1997 annual meeting to provide for a seven member board, but the members desire to amend the same again to provide for staggered terms and to require that all directors of the association be actual owners of a Creekside unit who need not necessarily reside in their respective unit.

NOW THEREFORE the Bylaws are amended as follows:

1. Section 1, Number, of Article IV, Board Of Directors, Selection; Term Of Office is deleted in its entirety and replaced with the following:

The affairs of the Association shall be managed by a Board of seven (7) directors, each of whom must be a record owner of a Creekside unit but need not reside in their respective unit.

2. Section 2, Term of Office, of Article IV, Board Of Directors, Selection; Term Of Office is deleted in its entirety and replaced with the following:

At the 1998 annual meeting, the members shall elect seven directors, two of which shall be for a term of one year, two of which shall be for a term of two years, and three of which shall be for a term of three years. Thereafter, the one year terms shall be elected annually, the two year terms every two years, and the three year terms every three years.

  
Secretary

THIRD AMENDMENT TO THE  
BYLAWS OF  
CREEKSIDE VILLAGE HOMEOWNER'S ASSOCIATION

This amendment made following the 1998 annual meeting of homeowners held on February 26, 1998 at the Virginian Convention Center in Jackson, Wyoming, by a majority of a quorum of the members in attendance.

WHEREAS ARTICLE XIII, Amendments, of the Bylaws of Creekside Village Homeowner's Association provides that the bylaws may be amended at a regular or special meeting of the members, by a vote of a majority of a quorum of members present in person or by proxy; and

WHEREAS a majority of a quorum of the members in attendance did vote as described below; and

WHEREAS ARTICLE IV, Section 1, Number, was amended at the 1997 annual meeting to provide for a seven member board, but the members desire to amend the same again to provide for staggered terms and to require that all directors of the association be actual owners of a Creekside unit who need not necessarily reside in their respective unit; and additionally, the Board desires to have some flexibility in setting the annual meeting of members.

NOW THEREFORE the Bylaws are amended as follows:

1. Section 1, Number, of Article IV, Board Of Directors, Selection; Term Of Office is deleted in its entirety and replaced with the following:

The affairs of the Association shall be managed by a Board of seven (7) directors, each of whom must be a record owner of a Creekside unit but need not reside in their respective unit.

2. Section 2, Term of Office, of Article IV, Board Of Directors, Selection; Term Of Office is deleted in its entirety and replaced with the following:

At the 1998 annual meeting, the members shall elect four directors, for a total of seven directors. Thereafter the terms of all the directors shall be