

1 **BY-LAWS OF OAK HILLS LAKE DEVELOPMENT ASSOCIATION, INC..**

2 **BATON ROUGE, LOUISIANA**

3 **Amended March 2008**

4

5 **ARTICLE I**

6 **Membership**

7 **Section 1:** The voting membership in this corporation shall be that defined in the charter of the  
8 corporation.

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10 **Section 2:** The annual meeting of the membership shall be held in the month of October at such time  
11 as selected by the President. There shall be ten days prior notice to all owners of lakefront property.  
12 Prior notice of voting will be given one month prior to Annual Meeting through an agenda. **Written** proxy  
13 votes will also be counted. **No Member present at the Annual Meeting shall be allowed to cast more than**  
14 **two (2) proxy votes on behalf of other Members.**

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16 **Section 3:** The President of the corporation may call special meetings of the membership as seems  
17 advisable in the opinion of the Board of Directors and must call a meeting upon written request of ten  
18 members of the corporation. No special meeting may be called without ten days prior notice to all  
19 members of the corporation.

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21 **Section 4:** A quorum of the membership of the corporation shall be ~~not less than 17 members~~ **a majority of**  
22 **paid Members for the General Membership meeting. Members may participate and vote at the General**  
23 **Membership meeting via telephone, email or written proxy.**

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25 **Section 5:** The membership year for Corporate Members shall run from January 1 through  
26 December 31.

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28 **Section 6:** Any proposed change or amendment to the By-laws must be submitted in writing to the  
29 President of the Board at least six months prior to the next general membership meeting.

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31 **ARTICLE II**

32 **Board of Directors**

33 **Section 1:** It shall be the duty of the Board of Directors to conduct all of the corporate and financial  
34 affairs of this corporation.

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36 **Section 2:** The Board of Directors shall be responsible for the development and maintenance of the  
37 lake, and for regulating the use of the lake for the benefit of the members of this association.

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39 **Section 3:** The Board shall be responsible for the preparation of an annual budget and an annual  
40 program for accomplishing the purposes of Section 2.

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42 **Section 4:** The Board shall submit its annual budget to the members of the corporation together with  
43 all dues, special assessments required for the raising of funds to meet the annual budget, provided that  
44 no assessments shall be made and no fixed dues determined without prior consent of a **two thirds (2/3)**  
45 majority of the

46 members of the corporation **at each annual meeting.** AOI line 66

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**Section 5:** The Board may provide for such standing committees as it deems proper to carry out the proper objectives and functioning of the program.

**Section 6:** A meeting of the Board of Directors of the corporation for the election of officers and for other necessary business is to be held on the same day as, and immediately following, the general annual membership meeting. It shall be called in the same notice in which the general annual membership meeting is called.

**Section 7:** The Board shall meet at least four times each year, once during each quarter period of the calendar year. Special meetings of the Board of Directors of this corporation may be called by the President when the occasion requires and must be called and the notice issued by the secretary when requested in writing by five members of the Board of Directors. All Board meetings are open to Association members and notice of dates and location of all Board meetings will be sent to members. In the event a member wishes to speak at said meeting, they shall notify the Board President in writing at least (1) week prior to the scheduled meeting.

**Section 8:** Any member of the Board of Directors of this corporation who shall fail to be present at three consecutive regular meetings of this corporation shall automatically forfeit a place upon this Board and the Active membership of the Board shall fill such vacancy with an appropriate member.

**Section 9:** A quorum of the Board shall consist of five members as provided in the Charter of this corporation.

**Section 10:** The immediate past president of the Association shall automatically be a member of the Board of Directors until such time as his successor has been qualified.

**Section 11:** Board members have term limits of three years duration and a limit of two consecutive terms. **Bylaws committee recommends deletion of this section.**

**ARTICLE III**

**Duties of the Officers**

**Section 1:** The officers of this corporation, in order of authority, shall be: President, ~~Vice President~~, ~~Treasurer~~ **Vice President/Treasurer (AOI line 112)** and Secretary. If one of the officers is absent or otherwise unable to act on Association matters, his duties shall be taken over by the officer next lower in authority. If the Secretary is absent or unable to act, the President shall select one of the members of the Board to serve as a temporary Secretary.

**Section 2:** The duties of the President of this corporation are to carry out the affairs of the corporation, the directives and policies of the Charter, the By-Laws, the Board of Directors and any special desire of a majority of the membership of the corporation.

93 **Section 3:** The duties of the ~~Vice President~~ **Vice President/Treasurer** are to act in the absence or inability of  
94 the President, and  
95 to perform such other duties as provided by the Board of Directors. **The duties shall also include depositing**  
96 **the property and funds of the corporation in a**  
97 **recognized bank. All monies issued by and in the name of the Association shall be issued by check**  
98 **and supported by a proper voucher. The Vice President/Treasurer of this corporation shall be responsible**  
99 **for the**  
100 **collection of all monies from the membership and other persons participating in the program of the**  
101 **association.**

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106 ~~**Section 4:** The duties of the Treasurer shall be to deposit the property and funds of the corporation in a~~  
107 ~~recognized bank. All monies issued by and in the name of the Association shall be issued by check~~  
108 ~~and supported by a proper voucher. The Treasurer of this corporation shall be responsible for the~~  
109 ~~collection of all monies from the membership and other persons participating in the program of the~~  
110 ~~association.~~

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112 **Section 5:** It shall be the duty of the Secretary to take the minutes of the meetings of the membership  
113 and the Board of Directors. It shall be the duty of the Secretary to keep all records of the corporation  
114 and upon the direction of the President, to issue the call for all meetings of the membership and the  
115 Board of Directors. It shall be the duty of the Secretary to notify the membership of fees and/or  
116 assessments which may be levied.

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118 **Section 6:** All officers of the corporation shall be responsible for the conduct of their respective  
119 offices until such time as their successors have been elected.

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121 **Section 7:** The President of the corporation shall not be eligible to succeed himself in office.

122 **The Bylaws Committee recommends deletion of Section 7.**

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124 **Section 8:** The President of the corporation shall have been a Board member for at least one year  
125 before his election.

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## 127 **ARTICLE IV**

### 128 **Standing Rules and Regulations**

129 **Section 1:** Remuneration of Officers: No officer or member of the Board of Directors of this  
130 corporation nor any committeeman or woman shall draw any remuneration in payment of services  
131 rendered in the function of their office.

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133 **Section 2: Finance:** The Board shall have authority to establish a budget and recommend to  
134 membership of the Association membership fees, annual dues and any special assessments which may,  
135 in the opinion of the Board be advisable. All special assessments of levies shall be submitted in  
136 writing by the Secretary to all members of the corporation providing them with a convenient ballot to  
137 approve or reject such fees, assessments, or levies. A period not to exceed thirty days after notification  
138 of the membership shall be allowed for replies to the office of the Secretary who shall report the results

139 of this ballot to the Board of Directors.

140 **Section 3:** There shall be the following standard committees of the corporation, to be appointed by the  
141 President: Development Committee and Rules Committee.

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143 **Section 4: Rules:**

144 **1.** It shall be the duty of all members of this corporation and all persons utilizing the premises  
145 of any member of the corporation to protect the rights of the individual members of the  
146 association to the best of their ability.

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148 **2.** Only members of this corporation and their families shall enjoy the privileges offered  
149 by this corporation.

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153 **3.** Members of the corporation shall have the privilege of having invited guests for limited  
154 use of the lake. Such guests must be accompanied by a member of the corporation  
155 (or one of his immediate family) during their use of the lake. The member is reminded  
156 that consideration for the other members of the association should be a guide line in  
157 the number and frequency of such invitations. It shall be the members' responsibility to  
158 advise the guests of the rules and regulations of the Oak Hills Lake Development  
159 Association. Members are defined as spouses, parents, grandparents of both owners,  
160 children of both owners and their sons and daughters, and brothers and sisters of both  
161 owners, along with their children.

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163 **4.** No member or person shall either place or cause to be placed in the waters of the lake  
164 any vegetation, fish, or waterfowl without the express approval of the Board of Directors.

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166 **5.** All boats belonging to members of the association must be marked with their lot number  
167 and decal.

168

169 **6.** It shall be unlawful to operate any gasoline driven motor on Oak Hills Lake, except by  
170 permission of the Board of Directors. Such permission shall be restricted to those  
171 members performing official lake maintenance missions.

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173 **7.** No piers, docks, or other fixed structures shall be built into the waters of the lake.

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175 **8.** There shall be a closed season on all fishing from March 1 through May 1 unless  
176 specifically suspended by the Board of Directors. *The Bylaws Committee recommends deletion of Rule 8.*

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178 **9.** Fishing regulations will be formulated by the Board of Directors on an annual basis  
179 and distributed to the membership.

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181 **10.** Launching of boats or fishing from the dam or weir is prohibited

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183 Please note the definitions section is new.

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## DEFINITIONS

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187 **Business** – the Board may conduct business electronically

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189 **Charter** – the Articles of Incorporation

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191 **Development Committee** – shall keep abreast of the latest recommendations regarding maintenance of  
192 the health of the lake

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194 **Member** –any lake front property owner who has paid membership fees/and or annual dues and has  
195 agreed to abide by the Constitution (AOI) and Bylaws of this association.

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197 **Members on record** – shall be all who have paid membership fees for the year on the date of question

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199 **Present for meetings** – attendance via telephone or conference call is acceptable

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201 **Qualify** – to meet the qualifications for becoming a board member as described in these Bylaws

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203 **Rules Committee** – shall establish and distribute rules for use of the Lake

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