# IDLEWILDE ESTATES PROPERTY OWNERS ASSOCIATION, INC.

(A Nonprofit Corporation)

# BY- LAWS (Amended 2021)

#### ARTICLE I

#### **IDENTIFICATION**

1.01 The name of the association is IDLEWILDE ESTATES PROPERTY OWNERS ASSOCIATION, INC.(IPOA)

This Association is formed in order that it may solve the problems of common interest, cultivate and maintain friendly and mutual cooperation with each other and to care for and maintain the Common Properties held in the name of Idlewilde Property Owners Association and to insure and preserve the present and future character and welfare of the Community heretofore established and promote participation of its members in select Social, Cultural and Civic Activities and to maintain a high standard for the properties situated in the community known as Idlewilde Estates.

# 1.02 DEFINITIONS

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Article A section of a legal document that deals with a specific point.

Board Member Someone elected or appointed to the IPOA Board of Directors

Common Grounds Owned by the community, (i.e. the park, reserve, boat yard,

clubhouse)

Website Idlewilde Property Owners Association (IPOA) shall maintain a

Website with the user name: Idlewildelakelivingston.com

Covenants An agreement that is binding to all parties.

By-Laws A law of local or limited application specifying what things may be

regulated by the bylaw, or it can refer to the internal rules of an

organization.

Deed Restrictions Real estate deed restrictions are restrictions that place limitations on the

use of the property.

Executive Session Meeting of the Board of Directors that is not a public meeting of the

membership and is restricted to Directors and limited invited Committee members with pertinent information for discussion and actions that effect individual members. A general description of the subject is included on

the Agenda.

Forms A document used to track information and document our business

transactions.

Policy A deliberate plan of action to guide decisions and achieve rational

outcome(s).

Procedure An established or correct method of doing something

Proxy Someone authorized to act for another person

Quorum The number (as a majority) of officers or members of a body that

when duly assembled is legally competent to transact business.

Dedicatory Instrument "Dedicatory Instrument" means each document governing the

establishment, maintenance, or operation of a residential subdivision. The term includes a declaration or similar instrument

subjecting real property to:

 Restrictive covenants, bylaws, or similar instruments governing the administration or operation of a property owners association;

- Properly adopted rules and regulations of the property owners association; or
- All lawful amendments to the covenants, bylaws, instrument, rules or regulations
- Dedicatory documents will be filed with Polk County and maintained on the IPOA website

# 1.03 The general purposes and powers of the association are:

- (a) Subject to the provisions of Part Four of the Texas Miscellaneous Corporation Laws Act, to purchase, lease, or otherwise acquire, improve, construct, own. hold. use, maintain, operate, exchange, mortgage and encumber, sell, convey or otherwise dispose of, real and personal property of every kind, nature or description, as may be necessary or desirable to promote the primary purpose of the association.
- (b) Subject to the provisions of Part Four of the Texas Miscellaneous Corporation Laws Act, to make and perform contracts of every kind for any lawful purpose without limit as to amount with any person, firm, association, corporation, municipality, state, government, or municipal or political subdivision.
- (c) To have and exercise all the rights and powers conferred on non-profit corporations under the Texas Non-Profit Corporation Act, as such law is now in effect or may at any time hereafter be amended.
- (d) To do all other acts necessary or expedient for the administration of the affairs and attainment of the purposes of this association.
- (e) Notwithstanding any of the foregoing statements or purposes and powers, this association shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the primary purpose of this association as set forth in Paragraph

- 1.02 of this Article I, and nothing contained in the foregoing statements or purposes shall be construed to authorize the association to carry on any activity for the profit of its members, or to distribute any gains, profits or dividends to its members as such.
- (f) Upon dissolution of the association or the winding up of its affairs, the assets of the association shall be distributed exclusively to charitable, scientific or educational organizations or such successor organization which would then qualify under the provisions of Section 501 (c) of the Internal Revenue Code and its regulations as they now exist or as they may hereafter be amended.

#### **ARTICLE II**

#### **OFFICES**

- 2.01 The principal office and meeting place of the association shall be located in IDLEWILDE ESTATES Subdivision in Polk County, Texas, or in the general area thereof, as the Board of Directors may determine and the affairs of the association may from time to time require.
- 2.02 The association as a Non-Profit Corporation organized under the provisions of the Texas Non-Profit Corporation Act, shall have and continuously maintain in the State of Texas a registered office and a registered agent, whose office is identical with such registered office, as required by the Texas Non-Profit Corporation Act. The registered office may be, but need not be, identical with the principal office of the association in the State of Texas, and the address of the registered office may be changed from time to time by the Board of Directors.

#### **ARTICLE III**

#### **MEMBERS**

- 3.01 Classes of Members. The association shall have only one (1) class of members. Only persons who are lot owners in good standing in IDLEWILDE ESTATES Subdivision in Polk County, Texas, shall be eligible for voting membership in the Association.
- 3.02 Voting Rights. Each family unit owning a lot or lots in IDLEWILDE ESTATES Subdivision shall be entitled to one vote on each matter submitted to a vote of the members. Ownership of more than one lot shall not entitle a member to more than one vote.
- 3.03 Termination of Membership. The Board of Directors, by an affirmative vote of the members of the Board, may accept the resignation of any member upon their request.
- 3.04 Resignation. Any member may resign by filing a written resignation with the Secretary, but such resignation shall not relieve a member of any obligations for the payment of maintenance fund payments required under the recorded restrictive covenants binding upon all lots and lot owners in IDLEWILDE ESTATES Subdivision, or any dues, assessments or charges against such member theretofore accrued, unpaid and owing to the Association.
- 3.05 Reinstatement. Upon written request by a former member filed with the Secretary, The Board of Directors may, by an affirmative vote of two-thirds of the Board, if such person be then eligible for membership in the Association, reinstate such former member to membership upon such terms as the Board of Directors may deem appropriate.

# ARTICLE IV

#### MEETINGS OF MEMBERS

- 4.0 All meetings (periodic Board of Directors and Membership) will be posted and open to all IPOA members. Prior to any meeting a notice will be posted noting the date, hour and place and the agenda. These notices will be sent to each property owner not later than the 10<sup>th</sup> day nor earlier than the 60<sup>th</sup> day before the meeting. For emergency reasons a meeting can be posted at least 72 hours before the meeting.
  - a. An email will be sent to all members
  - b. An announcement will be posted on the IPOA web site.
- 4.01 Executive Sessions. The Board of Directors will adjourn to Executive Session whenever an issue is addressed that names a member of the Association in any situation that mey place that member in an unfavorable light, e.g., past due fees or assessment, deed restriction violation, request for waivers or any situation that may violate d right under law of that member. Minutes of an Executive Session are sealed for a period of 10 years and are not distributed to the membership or placed on the IPOA web site. When an Executive Session is required, it will be scheduled as the last agenda item of a Board Meeting and all public attendees will be excused from the meeting. The Board may invite specific Committee Members with pertinent information discussed at the Executive Session.
- 4.02 Annual Meetings. The Annual Meeting of the Association shall be held at the discretion of the Board of Directors. The Annual Meeting is for the purpose of electing Directors and for the transaction of other business which may come before the meeting. If the election of Directors shall not be held on the day designated herein for any annual meeting, or at any adjournment thereof; the Board of Directors shall cause the election to be held at a special meeting of the members as soon thereafter as possible.

If the IPOA fails to call the annual meeting within (30) days of demand by an owner, then three or more members of the IPOA may form an election committee and after complying with the procedures of the statutes of the State of Texas have an annual meeting to elect a new board of directors.

- 4.03 Special Meetings. Special Meetings of the members may be called by the President, the Board of Directors by a majority vote, or by not less than a majority of the members having voting rights.
- 4.031 Out of Board Meetings. In the event the Board of Directors are unable to meet in person, a Board may take action outside the normal meeting, including voting by electronic means or telephone without notice to property owners. All Board Members must be given an opportunity to express opinions to other Board Members and to vote. Any action taken Out of Board shall be summarized in the Minutes of the Meeting of the next Board meeting. The Out of Board actions may not consider and vote on: 1. Fines, 2. Damage assessments, 3. Initiation of foreclosure actions, 4. Initiation of foreclosure actions, excluding temporary restraining orders or violations involving a threat to health or safety, 5. Increases in assessments, 6. Levying of special assessments, 7. Appeals from a denial of Architecture Control Committee approval, 8. A suspension of a right of a particular owner before the owner has an opportunity to attend a board meeting to present the owner's position, including any defense, on the issue, 9. lending or borrowing money, 10. The adoption or amendment of a dedicatory document, 11. The approval of an annual budget or the approval of an amendment of an annual budget, 12. The sale or purchase of real property, 13. The filling of a vacancy on the Board, 14. The construction of capital improvements other than the repair, replacement or enhancement of existing capital improvements, or 15. The election of an officer.

- 4.04 Place of Meeting. Any place in IDLEWILDE ESTATES Subdivision in Polk County, Texas, or the nearby Town of Onalaska, Texas, suitable for attendance by the members may be designated as the place for such annual or special meetings of the members.
- 4.0 5 Notice of Annual Meetings. Written or printed notice stating the place, day and hour, of the Annual Meeting and the purpose or purposes of any Special Meeting called, shall be mailed by United States Postal Service to the mailing address in the records of the Secretary for each voting member not less than ten (10) days prior to the meeting.
- 4.06 Waiver of Notice. Notice of any meeting may be waived in writing by any member and shall be filed with the Secretary, or by his attendance at such meeting.
- 4.07 Quorum. At any meeting of the members, the presence in person or by proxy of a majority of the voting members of the Association in attendance or voting absentee shall constitute a quorum to transact business.
- 4.08 Adjournment. If any meeting of the members be adjourned for not more than twenty (20) days, no notice as to the time or place of such adjourned meeting shall be required other than an announcement of same that the meeting at which such adjournment is taken. However, the Board of Directors may at its option give such additional notice to the members as it deems proper to secure their attendance at the adjourned meeting.
- 4.09 Voting by Proxy. Any member may vote by proxy. A proxy shall be valid for a specifically called meeting, not to exceed a 30-day period of time from the date executed by the member, and shall be filed with and maintained in the permanent records of the Secretary. If a member has a proxy on record with the Secretary and is able to attend the meeting, that member may void the proxy with regard to that meeting and vote in person if he or she desires. Any proxy must be given to a member of the Association in attendance at the meeting, which may include any officer or director of the Association. All proxies must be authenticated to the satisfaction of the Secretary of the Association in whatever reasonable manner the Secretary deans necessary. Any vote cast electronically will constitute a written and signed ballot.
- 4.10 The IPOA asserts and protects property owner rights as a member of the armed forces of the United States. If a member or their spouse is serving on active military duty, including active duty as a member of the Texas National Guard or National Guard of another state or as a member of a reserve component of the armed forces of the United States, they need to send a written notice of the active duty military service to the sender of any IPOA notice immediately.
- 4.11 Process: Addendum 1, Election Process will be reviewed annually and revised as necessary by the Board of Directors and presented to the membership at the annual meeting for approval.

#### **ARTICLE V**

#### THE BOARD OF DIRECTORS

- 5.01 Number of Directors. The business and affairs of the Association shall he managed by a Board of Nine (9) Directors, all of who shall be voting members of the Association.
- 5.02 Term of Office. The Board shall consist of nine (9) Directors: Three (3) new Directors shall be elected at the Annual Meeting for a three (3) year term of office for the Three (3) Directors whose terms of office have expired.

- 5.03 Qualifications. Board members should be of good standing within the community and free of any conflicts of interest.
- 5.04 Vacancies. Vacancies upon the Board of Directors may be filled by the affirmative vote of a majority of the remaining Directors, though less than a quorum of the Board. A Director elected to fill a vacancy upon the Board shall be elected for the unexpired term of office of his predecessor in office.
- 5.05 Meetings. The regular Annual Meeting of the Board of Directors shall be held without other notice than this Bylaw, immediately after and at the same place as the Annual Meeting of the Members, for election of Association Officers and such other business as shall come before the Board at such meeting. Other regular meetings of the Board shall be held at the discretion of the President, with consultation with the current Directors. The meeting time and date shall be posted on the Idlewilde POA website and emailed to property owners with address on file with the IPOA. The meetings will be held at the Idlewilde Clubhouse in IDLEWILDE ESTATES Subdivision in Polk County, Texas, or elsewhere as the Board may by a majority vote from time to time designate as its regular meeting place.
- 5.06 Special Meetings. Special Meetings of the Board may be called by or at the request of the President or any two Directors, at the regular meeting place of the Board as may be deemed suitable for such meeting by the person or persons calling such meeting.
- 5.07 Notice. Notice of any Special Meeting of the Board shall be given to all Directors at least three (3) days prior to such meeting unless waived as herein provided. Notice may be give by telephone or email. Any Director may waive notice of any meeting. The attendance of a Director at any meeting shall constitute a waiver of notice of such meeting.
- 5.08 Quorum. A majority of the Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board. If less than a majority of the Directors are present at a meeting, a majority of the Directors present may adjourn the meeting from time to time without further notice.
- 5.09 Manner of Acting. The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, unless the act of a greater number is required by law or by these bylaws.
- 5.10 Compensation. Directors shall not receive any compensation for service in such capacity.

### **ARTICLE VI**

### **OFFICERS**

6.01 The officers of the Association shall be a President, one or more Vice Presidents (the number thereof to be determined by the Board of Directors), a Secretary. a Treasurer, and such other officers as may be elected in accordance with the provisions of this Article. The Board of Directors may elect or appoint such other officers, including one or more Assistant Secretaries and one or more Assistant Treasurers, as it shall deem desirable, such officers to have the authority and perform the duties prescribed, from time to time, by the Board of Directors. Any two or more offices may be held by the same person, except the offices of President and Secretary.

- 6.02 Election and Term of Office. The officers of the Association shall be elected annually by the Board of Directors at the regular annual meeting of the Board of Directors. If the election of officers shall not be held at such meeting, such election shall be held as soon thereafter as conveniently may be. New offices may be created and filled at any meeting of the Board of Directors. Each officer shall hold office until his successor shall have been duly elected and shall have qualified.
- 6.03 Removal. Any officer elected or appointed by the Board of Directors may be removed by the Board of Directors whenever in its judgment the best interests of the Association would be served thereby, but such removal shall be without prejudice or the contract rights, if any, of the officer so removed.
- 6.04 Vacancies. A vacancy in any office because of death, resignation, disqualification or otherwise, may be filled by the Board of Directors for the unexpired portion of the term.
- 6.05 President. The President shall be the principal executive officer of the Association and shall be responsible for the supervision of the business and affairs of the Association. The President shall preside at all meetings of the members and of the Board of Directors. The President may sign, with the Secretary or any other proper officer of the corporation authorized by the Board of Directors, any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors have authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these bylaws or by statute to some other officer or agent of the Association; and in general the president shall perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time. The President is specifically required to: Submit a current Management Certificate to Polk County and to the Texas Real Estate Commission (Electronic submission is permitted); Provide a Resale Certificate upon written request as defined in paragraph 12.06; and Provide current postings to the IPOA website.
- 6.06 Vice President. In the absence of the President or in the event of the President's inability or refusal to act, the Vice President (or in the event there by more than one Vice President, the Vice Presidents in order of their election) shall perform the duties of the President, and when so acting shall have all the powers of and be subject to all the restrictions upon the President. Any Vice President shall perform such other duties as from time to time may be assigned to the Vice President by the President or Board of Directors.
- 6.07 Treasurer. If required by the Board of Directors, the Treasurer shall give a bond for the faithful discharge of the Treasurer's duties in such sum and with such surety or sureties as the Board of Directors shall determine. The Treasurer shall have charge and custody of and be responsible for all funds and securities of the Association; receive and give receipts for moneys due and payable to the Association from any source whatsoever, and deposit all such moneys in the name of the Association in such banks, trust companies, or other depositories as shall be selected in accordance with the provisions of Article VII of these bylaws; and in general perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to the Treasurer by the President or by the Board of Directors.
- 6.08 Secretary. The Secretary shall keep the minutes of the meetings of the members and of the Board of Directors. The minutes are to be emailed to board members for review prior to the next scheduled meeting. Approved minutes will be e-filed. In accordance with the provisions of these bylaws; the Secretary will keep a register of the post-office address and the

email address of each member, which shall be furnished to the Secretary by each member; and, in general, perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to the Secretary by the President or by the Board of Directors.

6.09 Assistant Treasurers and Assistant Secretaries. If required by the Board of Directors, the Assistant Treasurers shall give bonds for the faithful discharge of their duties in such sums and with such sureties as the Board of Directors shall determine. the Assistant Treasurers and Assistant Secretaries in general shall perform such duties as shall be assigned to them by the Treasurer or the Secretary or by the President or the Board of Directors.

6.10 Officers shall receive no compensation for their services, but shall be reimbursed for all out of pocket expenses incurred in behalf of the Association.

#### **ARTICLE VII**

# COMMITTEES

7.01 Special Committees. The President may appoint special committees to exercise the functions required of such a committee. Any member of such committees may be removed by a majority vote of the Board of Directors when in its judgment the best interests of the Association and the lot owners in IDLEWILDE ESTATES Subdivision shall be served by such removal.

7.02 Term of Office. Members of such committees shall serve at the will and pleasure of the Board of Directors, for such terms as is set out in the creation of such committee or until such committee be terminated, the member resigns there from or is removed by the Board or ceases to be a voting member of the Association with non-payment of dues.

7.03 Vacancies. Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of original appointments.

7.04 Quorum. Unless otherwise provided in the Resolution of the Board of Directors creating a committee, a majority of the members of a committee shall constitute a quorum and the act of a majority of the members present at a meeting shall be the act of the committee.

#### **ARTICLE VIII**

# CONTRACTS, CHECKS, DEPOSITS, AND FUNDS

8.01 Contracts. The Board of Directors may authorize any officer or officers, agent or agents of the Association, in addition to the officers so authorized by these bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Association. Such authority may be general or confined to specific instances. Any contract in the amount of \$50,000.00 or more shall be issued following a solicitation of bids from local qualified merchants or contractors.

8.02 Checks and Drafts. All checks, drafts, or orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the Association shall he 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 resolution of the Board of Directors. In the absence of such determination by the Board of Directors, such instruments shall be signed by the Treasurer or an Assistant Treasurer and countersigned by the President or a Vice President or Secretary of the Association.

8.03 Deposits. All funds of the Association shall be deposited from time to time to the credit of the Association in such banks, trust companies, or other depositories as the Board of Directors may select.

8.04 Gifts. The Board of Directors may accept on behalf of the Association any contribution, gift, bequest, or devise for the general purposes or for any special purpose of the Association.

# **ARTICLE IX**

#### AMENDMENT OF BYLAWS

9.0 1 The property owners, in good standing, shall have the power to amend or repeal any By-law of the corporation. Any amendment or repeal of the By-laws shall be effected by a majority of the property owners in attendance at the Annual Meeting having a right to vote. Not withstanding anything said herein to the contrary, it is understood and agreed that a written notice shall be circulated to specify any future change or modification of the By-laws.

#### **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. Board of Directors, and committees having any of the authority of the Board of Directors, and shall keep at the registered or principal office a record giving the names and addresses of the members entitled to vote. All books and records of the Association may be inspected by any member or his agent or attorney for any proper purpose at any reasonable time.

#### **ARTICLE XI**

#### FISCAL YEAR

11.01 The fiscal year of the Association shall begin on the first day of January and end on the last day in December in each year.

### **ARTICLE XII**

### **DUES AND PROCESSES**

12.01 Annual Dues. Each member shall pay annual dues of \$132 (year 2021) per lot owned by the member in IDLEWILDE ESTATES Subdivision. Annual dues (maintenance fees) may be changed to reflect cost increases per the applicable deed restrictions or covenants.

12.02 Payment of Dues. Dues shall be payable by the thirty-first day of January in each fiscal year. Dues of a new member shall be prorated from the first day of the month in which such new member becomes a member, for the remainder of the fiscal year of the Association

12.03 Property owners in default of dues, upon request, will be extended an alternative payment schedule of not less than 3 monthly payments.

- 12.04 Priority of Payment. IPOA applies payments received from members in the following order of priority.
  - a. any delinquent assessments
  - b. any current assessments
  - c. any reasonable attorney's fees or third party collection costs incurred by the IPOA
  - d. any reasonable attorney's fees incurred by the IPPA that are not subject to the IPOA
  - e. any fines assessed by the association
  - f. any other amounts owed to the association.

If the owner is in default under an alternative payment plan entered into with the IPOA:

- a. the IPOA is not required to apply the payments in order of priority specified above
- b. a fine assessed by the IPOA may not be given priority over any other amount owed the IPOA.

12.05 Transfer Fee. This fee of \$50.00 per lot will be assessed at the sale of each property. This fee covers the administrative cost involved when property changes ownership.

12.06 Resale Certificate. A resale certificate containing state mandated information may be requested by a title company or realtor at the sale of property. The request should be in writing. A fee of \$250.00 is charged for the preparation and mailing of the required documents. When acceptable to the requestor, Idlewilde POA can refer them to the subdivision website for governing documents and email other requirements at a reduced charge of \$75.00.

12.07 Management Certificate. The Management Certificate is defined by Texas Property Code Chapter 209. Idlewilde Property Owners Association will file with Polk County a current Management Certificate signed by an officer of IPOA. The Certificate will include: 1) the name of the subdivision, 2) the name of the association, 3) the recording data for the subdivision, 4) the recording data for the declaration, 5) the name and mailing address of the association, 6) the name, mailing address, email address, and phone number of the president of IPOA, and 7) the IPOA website

#### **ARTICLE XIII**

**SEAL** 

13.01 The Board of Directors may provide an Association seal, which shall have inscribed thereon the name of the Association.

# **ARTICLE XIV**

# WAIVER OF NOTICE

14.01 Whenever any notice is required to be given under the provisions of the Texas Non-Profit Corporation Act or under the provisions of the articles of incorporation or the bylaws of the Association, a waiver thereof in writing signed by the person or persons entitled to such notice, shall be deemed equivalent to the giving of such notice.

#### Addendum 1

# IDLEWILDE BOARD OF DIRECTORS ELECTION PROCESS

**Purpose:** The election process is intended to provide guidance to current and future election committees on the election process.

# Policy:

Prior to the annual meeting the IPOA President will appoint three to five members and one as the chairperson to serve as election / nominating committee.

NOTE:

The Board of Directors are elected by voting members of the Idlewilde Property Owners Association.

- a. The Board consists of nine directors, each serving a three-year term.
- b. Three new Directors are elected for a three-year term of office each year at the Annual Meeting of the IPOA.
- c. Candidates for the Board of Directors must be voting members of the IPOA.
- d. Each family unit is allowed one vote.

# **Nominations for board:**

- a. A list of candidates, a proxy form and ballot and time and date of the annual meeting shall be mailed/emailed to all lot owners. Those mailing ballots should write **BALLOT** on the outside of the mailing envelope which shall remain unopened until the counting process begins.
- b. All IPOA members are encouraged to solicit members to serve on the board and/or submit recommendations.
- c. All candidates should be contacted for confirmation of their willingness to run for the board.
- d. Candidates accepting are requested to write a short paragraph about themselves and returned to any board member.

- e. A slate of candidates' and their resumes will be circulated prior to the Annual IPOA meeting.
- f. Write in candidates will be accepted at the annual meeting.

# Election Process: (on the day of the annual meeting)

- a. Election Committee will set up a registration table at entrance.
- b. The Treasurer will give a list of qualified voters to the Election Chairman.
- c. Those persons attending the annual meeting, must sign in at the registration desk, and receive a ballot. One ballot per family is issued.
- d. Members presenting a properly signed proxy(s) form will be issued a ballot for each proxy. Article IV section 4.08 "all proxies will be authenticated to the satisfaction of the

secretary in whatever reasonable manner the secretary deems"). Proxies may be given to any member of the association attending the annual meeting.

- e. Sign in sheets will be used to validate proxy forms. The Election Committee will assure the number of ballots and the number of voting member signatures match.
- f. Counting will be conducted by the election committee.

# **Announcing final results:**

- a. The election committee will present the findings to the president who will verify that there were no conflicts in the counting process and that the findings were signed and validated.
- b. The President of the Board will then ask for a motion to accept the results of the election.
- c. If no objections are noted the president will declare the election results finalized and closed.

#### **Election Results:**

All ballots and proxies will be retained in the official IPOA records for 3 years.

# IDLEWILDE ESTATES PROPERTY OWNERS ASSOCIATION, INC. (A Nonprofit Corporation)

BY- LAWS (Amended 2021)

IDLEWILDE ESTATES PROPERTY OWNERS

ASSOCIATION, INC.

Virginia Romsdahl, President

STATE OF TEXAS COUNTY OF POLK

This instrument was acknowledged before me on the 10 day of 101/102021, by Virginia Romsdahl, President, Idlewilde Estates Property Owners' Association, Inc.

Notary Public, State of Texas

LINDSAY LINDLEY
NOTARY PUBLIC
STATE OF TEXAS
ID # 13296409-6
My Comm. Expires 03-10-2025