

The Sun Hills Association

Article I Name

The name of the association is “The Sun Hills Association, Inc.” It is a nonprofit corporation pursuant to the Colorado Nonprofit Corporation Act.

Article II Purpose

Section 1: To protect and promote the health, safety and best interest of the owners of property in Sun Hills Subdivision.

Section 2: To promote and encourage community and civic spirit, and to foster goodwill and friendship among the residents and property owners.

Section 3: To cooperate with government officials and other civic and public organizations for the general welfare of the entire community surrounding said subdivision

Article III Membership and Voting

Section 1: Each owner(s) of real property in Sun Hills will automatically be eligible to be a Regular Member of the Association. Residents who are other than real property owners in Sun Hills, and non-owners of Sun Hills property, may become Associate Members upon payment of annual dues, and are entitled to all privileges except the right to vote and hold office.

Section 2: A regular member may vote if he is current in payment of dues. He will be entitled to one vote for each membership, except when more than one person owns any lot, all such persons may be members but in no event can more than one vote be cast per lot. Absent members may vote by proxy.

Article IV Dues

Section 1: The fiscal year for the Association will begin July 1st.

Section 2: Annual dues will be determined by the Board of Directors and are payable during July and are past due as of September 1st.

Section 3: A member can regain voting privileges by payment of current annual dues.

Section 4: The annual dues for new members are payable for the entire year.

Section 5: Prepaid regular membership dues will be transferred to new property members.

Article V Meeting of Members

Section 1: The Annual Meeting of the Sun Hills Association will be held during the first quarter of the fiscal year at a time and place to be determined by the Board of Directors.

Section 2: Special meetings of the members may be called by the President or the Board of Directors, or by written request of at least one-tenth of the voting members of the Association

- Section 3:** Written notice of an Annual or special meeting will be mailed or personally delivered to each member at least two weeks before such meeting is to be held.
- Section 4:** Emergency meetings may be called by a majority vote of the Board of Directors with a minimum of three days' notice to members within a radius of 50 miles.
- Section 5:** The rules contained in the current edition of Robert's Rules of Order Newly Revised will govern the Association in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Association may adopt.

Article VI Officers and Duties

- Section 1:** The officers of the Association will be a **President**, a **Vice-President**, a **Secretary** and a **Treasurer**.
- Section 2:** The **President** will be the chief administrative officer of the Association, and will preside at all meetings. He will also serve as Chairman of the Board of Directors. He may appoint standing and special committees as needed.
- Section 3:** The **Vice-President** will perform the duties of the President in the absence of the President, and will serve as chairman of the nominating committee.
- Section 4:** The **Secretary** will maintain a complete and accurate record of all association and Board meetings, and will undertake all correspondence. He will issue notices of all meetings in advance and will supervise all elections. He will maintain a roster of members. He is custodian of all corporation documents, and will prepare an annual report.
- Section 5:** The **Treasurer** will maintain accurate financial records. He will receive, deposit, and disperse funds of the Association by approval of the Board of Directors. He will prepare or cause to be prepared all tax forms and declarations as required.
- Section 6:** All officers and directors will bring to the annual meeting all official records of the Association.
- Section 7:** No officer or director will receive any salary or compensation, except the reimbursement for any authorized expenses incurred in the Association's business may be made.
- Section 8:** The term of office for all officers will be for one year and will run from annual meeting to annual meeting or until a successor is designated.
- Section 9:** Any vacancy will be filled by appointment by the Board of Directors for the unexpired term of office vacated.

Article VII Board of Directors

- Section 1:** There will be a Board of Directors, chaired by the Association President, composed of the elected or appointed officers of the Association, the chairman of the Architectural Control Committee, and the immediate past president of the Association.
- Section 2:** The business management and the affairs of the Association will be under the direction of the Board of Directors.
- Section 3:** The Board of Directors cannot expend funds or incur liabilities that are in excess of current assets.
- Section 4:** Any director can be removed from office by a majority vote of the members of the Association.

**Article VIII
Election**

- Section 1:** Officer nominations will be made by the Nominating Committee.
- Section 2:** A list of nominations will be included in the written notification of the annual meeting. Nominations may be made from the floor at the annual meeting. Persons nominated from the floor who are not present must have submitted written permission

**Article IX
Architectural Control**

The Architectural Control Committee is an independent but supportive body to the Association and will be responsive to the recommendations and suggestions of the Association. The Association acts through the Architectural Control Committee to enforce the protective covenants.

**Article X
Amendments**

- Section 1:** Proposed changes to the Bylaws and/or Articles of Incorporation will be included in a thirty-day written notification of the meeting in which they will be voted on.
- Section 2:** These Bylaws and/or Articles of Incorporation may be changed by a majority of the eligible voting members present as such meeting or represented by proxy.

**Article XI
Dissolution**

In the event of the dissolution of The Sun Hills Association, Inc., all assets, after the payment of debts, will be distributed to an educational or charitable organization chosen by the Association members.