

BY-LAWS  
OF THE VILLA CITY HOMEOWNERS' ASSOCIATION

ARTICLE I  
NAME

The name of this association shall be the Villa City Homeowners' Association, to be referred to as the VCHA in these By-Laws.

ARTICLE II  
OBJECTIVES

The objectives of the VCHA shall be:

- (1) to facilitate and coordinate communications between the individual homeowners of the VCHA in matters of policy affecting the welfare of all members of the VCHA, and
- (2) to insure that the members are represented in appropriate hearings and studies by governmental boards, commissions or councils in matters which affect the VCHA and its homeowners, and
- (3) to cooperate, to whatever extent is feasible, with other organizations and/or committees in carrying out activities of mutual benefit to the members of the VCHA.

ARTICLE III  
MEMBERS

SECTION 1- Members shall be those individuals and their spouses who are owners of homes and/or land located within 2000 feet of Lake Lucy, Lake Emma, Lake Spencer (or Mead), Lake Desire, Lake Morgan, Lake Arthur, Moon Lake, and the Palatlahaha River (creek) from the Florida Route 19 bridge to the Villa City Dam, all in Lake County, Florida.

SECTION 2- Others homeowners and/or land owners having a common interest in the objectives of the VCHA may apply to the Executive Committee for membership in the VCHA, subject to the approval of a majority of the members at the next meeting.

SECTION 3- Members in Good Standing are those members who have paid their annual dues giving them the privilege of voting at meetings.

ARTICLE IV  
DUES AND ASSESSMENTS

SECTION 1- There shall be annual dues of \$5.00 per member, or \$10.00 per family.

SECTION 2- Assessments may be made only by a resolution of necessity affirmed by a majority of the entire Executive Committee and approved by a majority of the entire membership either by written vote or in person at a meeting called for the purpose of approving an assessment.

## ARTICLE V OFFICERS AND DIRECTORS

SECTION 1- The officers of the VCHA shall be a President, a Vice-President, a Secretary and a Treasurer. These four officers shall be elected annually from the membership by a majority vote of the members present at the Annual Meeting.

### SECTION 2- Duties of the Officers:

The President is the principal executive officer of the VCHA and shall preside at all meetings of the VCHA and the Executive Committee, represent the VCHA in all its activities and be the spokesperson at all transactions, schedule meetings of the Executive Committee when deemed necessary, appoint all committee chairpersons, and see that all business of the VCHA is transacted properly. The President shall be an ex officio member of all committees except the Nominating Committee.

The Vice President assists the President. In the absence of the President, the Vice President shall temporarily assume the duties of the President. The Vice President is a member of all committees and shall report to the Executive Committee on all committee activities. The Vice President does not automatically accede to the Presidency if that office is permanently vacated. Either the President or the Vice President must be a full-time resident of the area described in Article III, Section 1.

The Secretary keeps complete and accurate minutes of all VCHA meetings and Executive Committee meetings, maintains all records except financial accounts, handles all correspondence for the VCHA and is responsible for notifying the membership of the VCHA activities.

The Treasurer receives all moneys of the VCHA and keeps accurate records of income and expenses, disburses all moneys spent by the VCHA, and keeps an accurate roster of members in good standing. The Treasurer is to present a report at each meeting or at other times when requested by the President. The Treasurer's accounts shall be audited annually by the audit committee appointed by the President before the Annual Meeting. The Treasurer serves without bond. There shall be three persons authorized to sign checks for the VCHA--the Treasurer, the President and the Vice President.

SECTION 3- There shall be five Directors of the VCHA, each Director being elected from the membership by written ballot of the membership for a term of two years. However, the initial election shall elect the five Directors with the three receiving the greater number of votes serving a term of two years and the two receiving the lesser number of votes serving a term of one year. Each year thereafter the membership shall elect two Directors in even numbered years and three Directors in odd numbered years.

SECTION 4- No member shall hold more than one office at a time and in case of a vacancy in any office occurring between Annual Meetings, the vacancy shall be filled by a majority vote of the Executive Committee, and the member so elected shall serve until the next Annual Meeting or until his successor is elected.

SECTION 5- A Nominating Committee of five members shall be appointed by the President and its duty shall be to nominate candidates to fill the terms vacated on the Executive Committee at the Annual Meeting of the VCHA. Nominations from the floor will be accepted before the election at the Annual Meeting.

SECTION 6- The President shall have the authority to appoint, subject to approval by the Executive Committee, a Historian of the VCHA. The duties of the Historian shall be to maintain a historical record of the VCHA other than that kept by the Secretary or the Treasurer. Such records would include, but not necessarily be limited to, photographic records or albums, newspaper articles, records of events or projects involving the VCHA, copies of reference materials from programs presented to or by the VCHA at meetings, materials or information involving actions by the VCHA as a group concerning such things as zoning, traffic or environmental issues and maps of the VCHA area if available. The Executive Committee may also ask the Historian to provide other services related to the position. The Historian shall be a non-voting member of the Executive Committee.

## ARTICLE VI MEETINGS

SECTION 1- The Annual Meeting of the VCHA shall be held on the first Sunday in March at 3:00 pm at a place specified by the Executive Committee, unless otherwise ordered by the Executive Committee, for the purpose of electing Officers and Directors, receiving reports of officers and committees and for any other business which may arise.

SECTION 2- Special Meetings of the VCHA may be called by the Executive Committee and may be called upon written request of 25 members of the VCHA. The purpose of the special meeting shall be stated in the call. Except in the cases of emergencies, at least ten days' notice shall be given by telephone or mail.

SECTION 3- One third of the members of the VCHA shall constitute a quorum at any meeting of the VCHA.

## ARTICLE VII THE EXECUTIVE COMMITTEE

SECTION 1- The Executive Committee shall consist of the four Officers and the five Directors.

SECTION 2- No member of the Executive Committee or any other member of the VCHA shall be paid a fee for his services. However, any member of the Executive Committee or the VCHA may request reimbursement for out of pocket expenses in connection with service for the VCHA when such service is authorized by the Executive Committee.

SECTION 3- The Executive Committee shall have general supervision of the affairs of the VCHA between its meetings, fix dates, hours, and place of meetings, make recommendations to the VCHA and perform such other duties which are delegated to it or are specified in the By-Laws. The Executive Committee shall be subject to the orders of the VCHA and none of its acts shall conflict with the action directed by the VCHA.

SECTION 4- Meetings of the Executive Committee shall be called by the President or upon request of three members of the Executive Committee.

SECTION 5- Five members of the Executive Committee in attendance at any meeting of the Executive Committee, due notice thereof having been provided to each member of the Committee, shall constitute a quorum for the purpose of transacting the business of the Executive Committee. In the event a quorum is not present, the members in attendance shall adjourn the meeting to meet again when a quorum can be present.

ARTICLE VIII  
COMMITTEES

Such committees as shall appear to be essential to the conduct of the affairs of the VCHA shall be appointed by the President with a concurrence of the majority of the Executive Committee.

ARTICLE IX  
PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Roberts' Rules of Order Newly Revised shall govern the VCHA in all cases in which they are applicable and which are not inconsistent with these By-Laws and any special rules of order which the VCHA shall adopt.

ARTICLE X  
AMENDMENT OF BY-LAWS

These By-Laws can be amended at any regular or special meeting of the VCHA by a majority of the members attending provided the members shall have been notified of the proposed amendment at least two weeks prior to the date of the meeting.

Amendment Number 1 March 6, 1988

Amendment to Article IV, Section 1.  
Annual dues changed to \$5.00 per member or \$10.00 per household.  
(This change is incorporated in the text)

Amendment Number 2 September 11, 1996

Amendment to Article III, Section 1.  
Members may include land owners as well as homeowners and added Moon Lake.  
(This change is incorporated in the text)

Amendment Number 3 March 29, 1998

Amendment to Article V, Sections 1 and 3.  
Requires Officers and Directors to be elected from the membership.

Amendment to add Article V, Section 6.  
Creates the position of Historian.  
(These changes are incorporated in the text.)