

BY-LAWS OF LAKE RIDGE MEADOWS HOMEOWNERS ASSOCIATION, INC.

ARTICLE I
NAME AND LOCATION

The name of the corporation is LAKE RIDGE MEADOWS HOMEOWNERS ASSOCIATION, INC., hereinafter referred to as the "Association." The principal office of the corporation is located at 233 W. Walnut, Independence, Missouri, but meetings of members and directors may be held at such places within the State of Missouri, County of Jackson, as may be designated by the Board of Directors.

ARTICLE II
DEFINITIONS

- 2.1 "Association" shall mean and refer to Lake Ridge Meadows Homeowners Association, Inc., its successors and assigns.
- 2.2. "Board/Board of Directors" The affairs of the Association shall be managed by a Board of up to five directors (the Board) who shall be members of the Association.
- 2.3. "Common Area" shall mean all real property (including improvements thereto) owned by the Association for the common use, enjoyment and benefit of the members of the Association.
- 2.4. "Declarant" shall mean and refer to Lake Ridge Development Co., their successors and assigns.
- 2.5. "Declaration" shall mean and refer to the Declaration of Covenants, Conditions and Restrictions of Lake Ridge Development Co. relating to Lake Ridge Meadows, a subdivision in Lee's Summit, Jackson County, Missouri recorded in the Office of the Recorder of Deeds of Jackson County, Missouri at Independence or as same may be amended from time to time as therein provided.
- 2.6. "Dwelling" shall mean a single-family residence.
- 2.7. "Lot" shall mean and refer to any separately designated or numbered plot of land shown upon any recorded subdivision map of any phase of the Lake Ridge Meadows, subdivision or additions thereto, excepting the Common Area.
- 2.8. "Member" shall mean and refer to every person or entity that holds membership in the Association.
- 2.9. "Mortgage" shall mean a conventional mortgage or a deed of trust.
- 2.10. "Mortgagee" shall mean a holder of a conventional mortgage or a beneficiary under or holder of a deed of trust.
- 2.11. "Owner" shall mean and refer to the record owner, whether one or more persons or entities, of a fee simple title to any Lot or other land which is a part of the Property and which is subject to this Declaration, including contract sellers, but excluding those having such interest merely as security for the performance of an obligation.
- 2.12. "Property" shall mean and refer to that certain real property hereinbefore described, and such additions thereto as may hereafter be brought within the jurisdiction of the Association.
- 2.13. "Supplementary Declaration" shall mean and refer to any declaration of covenants, conditions or restrictions which may be recorded by the Declarant which contain some complementary provisions in relation to the Property or any portion thereof as authorized herein and is reasonably related to the general welfare of the Owners and occupants within the Property or the portion thereof affected by same.

ARTICLE III
ASSOCIATION MEMBERSHIP

Every person or entity who is a record owner of a fee or undivided fee interest in any portion of the property which is subject to the Declaration, including contract sellers, shall be a member of the Association. The foregoing is not intended to include persons or entities that hold an interest merely as security for the performance of an obligation. No Owner shall have more than one membership. Membership shall be appurtenant to and may not separate from ownership of any real estate which is subject to assessment by the Association. Ownership of such property shall be the sole qualification for membership.

ARTICLE IV
MEETING OF MEMBERS

4.1. Annual Meetings. Regular annual meetings of the members shall be held third Thursday of September at the hour 7:00 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.

4.2. Special Meetings. Special meetings of the members may be called at any time by the President or by the Board of Directors, or the membership may call for a special meeting with $\frac{1}{4}$ of the membership signing a petition.

4.3. 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, by mailing a copy of such notice, postage prepaid, not less than 10 days nor more than 40 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.

4.4. Place of Meeting. Meetings, annual or special, shall be held at such place or places within the County of Jackson, State of Missouri, as may be designated by resolution of the Board of Directors pursuant to authority hereby granted to its said directors. In the absence of such resolution, all meetings shall be held at the registered office of the corporation in this state.

4.5. Meetings Held Electronically. Except as otherwise provided in these bylaws, meetings of the members may be conducted through use of Internet meeting services designed by the Board that support anonymous voting and support visible displays identifying those participating, identifying those seeking recognition to speak, showing (or permitting the retrieval of) the text of pending motions, and showing the results of votes. The electronic meetings shall be subject to all rules adopted by the Board, to govern them, which may include any reasonable limitations on, and requirements for, members' participation. Any such rules adopted by the Board shall supersede any conflicting rules in the parliamentary authority but may not otherwise conflict with or alter any rule or decision of the Association. An anonymous vote conducted through the designated Internet meeting service shall be deemed a valid vote, fulfilling any requirement in the bylaws or rules that a vote be conducted by ballot.

4.6. Quorum. The presence at the meeting of members entitled to cast, or of proxies entitled to cast, one-tenth of all votes shall constitute a quorum for any action except as otherwise provided in the

Articles of Incorporation, the Declaration, or these By-Laws. 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.

4.7. 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 property.

ARTICLE V
BOARD OF DIRECTORS: NOMINATION: TERM OF OFFICE

5.1. Nomination. Nomination to the Board of Directors may be made by a Nominating Committee. Nominations may also 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 may 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 may be announced at each annual meeting. The Nominating Committee may make as many nominations for elections 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.

5.2. Election. Election to the Board of Directors shall be by 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 person(s) receiving the largest number of votes shall be elected. Cumulative voting is not permitted.

5.3. Term of Office. At the annual meeting of the members, two board members may be elected for three year terms; two board members for two year terms; and the remaining member for one year. At the expiration of the initial term of each said board member, each successor will be elected to serve for a term of three years. The purpose hereof is to ensure eventual three year terms consistent with a staggered board membership. The Board of Directors will consist of the following offices: President, Vice-President, Secretary, Treasurer, and Member at Large.

5.4. Removal. Any director may be removed from the Board, with or without cause, by a majority vote of 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.

5.5. 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.

5.6. Action Taken Without a Meeting. The board 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 directors. Any action so approved shall have the same effect as though taken at a meeting of the directors

ARTICLE VI
MEETING OF DIRECTORS

6.1 Regular Meetings. Regular meetings of the Board of Directors shall be held at least annually without notice, 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.

6.2. 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 days' notice to each director.

6.3. 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.

6.4. Vacancies. Vacancies on the Board of Directors resulting from resignation, death, removal or an increase in the number of directors may be filled by a majority of the directors then in office, although less than a quorum.

ARTICLE VII
POWERS AND DUTIES OF THE BOARD OF DIRECTORS

7.1. Powers. The Board of Directors shall have power to:

7.1a. adopt and publish rules and regulations governing the use of the Common Area and facilities, and to establish penalties for the infraction thereof;

7.1b. 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 By-Laws, the Articles of Incorporation, or the Declaration;

7.1c. employ a manager, an independent contractor, or such other employees as they deem necessary, and to prescribe their duties.

7.2. Duties. It shall be the duty of the Board of Directors to:

7.1a. 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 members who are entitled to one-fourth of all the votes;

7.1b. supervise all officers, agents and employees of this Association, and to see that their duties are properly performed;

7.1c. as more fully provided in the Declaration, to:

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

(2) send written notice of each annual assessment to every Owner of a Lot subject to the annual assessment at least 30 days in advance of each annual assessment period;

(3) send a notice of a prorated first annual assessment as set forth in the Declaration, to any Owner of a Lot subject to a first annual assessment within 30 days after said assessment shall commence;

(4) set the due date for any first annual assessments and annual assessments;

(5) foreclose the lien against a Lot if the Owner of the Lot has not paid any assessment on the Lot within such time after the due date as the Board may determine, or bring an action at law against the Lot Owner personally obligated to pay any assessment within such time after the due date as the Board may determine;

7.1d. 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;

7.1e. procure and maintain adequate liability and hazard insurance on property owned by the Association, and to procure such other insurance as required by the Declaration;

7.1f. cause all officers or employees having fiscal responsibilities to be bonded, as it may deem appropriate; and

7.1g. cause the Common Area to be maintained.

ARTICLE VIII OFFICERS AND THEIR DUTIES

8.1. Enumeration of Offices. The officers of this Association shall be a President and Vice-President, a Secretary, and a Treasurer, who shall at all times be members of the Board of Directors and such other officers as the Board may, from time to time, by resolution, create.

8.2. Appointment of Officers. The appointment of officers shall take place at the first meeting of the Board of Directors and thereafter at the first meeting of the Board of Directors following each annual meeting of the members.

8.3. Term. The officers of this Association shall be appointed annually by the Board and each shall hold office for one year or until his successor is elected, whichever shall be the longer, unless he shall sooner resign, or shall be removed, or otherwise disqualified to serve.

8.4. Special Appointments. The Board may appoint 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.

8.5. 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 later time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

8.6. 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.

8.7. 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 four of this Article.

8.8. Duties. The duties of the officers are as follows:

8.8a. 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 or work in conjunction with a manager or management company.

8.8b. Vice-President. The Vice-President shall act in the place 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

8.8c. Secretary. The Secretary shall record the votes and keep the minutes of all meeting and proceedings of the Board and 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 6 current records showing the members of the Association together with their addresses, and shall perform such other duties as required by the Board or work in conjunction with the management company that performs these duties.

8.8d. 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 annual meeting, and deliver a copy of each to the members requesting the same or work in conjunction with the management company that performs these duties.

ARTICLE IX COMMIITEES

The Board of Directors of the Association may appoint a Nominating Committee, as provided by these By-Laws. In addition, the Board of Directors may appoint other committees as deemed appropriate in carrying out its purpose.

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 Articles of Incorporation and the By-Laws 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

As more fully provided in the Declaration, each member is obligated to pay to the Association annual and special assessments which are secured by a continuing lien upon the property against which the assessment is made. Any assessment which is not paid when due shall be delinquent. If the assessment is not paid within 30 days after the due date, the assessment shall bear interest from the date of delinquency at the rate of ten percent per annum, and the Association may bring an action at law against the Owner personally obligated to pay the same 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. The Board may, at its discretion, waive any late fee and/or interest in any instance, without prejudice to other instances. No Owner may waive or otherwise escape liability for the assessments provided for herein by nonuse of the Common Area or abandonment of his real estate.

ARTICLE XII
AMENDMENTS

12.1. These By-Laws 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.

13.2. In the case of any conflict between the Articles of Incorporation and these By-Laws, the Articles shall control; and in the case of any conflict between the Declaration and these By-Laws, the Declaration shall control.

ARTICLE XIII
MISCELLANEOUS

The fiscal year of the Association shall begin on October 1 and end on September 30 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 Lake Ridge Meadows Homeowners Association, Inc. have executed these By-Laws this ____ day of _____, 2021. All prior By-Laws are rescinded.

Board President

Secretary

Printed Name

Printed Name