

BY-LAWS
FOR
FOXRIDGE HOMEOWNERS AND CIVIC ASSOCIATION, INC.

ARTICLE I – STATEMENT OF PURPOSE

The Foxridge Homeowners and Civic Association, hereafter referred to as the Corporation, is organized as a non-profit corporation for the specific and primary purpose of furthering the common good and general welfare of the people of the subdivision of Foxridge, in the County of Clay, State of Florida.

ARTICLE II – MEMBERSHIP

SECTION I

Each family by virtue of their residency in the Foxridge subdivision is a member of the Association.

SECTION II

Dues shall be prorated on a calendar year basis from 1 January through 31 December as follows:

- A. Resident prior to 1 January – pays full dues.
- B. New resident that moves in after 1 January pays membership dues as follows:
 - 1. New resident that moves in between 1 January and 30 June – pays full dues.
 - 2. New resident that moves in after 30 June – pays half dues.

SECTION III

The rights and privileges of membership shall be restricted to paid up families, otherwise referred to as active members.

ARTICLE III – MEETINGS

SECTION I

The annual meeting shall be held in January each year. Other meetings may be called at the discretion of the Board.

SECTION II

As a minimum, meetings shall be advertised at each entrance. Every attempt shall be made to advertise meetings at least five (5) days in advance.

SECTION III

Board meetings shall be held once a month.

ARTICLE IV – BOARD OF DIRECTORS

SECTION I

The Board of Directors shall consist of the four elected officers, the outgoing President, and Committee Chairpersons at the discretion of the President.

SECTION II

Officers shall hold office for a period of one year. Their term of office shall run from 1 January through 31 December.

SECTION III

Candidates for office shall be elected at the annual meeting.

ARTICLE V – DUTIES OF THE BOARD OF DIRECTORS

SECTION I

The Board of Directors shall be responsible for conducting all the business of the Corporation.

SECTION II

The President shall:

- A. Preside over all meetings.
- B. Sign all contracts and other instruments in writing which have first been approved by the Board.
- C. Call the Board together as deemed necessary and shall have, subject to the advice of the Board of Directors, general supervision, direction and control of the business affairs of the Corporation.
- D. Appoint Committee Chairmen.

- E. Receive and disburse funds in the absence of the Treasurer as approved by the Board.
- F. Ensure publication and distribution of the newsletter.

SECTION III

The Vice President shall:

- A. Assist the President in managing the Corporation.
- B. Assume the duties of the President in his absence.

SECTION IV

The Secretary shall:

- A. Serve notice of all meetings.
- B. Keep a complete record of all meetings

SECTION V

The Treasurer shall:

- A. Receive and disburse funds as approved by the Board.
- B. Maintain financial records.
- C. Make financial report at all meetings

ARTICLE VI – VOTING

SECTION I

Voting is restricted to active members.

SECTION II

Each family member, eighteen years of age or older, is eligible to vote.

ARTICLE VII – COMMITTEES

SECTION I

The Board of Directors may appoint working committees consisting of such number as they may determine, which committee shall, when the Board is not in session, possess such powers for the transaction of Corporation business as the Board may confer upon them. The acts of any such committee shall not relieve the Board of Directors of any responsibility placed upon such Board by these By-Laws.

SECTION II

The following standing committees shall be a permanent part of the Corporation and the chairman of each committee will be appointed by the President to serve at his discretion

- A. Safety and Security
- B. Beautification
- C. Membership
- D. Civic Affairs

SECTION III

The Board of Directors may, at its discretion, provide for the appointment of additional temporary or permanent committees.

ARTICLE VIII- AMENDMENTS TO BY-LAWS

SECTION I

These by-laws may be repealed, altered or amended, or new by-laws adopted by either of two methods:

- A. A majority vote of the active members at a general meeting.
- B. A majority vote of the Board of Directors following a written notification of at least thirty (30) days to the general membership.

ARTICLE IX – INTERPRETATION OF THE BY-LAWS

SECTION I

Interpretation of the By-Laws will be made by a majority vote of the Board of Directors.

Rev: 10/7/86