

# BYLAWS

## DEER RUN COMMUNITY ORGANIZATION

### ARTICLE I. ASSOCIATION MEETINGS

**1. Annual Meeting.** The annual meeting of the membership shall be held during the second week of March in each year for the purpose of electing directors, if any are to be elected, and the transaction of such other business as may come before the meeting.

**2. Special Meetings.** Unless otherwise prescribed by statute, special meetings of the membership may be called for any purpose or purposes by the president or by the board of directors and shall be called by the secretary at the written request of any director or members holding not less than one-tenth of all the memberships.

**3. Place of Meetings.** The annual meeting or special meetings of the members shall be held at such place within Kitsap County, Washington, as the board of directors may from time to time designate.

**4. Notice of Meetings.** Notice stating the place, day and hour of a meeting of membership and, in the case of a special meeting of membership the purpose or purposes for which the meeting is called, shall be delivered to each membership not less than ten (10) days and not more than thirty (30) days before the meeting. Such notice of the meeting shall be published by regular mail or electronic means, except as provided in RCW 64.38.035 Notice of association meetings, by the secretary or by the person or persons authorized to call meetings of members. If notice is placed in the United States mail, postage prepaid, addressed to a membership at the address of the membership or transmitted by electronic means to a membership at the primary electronic address of the membership as it appears in the records of the corporation, notice shall be deemed to have been delivered to the member.

**5. Quorum.** The presence in person or by proxy of holders of one-tenth of the memberships shall constitute a quorum at a meeting of membership. If a quorum is present, a majority affirmative vote of the membership present and entitled to vote shall be the act of the membership unless the vote of greater number or voting by classes is required by law, the Articles of Incorporation or these Bylaws.

**6. Method of Voting.** The members who hold a membership shall be entitled to vote the vote of the membership in person or by mail or by proxy. No right to cumulate votes at the election of directors shall exist. Each membership shall have one vote on each matter submitted to a vote at a meeting of membership as is provided for the Articles of Incorporation. If a membership is held by more than one member, then the holders of the membership shall

designate the person or proxy who shall exercise the vote of the membership. If more than one person or proxy shall attempt to exercise the vote of the membership on the same issue, then the vote of the membership shall be disregarded, and the membership shall be recorded as having abstained from the vote.

**7. Voting by Certain Members.** The votes of memberships held by a corporation, domestic or foreign, may be voted by such officer, agent or proxy as the bylaws of such corporation may prescribe, or in the absence of such provision, as the board of directors of such corporation may determine. A certified copy of a resolution adopted by such directors shall be conclusive as to their action. The votes of memberships held by a partnership may be voted by any partner. The votes of memberships which are held by administrators, executors, guardians or conservators may be voted by them, either in person or by proxy, without a transfer of such memberships into their names. The votes of memberships which are held by trustees may be voted by them either in person or by proxy, but no trustee shall be entitled to vote membership held by him without a transfer of such memberships into his name. The votes of memberships which are held by receivers may be voted by such receivers, and memberships under the control of a receiver may be voted by the receiver without the transfer thereof into his name if authority to do so is contained in an appropriate order of the court by which such receiver was appointed.

**8. Rules of Procedure.** Except as otherwise specifically provided in this bylaws, the rules of procedure at all meetings of the membership and board of directors shall be rules contained in Roberts' Rules of Order, as revised from time to time. The Roberts' Rules of Order for Procedure in Small Boards shall be used for the conduct of all meetings of the membership and board of directors.

**9. Informal Action by Members or Directors.** Any action which is required or permitted to be taken at a meeting of the membership may be taken without a meeting on consent of all memberships entitled to vote on the matter, which consent shall be evidenced by a written consent which sets forth the action so taken and which consent shall be signed on behalf of each membership by a party entitled to exercise the vote of the membership, and any action which is required or permitted to be taken at a meeting of directors may be taken without a meeting by written consent setting forth the action so taken signed by all the directors entitled to vote with respect to the subject matter thereof.

## **ARTICLE II. BOARD OF DIRECTORS**

**1. General Powers.** The business and affairs of the corporation shall be managed by its board of directors.

**2. Election of Directors.** The members of the board of directors shall be elected in accordance with the provisions of the Articles of Incorporation.

**3. Change in Number, Tenure, and Qualifications.** After the expiration of the initial term of directors, the number of directors may be increased or decreased as provided in the Articles of Incorporation. After the initial term of directors ends, no person shall be thereafter be qualified to be elected as director of this corporation or to continue to hold office as director of the corporation unless such person is qualified as provided in the Articles of Incorporation. Except as provided in the Articles of Incorporation and unless removed in accordance with the provisions of these Bylaws, each elected director shall hold office until the second annual meeting of the members after the meeting at which he was elected and until his successor shall have been elected and qualified.

**4. Election.** A person receiving the most votes at an election of directors shall be elected regardless whether such person receives a majority. If more than one director is to be elected at a meeting, then each director shall be elected separately so that, for example, the first vacancy shall be filled by election before the nominations are closed and the election is held for the second vacancy. Nominations shall be made separately for each vacancy, may be made by a committee appointed by the president and may be made from the floor.

**5. Board of Director Meetings.**

**A. Regular Meetings.** Without other notice than this bylaw, a regular meeting of the board of directors shall be held immediately after and at the same place as the annual meeting of members for the purpose of electing officers. The board of directors may provide by resolution the time and place, within the State of Washington, as the place for holding any other regular meetings of the board of directors or committee called by them.

**B. Special Meetings.** The president or any director may call a special meeting of the board of directors.

**C. Alternative Meeting Formats.** Regular or special meetings of the board of directors may be held through the use of alternative meeting formats, such as teleconference or electronic means, provided all board members and board officers are included in the communication method used.

**6. Notice of Regular and Special Meetings.** Notice of regular and special meetings of the board of directors shall be given in such manner as the board of directors deem proper to effectively communicate the meeting to all members and to encourage involvement by the membership.

**7. Quorum.** A majority of the number of directors fixed by the Bylaws shall constitute a quorum for the transaction of any business at any meeting of directors.

**8. Manner of Acting.** The act of the majority of the directors present at a meeting or adjourned 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 the Articles of Incorporation or these Bylaws.

**9. Removal.** At a special meeting of the membership called for that purpose, any one or more of the board of directors may be removed from office with or without cause by a majority vote of the membership. Except until the initial term of the directors has expired if any one or more directors is so removed, new directors may be elected at this same meeting.

**10. Vacancies.** Any vacancy occurring in 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 of directors. A director elected to fill a vacancy shall be elected for the unexpired term of his predecessor in office. Any directorship to be filled by reason of an increase in the number of directors or the absence of a quorum of members at an annual meeting shall be filled by the board of directors for a term of office continuing only until the next election of directors by membership.

**11. Architectural Control.** The directors of this corporation shall act as the architectural control committee described in the Covenants described in the Articles of Incorporation.

### **ARTICLE III. OFFICERS**

**1. Number.** The officers of the corporation shall be a president, one or more vice presidents, a secretary and a treasurer, each of whom shall be elected by the board of directors. Such other officers and assistant officers as may be deemed necessary or appropriate may be elected or appointed by the board of directors. Any two or more offices may be held by the same person except the offices of president and secretary.

**2. Election and Term of Office.** The officers of the corporation to be elected by the board of directors may be elected for such term as the board may deem advisable not to exceed three years. Officers of the corporation shall be elected at the first meeting of directors following the expiration of the term of office. Each officer shall hold office until his successor shall have been duly elected and qualified regardless of his term of office, except in the event of his prior death or resignation or his removal in the manner hereinafter provided.

**3. Duties.** The officers of the corporation shall have such powers and authority as may be conferred by the directors from time to time. In addition thereto, the president shall be the principal executive officer of the corporation and shall preside as chair at all meetings of the membership and board of directors, and shall execute on behalf of the corporation all contracts and other documents as may be authorized from time to time by the directors. The secretary shall be the custodian of the records of the corporation, shall cause minutes of the meetings of the membership and board of directors to be prepared, and shall give notices of meetings in accordance with requirements of these Bylaws. The treasurer shall manage the custody of the funds of this corporation as directed by the board of directors and supervise keeping of the books of account of such funds. The officers shall perform such duties and have such powers

as are customarily associated with their respective offices and as may be provided for elsewhere in these Bylaws and by law.

**5. Removal.** Any officer or agent 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 corporation would be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the person so removed. Election or appointment of an officer or agent shall not of itself create contract rights or rights to compensation.

**6. Vacancies.** A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled by the board of directors for the unexpired portion of the term

**7. Officer and Director Compensation.** No officer or director shall receive any compensation for acting or serving as a director or officer of this corporation, provided that nothing herein shall prevent the corporation from reimbursing an officer or director for reasonable and necessary expenses incurred in the business and affairs of the corporation.

#### **ARTICLE IV. CONTRACTS, LOANS, CHECKS, DEPOSITS**

**1. Contracts.** The board of directors may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instruments in the name of and on behalf of the corporation, and that authority may be general or confined to specific instances. A director of officer of the corporation shall not be disqualified by his office from dealing or contracting with the corporation either as a vendor, purchaser, creditor, debtor or otherwise. The fact that any director or officer, or any firm of which any director of the corporation is a member, officer or director, is in any way interested in any transaction or contract shall not make the transaction or contract void or voidable, or require the director or officer of the corporation to account to the corporation for any profits therefrom if the transaction or contract is or shall be authorized, ratified or approved by vote of a majority of a quorum of the board of directors excluding the interested director.

**2. Loans.** No loans shall be contracted on behalf of the corporation and no evidences of indebtedness shall be issued in its name unless authorized by a resolution of the board of directors. That authority may be general or confined to specific instances. No loans shall be made by the corporation to its members, officers or directors.

**3. Checks, Drafts, Deposits.** All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the corporation shall be signed by the officer or officers, agent or agents of the corporation and in the manner as shall from time to time be determined by resolution of the board of directors. All funds of the corporation not otherwise employed shall be deposited from time to time to the credit of the corporation in the banks, trust companies or other depositories as the board of directors may select.

## **ARTICLE V. WAIVER OF NOTICE**

Whenever any notice is required to be given to any member or director the corporation under the provision of these Bylaws, the Articles of Incorporation or law, a waiver thereof in writing, signed by the person or persons entitled to notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of notice.

## **ARTICLE VI. AMENDMENTS**

These Bylaws may be altered, amended, or repealed and new bylaws may be adopted by the affirmative vote of a majority of the board of directors at a meeting called for that purpose.

## **ARTICLE VII. METHOD OF BUSINESS TRANSACTIONS**

Except as provided in RCW 64.38.035 Notice of association meetings, this corporation may transact official and other business with membership by regular mail or electronic means.

Amended March 20, 2023

Amended November 7, 2019

Amended January 16, 2020

Amended June 4, 2020

Amended July, 14, 2020