BY-LAWS OF THE FOXCROFT
HOMEOWNERS’S ASSOCIATION, INC.

ARTICLE I

Name

The name of this organization shall be Fox Croft Homeowner’s Association, Inc.

ARTICLE II

Purposes

The purposes of Fox Croft Homeowner’s Association, Inc. are:

A. To unite residents who are interested in the betterment of the area in the parish of East Baton, Louisiana, known as Fox Croft Subdivision (Fox Croft) with the intent of promoting the general welfare of the area;

B. To gather, receive, and disseminate such information as may be helpful to the members;

C. To promote the general welfare and prosperity of the area;

D. To assist in any matters pertaining to the welfare and advancement of the community and generally to do any and all other things connected with, or incidental to, any of the purposes above specified that a nonprofit organization is permitted to do under the laws of the State of Louisiana;

E. To enforce the Fox Croft Subdivision Restrictions filed with the East Baton Rouge Parish Clerk of Court’s Office on November 7, 1997 (hereafter “the Restrictions”)

ARTICLE III

Membership

The membership of this Association shall consist of those persons or entities who are record owners of a lot which is subject to the Restriction in Fox Croft. All members shall have equal rights and privileges.
ARTICLE IV

Voting, Board and Terms

A. Voting: In matters of the Association requiring a vote, these rules apply: If the lot is owned by two persons, they shall each have one (1) vote. If the lot is owned by one person, that person will have two (2) votes. Under no circumstance will any lot owners(s) have more than two votes for one lot. No person or entity shall be eligible to vote unless the lot owner(s) is in good standing with the Association. A lot is defined as any one of the 34 lots in Fox Croft.

B. Board of Directors: The affairs of the Association shall be directed by the Board of Directors which shall consist of not less than three (3) nor more than seven (7) members. All members of the Board of Directors shall be in good standing with the Association. Elections for the Board of Directors and the officers of the Association shall be done at the annual meeting. Only members of the Association present at the annual meeting will be allowed to vote. If a vacancy occurs prior to the annual meeting, The Board of Directors will hold a special meeting of the Association to fill the vacancy. The Board of Directors will then fill any officer’s vacancy at that time.

C. Term of Office: All officers of the Association shall serve two year terms. As set forth in the Articles of Incorporation, Board Members shall also enjoy two year terms. Nothing in these By-Laws shall prevent any officer or Board Member from holding office in successive terms.

ARTICLE V

Duties of Officers

A. President: The president of the Association Board shall also act a Chairman of the Board of Directors. He shall preside at all meetings of the Association and all meetings of the Board of Directors, shall be and ex-officio member of all committees, and shall perform such other duties as may be prescribed by the Board of Directors and the By-Laws.
B. **Vice President:** The vice-president shall perform the duties of the president in his absence, failure or inability to act, and shall perform such other duties as may be prescribed by the Board of Directors and the By-Laws.

C. **Secretary:** The secretary shall keep the minutes of the meetings of this Association and of the Board of Directors, shall handle all of the correspondence of the Association and perform other duties as may be prescribed by the Board of Directors and the By-Laws.

D. **Treasure:** The treasurer shall receive and record all dues and other monies of this Association and shall disburse such funds as directed by the Board of Directors. Any check disbursement shall require the signature of any two of the president, vice-president, treasurer, and secretary. The treasure shall also prepare an annual budget to be adopted by a majority vote of the Board of Directors.

**ARTICLE VI**

**Committees**

The committees of the Association shall be appointed as deemed necessary by the Board of Directors of the Association. The chairperson of each committee shall be appointed by the President of the Association in consultation with the Board of Directors. Responsibilities of each committee shall be decision of individual committee chairperson and committee members.

**ARTICLE VII**

**Duties of Officers**

A. **Board Meeting:** The Board of Directors shall meet quarterly on the First Monday of each new quarter and at any such time as may be determined by the Board of Directors. Members of the Association shall be admitted to all meetings.

B. **Annual Meetings:** The annual meeting of the voting members shall by held on a date and time to be decided by the Board of Directors. It shall be the duty
of the vice-president and secretary-treasurer to mail notices at least ten days prior to this meeting to all members entitled to be present.

**ARTICLE VIII**

*Quorum*

A quorum of the Board of Directors shall consist of three members. A quorum at any meeting of the Association shall consist of 51% of the members in good standing.

**ARTICLE IX**

*Permanent Address*

The permanent address of the Association shall be listed on correspondence and for banking purposes as that of the Chairman of the Board of Directors.

**ARTICLE X**

*Order of Business*

The Order of Business at meetings of this Association shall be as:

A. Call to order
B. Roll call
C. Reading of the minutes of the previous meeting
D. Reports of officers
E. Report of committees
F. Unfinished business
G. New Business
H. Adjournment
ARTICLE XI

Dues

Dues shall be $300.00 per year for each lot, payable by February 1 of each year. If not paid by February 15, a lot charge of $50.00 will also be assessed as late fee. Failure to pay such dues timely ipso facto eliminates a member from good standing. Dues may be changed by a majority vote of the Board of Directors.

ARTICLE XII

Rule of Order

Robert’s Rules of Order shall be the authority governing the conduct of this Association not otherwise provided for in these By-Laws.

ARTICLE XIII

Funding

This Association shall be a nonprofit. Association and shall have no capital stock. It shall be operated and maintained by such membership dues and assessments and endorsements as the Board of Directors shall determine to be necessary or acceptable for the proper functioning of the Association. The fiscal year of the Association shall be January 1 through December 31.

THUS DONE AND SIGNED ON THIS _19_ day of _June_, 2003

FOXCROFT HOMEOWNERS ASSOCIATION, INCORPORATED