

Return to: Richard A. Zacur, Esq.
Zacur, Graham & Costis, PA
P. O. Box 14409
St. Petersburg, FL 33733

Bylaws of Colony Oaks Homeowners Association, Inc.

ARTICLE I: MEMBERS

INSTRUMENT#: 2011032611, O BK 20327
PG 110-114 01/26/2011 at 02:28:18 PM,
DEPUTY CLERK: SLEWIS Pat Frank, Clerk of
the Circuit Court Hillsborough County

Section 1. Qualification and Number of Members

Ownership of a lot automatically confers membership in this Association upon the owners(s). The number of members of this Corporation shall be not less than forty (40). Each lot is entitled to one vote. If a lot is owned by more than one person, the owners may split their vote, with each owner voting his or her ownership proportionately. To be a member in good standing, with voting privileges and the right to be an Officer or Director, a member cannot be more than one month behind in paying the fees and special assessments levied by the Association.

Section 2. Annual Meeting of Members

The annual meeting of the members for the election of the Board of Directors and the transaction of such further business as may come before the meeting shall be held at Tampa, Florida, the second Tuesday in January of each year, unless by resolution of the Board of Directors in any year a different time is designated. Meetings of members may be held either within or without the State of Florida.

Section 3. Special Meeting of Members

A notice of such meetings of the members may be called by the President or the Board of Directors whenever the President or the Board deem it proper and shall be called by the President or the Board of Directors upon the written request of a majority of the members. Such meetings may be held either within or without the state.

Section 4. Notice of Meeting of Members

A notice of such meetings to members shall be mailed to each member having the right and entitled to vote at such meeting, at the member's address as it appears on the records of the Corporation, not less than ten (10) nor more than sixty (60) days before the date set for the meeting. Any member, however, may waive notice of any meeting, either before or after such meeting.

Section 5. Quorum

At any meeting of the members forty per cent (40%) of the members in good standing shall constitute a quorum for the transaction of business. Any member may appoint a proxy to vote at a membership meeting, as though he or she were present in person. A member voting by proxy shall be considered, for purposes of establishing a quorum,

as though he or she were present and voting in person. Proxy forms shall be provided by the Association. Such signed forms, or a similar written statement appointing a proxy, shall be presented to the Secretary by the person appointed as the member's proxy.

ARTICLE II. BOARD OF DIRECTORS

Section 1. Number and Qualification of Directors

The Board of Directors shall consist of seven (7) individuals to be elected at the Annual Meeting of members. Four of such members shall be the officers elected in accordance with Section 1 of Article III. The number may be increased or diminished from time to time by amendment of these Bylaws, but shall never be less than three (3). Directors shall be members in good standing. A director shall hold office until a successor is elected and has qualified, or until he or she fails to be a members in good standing and the Board of Directors declares a vacancy, or until he or she resigns or is removed from office by a vote of the membership.

When more than one person owns an individual lot within Colony Oaks, and one of the owners of that lot is elected to serve as an officer or director, the other owner (s) of that lot can be designated by the elected person to serve as co-officer or co-director at meetings of the Board of Directors, in the absence of the elected member. The designated co-officer or co-director shall have the power to vote as a member of the Board of Directors, acting as the elected member's proxy, just as if the elected member were present. Nothing in this section shall be construed to give more than one vote to one lot, no matter how many people own that lot.

Section 2. Meetings of Directors

The Board of Directors shall hold its regular and its special meetings at such times and places as they deem to be in the best interest of the Corporation. The Board of Directors shall fix the time and place of its regular meetings. A majority of the Board of Directors may call a special meeting of the Board of Directors, but the President shall call a special meeting or meetings of the Board of Directors whenever requested in writing to do so by a majority of the general membership. All meetings of the Board of Directors shall be open to all members of the Association. Association members shall be given a reasonable opportunity to be heard during those meetings.

Section 3. Notice of Board of Directors Meetings

After the Board of Directors has determined the time and place for regular meetings no further notice thereof needs to be given. Notice of special meetings, stating the time and place thereof, shall be given the entire membership in writing, in person, by telephone, by e-mail, by FAX or by mail at least two (2) days before the meeting, unless -- in a case of great urgency -- the President or the Board of Directors shall prescribe a shorter notice to be given personally, by telephone, by e-mail, by FAX, or by leaving a written notice at all Association members' door. Any director may waive notice of any meeting of the Board of Directors either before, at, or after such meeting.

Section 4. Powers of Directors

The Board of Directors shall have the entire management of the Corporation. In the management and control of the property and affairs of the Corporation, the Board of Directors is hereby vested with all the powers possessed by the Corporation itself, so far as this delegation of authority is not inconsistent with the laws of the State of Florida, with the Certificate of Incorporation, or these Bylaws.

Section 5. Vacancies.

If an Officer or Director becomes more than one month delinquent in paying fees and assessments levied by the Association, he or she is no longer a member in good standing and is ineligible to vote as a member of the Board of Directors. If the delinquency in paying Association fees and assessments continues for three months, the board of Directors shall declare a vacancy. When, for this or any other reason, the office of a director shall become vacant, the remaining directors shall, by majority vote, elect a successor who shall hold office until a successor is elected and has qualified. Vacancies resulting from an increase in the number of directors may be filled in the same manner.

Section 6. Quorum of Directors

A majority of the members of the Board of Directors as constituted from time to time shall constitute a quorum for the transaction of business.

Section 7. Resignation or Removal

Any director may resign at any time by giving written notice to the Board of Directors, the President or Secretary. Any such resignation shall take effect at the time specified therein, upon its acceptance by the Board of Directors. The members at any general meeting called for that purpose may, by a vote of a majority of the members in good standing, remove from office any officer or director and elect a successor.

Section 8. Property Manager

The Board of Directors shall hire and supervise a property manager or property managing firm. The Property Manager shall perform the Association's day-to-day maintenance and record-keeping duties, and other duties assigned by the Board of Directors. It shall be the responsibility of the Property Manager to solicit written bids, to closely oversee the work performed by those who contract with the Association, and to report regularly to the Board of Directors. The Property Manager shall be bonded and shall be licensed by the State of Florida as a Community Association Manager. The Property Manager shall carry out the policies and directives of the Board of Directors, and shall be bound by the terms of the Association's Common Wall Agreement and these Bylaws, in terms of making records available to members who request them.

ARTICLE III. OFFICERS

Section 1. Election and Qualification

The officers of this Corporation shall consist of a President, Vice President, Secretary and a Treasurer. All of said officers shall be members of the Corporation elected by a majority vote of the quorum of members in good standing at the annual meeting of the members. The Board of Directors shall have authority to fill any vacancy in any office. The Board of Directors shall have full authority to fix the compensation of all officers. All officers shall hold office until their successors are elected and qualified.

Section 2. President

The President shall be the chief executive officer of the Corporation and shall preside at all meetings of the members and shall preside at meetings of the Board of Directors. The President or Vice President, unless some other person is specifically authorized by vote of the Board of Directors, shall sign all written instruments of the Corporation. The President shall perform all duties commonly incident to the office and shall perform such other duties as the Board of Directors shall designate.

Section 3. Vice President

The Vice President shall perform the duties and have the powers of the President during the absence, sickness, or other disability of the President. In addition, the Vice President shall perform other duties and have such other powers as the Board of Directors shall designate.

Section 4. Secretary

The Secretary shall keep accurate minutes of all meetings of the members and Board of Directors. The Secretary shall have charge of the corporate seal and shall attest all written instruments of the Corporation executed by the President and affix the corporate seal thereto.

Section 5. Treasurer

The Treasurer, together with the Board of Directors, shall supervise the Property Manager's care and custody of the money, funds, valuable papers and documents of the Corporation and shall have and exercise, under the supervision of the Board of Directors, all the powers and duties commonly incident to the office. The Treasurer and the Board of Directors shall supervise the Property Manager in keeping accurate accounts of the Corporation's transactions which shall be the property of the Corporation.

Section 6. Resignation and Removal

Any officer of the Corporation may resign at any time by giving written notice to the Board of Directors, the President or the Secretary of the Corporation. Any such resignation shall take effect at the time specified therein, or if the time not be specified

therein, upon its acceptance by the Board of Directors. At any meeting called for that purpose by a vote of a majority of the members, the members may remove from office any officer elected or appointed by the Board of Directors.

Section 7. Records

During reasonable hours, all records of the Association shall be open for inspection by members of the Association. Members shall have the right to duplicate those records, so long as the security and integrity of the records is maintained.

ARTICLE IV. SEAL

Section I. Description of Seal

The corporate seal of the Corporation shall bear the words, "Colony Oaks Homeowners Association Inc.", and the word "Florida", which shall be between two concentric circles, and on the inside of the inner circle shall be the words "Corporation Not for Profit" and the figure "1984", an impression of the seal appearing on the margin hereof.

ARTICLE V. AMENDMENTS

Section 1. Method of Amendment and Change

These Bylaws may be amended or repealed at any meeting of members by a vote of a majority of the members in good standing.

The foregoing was adopted as the By-Laws of Colony Oaks Home Owners Association, a not-for-profit Home Owner's Association under the laws of the state of Florida at the Board meeting of the Directors on the 20th day of September, 2010.

Colony Oaks, HOA

Florence P. Hassell
President

Zoe Gustofson
Treasurer

State of Florida
County of Hillsborough

Before me, the undersigned authority, personally appeared Florence Hassell and Zoe Gustofson, who are the President and Treasurer, respectively, of Colony Oaks Homeowners Association, Inc. and they acknowledged before me that they executed these By-Laws on behalf of Colony Oaks Homeowners Association, Inc.

In witness whereof, I have hereunto set my hand and official seal this 20th day of September, 2010.

Larry M. Wood Notary Public

My Commission Expires:



LARRY M. WOOD
MY COMMISSION # DD 676806
EXPIRES: June 26, 2011
Sourced Thru Budget Notary Services