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BYLAWS  
OF  
MEADOW RIDGE HOMEOWNERS  
ASSOCIATION

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*Request bylaws  
And 1st Amend 2/93*



BYLAWS  
OF  
MEADOW RIDGE HOMEOWNERS  
ASSOCIATION

ARTICLE I  
NAME AND LOCATION

1.1. Name and Location. The name of the corporation is Meadow Ridge Homeowners Association, hereinafter referred to as the "Association." The principal office of the corporation shall be located at 1301 Bethlehem Pike, Ambler, Pennsylvania 19102, but meetings of Members and directors may be held at such places within Philadelphia, Montgomery or Bucks County, Pennsylvania, as may be designated by the Board of Directors.

ARTICLE II  
DEFINITIONS

2.1. Definitions. Capitalized terms used herein, without separate definition, shall have the meanings assigned to them in the Declaration of Covenants, Restrictions and Easements of even date herewith executed by Meadow Ridge, Inc., a Pennsylvania corporation.

## ARTICLE III

### MEETING OF MEMBERS

3.1. Annual Meetings. The first annual meeting of the Members shall be held within one year from the date of incorporation of the Association, and each subsequent regular annual meeting of the Members shall be held on the same day of the same month of each year thereafter, at the hour of eight 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.

3.2. Special Meetings. Special meetings of the Members may be called at any time by the president or by the Board of Directors, or upon written request of the Members who are entitled to vote more than one-half (1/2) of all of the votes of each class of membership in the Association.

3.3. 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, at least fifteen (15) 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.

3.4. Quorum. The presence at the meeting of Members entitled to cast, or of proxies entitled to cast, one-half (1/2) of the votes of each class of membership shall constitute a quorum for any action except as otherwise provided in the Articles of Incorporation, the Declaration, or these Bylaws. 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.

3.5. 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 Lot.

*3.6 Absentee Voting*

#### ARTICLE IV

##### BOARD OF DIRECTORS; SELECTION; MEETINGS

4.1. Number. The affairs of the Association shall be managed by a Board of Directors consisting of such number of directors serving for such terms of office as the Board of Directors shall in its discretion determine, from time to time. Directors need not be Members of the Association.

4.2. Election. At the first annual meeting, each class of Members shall elect such of the directors as each is entitled to elect as provided in the Declaration.

4.3. Removal. Upon termination of the Class B membership, any director may be removed from the Board of Directors, with or without cause, at a meeting of the Members, by a majority vote of the Members of the Association. A "majority" shall refer to a majority of those Members appearing at a meeting of the Members either in person or by proxy, at which meeting a quorum of the Members is present in person or by proxy. In the event of death, resignation or removal of a director, his successor shall be selected by the remaining members of the Board of Directors. Any successor shall serve for the unexpired term of his predecessors.

4.4. 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.

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

4.6. Participation in Meetings by Communications Equipment. One or more members of the Board of Directors may participate in and be counted for quorum purposes at any meeting of the Board of Directors by means of conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other.

## ARTICLE V

### NOMINATION AND ELECTION OF DIRECTORS

5.1. Nomination. Nomination for election to the Board of Directors shall 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 (2) or more Members of the Association. The Nominating Committee shall 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 shall be announced at each annual meeting. The Nominating Committee shall make as many nominations for election 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. Such nominations may be made from among Members or non-Members.

5.2. Election. Election to the Board of Directors shall be by secret written ballot. At such election each Member or his proxy may cast one vote for each vacancy as to which such Member's class of votes is entitled to elect. The persons receiving the largest number of votes from the class of Members entitled to elect them shall be elected. Cumulative voting is not permitted.

## ARTICLE VI

### MEETINGS OF DIRECTORS

6.1. Regular Meetings. Regular meetings of the Board of Directors shall be held monthly without notice, at such place and hour as may be fixed from time to time by resolution of the Board of Directors. 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 (2) directors, after not less than three (3) 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 of Directors.

ARTICLE VII

POWERS AND DUTIES OF THE BOARD OF DIRECTORS

7.1. Powers.

(a) The Board of Directors shall have all powers for the conduct of the affairs of the Association which are established by law or the Founding Documents which are not specifically reserved to Members or the Developer by said Documents. Such powers of the Board of Directors shall include, without limitation, the power to levy assessments as provided herein and in the Declaration, and to establish and enforce reasonable rules and regulations for the use of the Properties.

(b) The Board of Directors shall exercise its power in accordance with the Governing Documents.

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

(a) 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 holding one-half (1/2) of the votes of each class of membership of the Association;

(b) supervise all officers, agents and employees of the Association, and to see that their duties are properly performed;

(c) as more fully provided in the Declaration, to:

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

(2) send Notice of each assessment to every Owner subject thereto at least thirty (30) days in advance of each annual assessment period;

(3) foreclose the lien against any property for which assessments are not paid within thirty (30) days after their due date or to bring an action at law against the Owner personally obligated to pay the same;

(4) 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 of Directors for the issuance of these certificates. If a certificate states an assessment has been paid, such certificate shall be conclusive evidence of such payment;

(5) procure and maintain adequate liability and hazard insurance on property owned by the Association;

(6) cause all officers or employees having fiscal responsibilities to be bonded, as it may deem appropriate; and

(7) cause the Common Area, Storm Water Management Facilities and Greens 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, who shall at all times be members of the Board of Directors, a secretary, and a treasurer, and such other officers as the Board of Directors may from time to time by resolution create.

8.2. Election of Officers. The election of officers shall take place at the first meeting of the Board of Directors following each annual meeting of the Members.

8.3. Term. The officers of the Association shall be elected annually by the Board of Directors and each shall hold office for one (1) year unless he shall sooner resign, or shall be removed, or otherwise disqualified to serve.

8.4. Special Appointments. The Board of Directors may elect 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 of Directors 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 of Directors. Any officer may resign at any time by giving written

notice to the Board of Directors, 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 of Directors. 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 8.4 hereof.

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

(a) President. The president shall preside at all meetings of the Board of Directors; shall see that orders and resolutions of the Board of Directors are carried out; shall sign all leases, mortgages, deeds and other written instruments and shall co-sign all checks and promissory notes.

(b) Vice President. The vice president shall act in the place and stead 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 of Directors.

(c) Secretary. The secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board of Directors and of 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 of Directors and of the Members; keep appropriate current records showing the Members of the Association together with their addresses, and shall perform such other duties as required by the Board of Directors.

(d) 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 if requested by the Board of Directors; 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.

ARTICLE IX

COMMITTEES

9.1. Committees. The Board of Directors shall appoint an Architectural Control Committee, as provided in the Declaration, and a Nominating Committee, as provided in these Bylaws. In addition, the Board of Directors shall appoint other committees as deemed appropriate in carrying out its purpose.

ARTICLE X

BOOKS AND RECORDS

10.1. 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 Bylaws 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

11.1. Assessments. As more fully provided in the Declaration, certain Members are obligated to pay to the Association annual and special assessments, each of which are secured by a continuing lien upon the property against which the assessment is made. Any assessments which are not paid when due

shall be delinquent. If the assessment is not paid within fifteen (15) days after the due date, the assessment may upon resolution of the Board of Directors bear late fees and charges, and alternatively or additionally, interest from the date of delinquency, in amounts and at a rate to be set by the Board of Directors for each assessment period. The Association may bring an action at law against the Owner personally obligated to pay the same or an action to foreclose the lien against his Lot, and there shall be added to the amount due the cost of preparing and filing the complaint in such action, and in the event a judgment is obtained, such judgment shall include interest on the amount due as provided herein and in the Declaration and reasonable attorneys fees to be fixed by the court, together with costs of the action. If the Association has provided for collection of assessments in installments, upon default in the payment of any one or more installments, the Association may accelerate payment and declare the entire balance of said assessment due and payable in full. No Owner may waive or otherwise escape liability for the assessments provided for herein by nonuse of the Common Area or abandonment of his Lot. Similarly, an Owner's liability for any assessments shall not be abated nor reduced by reason of any interruption in his right of occupancy of his Lot or use of the Common Area, the benefits hereunder or under the Declaration, or for any other reason whatsoever.

ARTICLE XII

CORPORATE SEAL

12.1. The Association shall have a seal in circular form having within its circumference the words: "Meadow Ridge Homeowners Association."

ARTICLE XIII

AMENDMENTS

13.1. Amendments. These Bylaws may be amended, at a regular or special meeting of the Members, by a vote of Members holding two-thirds (2/3) of the votes of each class of membership present in person or by proxy.

13.2. Conflict. In the case of any conflict between the Articles of Incorporation and these Bylaws, the Articles shall control; and in the case of any conflict between the Declaration and these Bylaws, the Declaration shall control.

ARTICLE XIV

MISCELLANEOUS

14.1. Fiscal Year. The fiscal year of the Association shall begin on the first day of January and end on the 31st day of December 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  
the Meadow Ridge Homeowners Association, have hereunto set our  
hands and seals this day of \_\_\_\_\_, 1988.

\_\_\_\_\_ (SEAL)

\_\_\_\_\_ (SEAL)

\_\_\_\_\_ (SEAL)

FIRST AMENDMENT TO BYLAWS  
OF MEADOW RIDGE HOMEOWNERS ASSOCIATION

THIS FIRST AMENDMENT TO BYLAWS OF MEADOW RIDGE HOMEOWNERS ASSOCIATION is made this fourth day of February, 1993 by the MEADOW RIDGE HOMEOWNERS ASSOCIATION, a Pennsylvania non-profit corporation (the "Association").

RECITALS

A. The Association is a Pennsylvania non-profit corporation whose members are all of the persons who are the owners of the Lots within that certain property located in New Britain Township, Bucks County, Pennsylvania as more particularly described in Exhibit "A" attached hereto and made a part hereof (the "Properties") and the Association has certain responsibilities and powers with regard to the administration and management of the Properties including the Common Area therein and the enforcement of certain covenants, restrictions and easements as set forth in a Declaration of Covenants, Restrictions and Easements dated January 16, 1988 (the "Declaration") made by Meadow Ridge Inc. and recorded in February, 1988 in the Office of the Recorder of Deeds, Bucks County, Pennsylvania at Deed Book \_\_\_\_\_ Page \_\_\_\_\_ .

B. Certain Bylaws of Meadow Ridge Homeowners Association (the "Bylaws") were adopted by the initial Board of Directors of the Association on January 16, 1988.

C. At the 1993 annual meeting of the members of the Association held on February 3, 1993, the Association, by an affirmative vote of two-thirds (2/3) of its members present in person or by Proxy approved certain amendments to the Bylaws.

D. By this instrument, the Association desires to effectuate such amendments.

NOW, THEREFORE, this First Amendment to the Bylaws of Meadow Ridge Homeowners Association witnesses as follows:

1. The following new section shall be added to the Bylaws as Section 3.6:

Pg.4 Section 3.6 ABSENTEE VOTING. The Association shall establish a procedure whereby members who do not attend a meeting of the members either in person or by proxy may nevertheless vote by absentee ballot. In order to be effective, absentee ballots shall be completed, signed and filed with the Secretary prior to the meeting at which the Annual election or special meeting is to be held. An absentee ballot may be withdrawn prior to the meeting and shall become void upon conveyance by the member of his Lot prior to the meeting.

2. Pg.4 Section 4.1 BOARD NUMBER. Section 4.1 of the Bylaws shall be deleted in its entirety and the following shall be inserted in its place.

"4.1 Number. The affairs of the Association shall be managed by the Board of Directors comprised of five (5) Directors who must be members of the Association, and each shall serve two (2) year terms, alternating two Directors/three Directors."

3. Pg.6 Section 5.1 NOMINATIONS. The last sentence of Section 5.1 shall be deleted and the following sentence shall be inserted in its place.

"Such nominations shall be made from among members of the Association."

4. Pg.7 Section 5.2 ELECTION. In the first sentence the words "by secret written Ballot" shall be deleted and the following inserted:

"by Proxy, ballot cast at the meeting or by Absentee Ballot."

5. The following new section shall be added to the Bylaws as Section 7.1(c).

Pg.8 Section 7.1(c) The Board of Directors shall have the Power to act on behalf of the Association in all business matters, including the authority to appoint a Managing Agent."

6. The following new section shall be added to the Bylaws as Section 8.8(e):

Pg.12 Section 8.8(e) Duties. The Board of Directors may assign some of the duties and services of the Secretary and the Treasurer to the Managing

Agent.

7. Pg.13 Section 11.1 ASSESSMENTS. On page 14, sentence number (3) three, shall be deleted in its entirety and the following shall be inserted in its place.

"If the Association has provided for collection of assessments by installments, upon default in payment of any one or more installments, the Association may accelerate payment for one year (12 months) in advance, and said assessment shall be declared due and payable in full."

8. Pg.15 Section 13.1 AMENDMENTS. Section 13.1 of the Bylaws shall be deleted in its entirety and the following shall be inserted in its place.

"These Bylaws may be amended, at a regular or special meeting of the membership, by an affirmative vote of a majority of the membership of the Association, provided that the proposed amendment is presented, in writing, to the membership at least ten (10) days prior to the meeting at which the vote will be taken."

9. The following new Section shall be added to the Bylaws as Article XV, 15.1:

Article XV - Indemnification of Directors Each director in his/her capacity as a director, officer or both, and each member of a duly constituted committee of the Association shall be indemnified by the Association against all expenses and liabilities, including Attorney's fees, reasonably incurred by or imposed upon him/her in connection with any proceeding in which he/she may become involved by reason of being or having been a director and/or officer and/or committee member of the Association, or any settlement thereof, whether or not he/she is a director, officer or committee member at the time such expenses are incurred, except in such cases wherein such director, officer or committee member is adjudged guilty of willful misconduct or gross negligence in the performance of his/her duties; provided that, in the event of a settlement, the indemnification shall apply only if and when the Board of Directors (with the affected member abstaining if he/she is then a

director) approves such settlement and reimbursement as being in the best interests of the Association. The indemnification by the Association set forth in this Article XV shall be paid by the Association. Such right of indemnification shall be not be deemed exclusive of any other right to which such director, officer or committee member may be entitled as a matter of law or agreement or vote of the Association or otherwise.

BYLAWS OTHERWISE UNAMENDED. Except as set forth herein the Bylaws shall be unamended and are hereby ratified and confirmed by the Association and will therefore remain in full force and effect in accordance with their terms.

IN WITNESS WHEREOF, the Association, by its corporate officers has caused this First Amendment to Bylaws of Meadow Ridge Homeowners Association to be duly executed the day and year first above written.

MEADOW RIDGE HOMEOWNERS  
ASSOCIATION

By: *Walter D. Shilley*  
President

Attest: *Charles F. Leubner*  
Secretary

*Ruth L. Boyd*  
*Paul L. Schaffer*  
*BU Smith*

Recorded in Deeds Book BCCT

This second amendment to the Bylaws of Meadow Ridge Homeowners Association is made this 28 day of APRIL, 1998 by the Meadow Ridge Homeowners Association, a Pennsylvania non-profit corporation (the "Association").

### Recitals

A. The Association is a Pennsylvania non-profit corporation whose members are all of the persons who are the owners of lots within that property located in New Britain Township, Bucks County, Pennsylvania. The Association has certain responsibilities and powers with regard to the administration and management of the properties including the common area therein and the enforcement of certain covenants, restriction and easements as set forth in a Declaration of Convents, Restrictions and Easements dated January 16, 1988 (the "Declaration") made by Meadow Ridge Inc. and recorded in February, 1988 in the Office of Recorder of Deeds, Bucks County, Pennsylvania at

Deed Book 2824 page 121.

- B. Certain Bylaws of Meadow Ridge Homeowners Association (the "Bylaws") were adopted by the initial Board Of directors of the Association on January 16, 1988.
- B. At a Special meeting of the members of the Association held on November 23, 1997, the association , by an affirmative vote of one half (1/2) of its members present in person or by absentee ballot approved certain amendments to the Bylaws.
- C. By this instrument, the Association desires to effectuate such amendments. Now, Therefore, this Second Amendment to the Bylaws of the Meadow Ridge Homeowners association witness as follows:

BYLAWS OF MEADOW RIDGE HOMEOWNERS ASSOCIATION  
(Changes approve in November of 1997 are in italics and  
bolded)

3.5. Voting. At all meetings of Members, each Member may vote in person or by **absentee voting**. **All absentee votes** shall be in writing and filed with the secretary. Every **absentee vote** shall be revocable and shall automatically cease upon conveyance by the Member of **his/her** Lot.

4.3. Removal. **Any** director may be removed from the Board of Directors, with cause, at a meeting of the Members, by a majority vote of the Members of the Association. A "majority" shall refer to a majority of those Members appearing at a meeting of the Members either in person or by **absentee ballot**, at which meeting a quorum of the Members is present in person or by **absentee ballot**. In the event of death, resignation or removal of a director, **his/her** Successor shall be Selected by the remaining members of the Board of Directors. Any successor shall serve for the unexpired term of **his/her** predecessors.

4.4. Compensation. No director shall receive compensation of any service **he/she** may render to the Association. However, any director may be reimbursed for **actual** expenses incurred in the performance of **his/her** duties.

5.2. Election. Election to the Board of Directors shall be by **confidential** written ballot **cast at the annual meeting or by absentee ballot**. At such election each Member may cast one vote for each vacancy as to which such Member's class of votes is entitled to elect. The persons receiving the largest number of votes from the class of Members entitled to elect them shall be elected. Cumulative voting is not permitted.

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

- (a) 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 holding one-half

- (1/2) of the votes-of each class of membership of the Association;
- (b) supervise all officers, agents and employees of the Association, and to see that their duties are properly performed;
- (c) as more fully provided in the Declaration, to:
- (1) fix the amount of the annual assessment against each Lot at least thirty (30) days in advance of each annual assessment period;
  - (2) send Notice of each assessment to every owner subject thereto at least thirty (30) days in advance of each annual assessment period;
  - (3) foreclose the lien against any property for which assessments are not paid within thirty (30) days after their due date or to bring an action at law against the owner personally obligated to pay the same;
  - (4) 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 of Directors for the issuance of these certificates. If a certificate states an assessment has been paid, such certificate shall be conclusive evidence of such payment;
  - (5) procure and maintain adequate liability and hazard insurance on property owned by the Association;
  - (6) cause all officers or employees having fiscal responsibilities to be bonded, as it may deem appropriate; and
  - (7) cause the Common Area, Storm Water Management Facilities and Greens to be maintained;
  - (8) cause the exterior of each unit to be properly maintained.

8.6. Vacancies. A vacancy in any office may be filled by appointment by the Board of Directors, The officer appointed to such vacancy shall serve for the remainder of the term of the officer *he/she* replaces.

11.1. Assessments. As more fully provided in the Declaration, *Members* are obligated to pay to the Association annual and special assessments, each of which are secured by a continuing lien upon the property against which the assessment is made. Any assessments which are not paid when due shall be delinquent. If the assessment is not paid within fifteen (15) days after the due date, the assessment may upon resolution of the Board of Directors bear late fees and charges, and alternatively or additionally, interest from the date of delinquency, in amounts and at a rate to be set by the Board of Directors for each assessment period. The Association may bring an action at law against the Owner personally obligated to pay the same or an action to foreclose the lien against his Lot, and there shall be added to the amount due the cost of preparing and filing the complaint in such action, and in the event a judgment is obtained, such judgment shall include interest on the amount due as provided herein and in the Declaration and reasonable attorneys fees to be fixed by the court, together with costs of the action. If the Association has provided for collection of assessments by installments, upon default in payment of any one or more installments, the Association may accelerate payment for one year (12 months) in advance and said assessment shall be declared due and payable in full. No owner may waive or otherwise escape liability for the assessments provided for herein by nonuse of the Common Area or abandonment of his lot. Similarly, an Owner's liability for any assessments shall not be abated nor reduced by reason of any interruption in his right of occupancy of his Lot or use of the Common Area, the benefits hereunder or under the Declaration, or for any other reason whatsoever.

**BYLAWS OTHERWISE UNAMENDED.** Except as set herein the bylaws shall be unamended and are hereby ratified and confirmed by the Association and will therefore remain in full force and effect in accordance with their term.

**IN WITNESS WHEREOF,** the Association, by its corporate officers has caused this Second Amendment to the Bylaws of Meadow Ridge Homeowners Association to be duly executed the day and year first above written.

BYLAWS OF MEADOW RIDGE HOMEOWNERS ASSOCIATION  
(Changes approve in November of 1997 are in italics)

ARTICLE I  
NAME AND LOCATION

1.1. Name and Location. The name of the corporation is Meadow Ridge Homeowners Association, hereinafter referred to as the "Association." The principal office of the corporation shall be located at 1301 Bethlehem Pike, Ambler, Pennsylvania, 19102, but meetings of Members and directors may be held at such places within Philadelphia, Montgomery or Bucks County, Pennsylvania as may be designated by the Board of Directors.

ARTICLE II  
DEFINITIONS

2.1. Definitions. Capitalized terms used herein, without separate definition, shall have the meanings assigned to them in the Declaration of Covenants, Restrictions and Easements of even date herewith executed by Meadow Ridge, Inc., a Pennsylvania corporation.

ARTICLE III  
MEETING OF MEMBERS

3.1. Annual Meetings. The first annual meeting of the Members shall be held within one year from the date of incorporation of the Association, and each subsequent regular annual meeting of the Members shall be held on the same day of the same month of each year thereafter, at the hour of eight 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.

3.2. Special Meetings. Special meetings of the Members may be called at any time by the president or by the Board of Directors, or upon written request of the Members who are entitled to vote more than one-half (1/2) of all of the votes of each class of membership in the Association.

3.3. 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, at least fifteen (15) 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.

3.4. Quorum. The presence at the meeting of Members entitled to cast, or of proxies entitled to cast, one-half (1/2) of the votes of each class of membership shall constitute a quorum for any action except as otherwise provided in the Articles of Incorporation, the Declaration, or these Bylaws.

If, however, such quorum shall not be present or represented at any meeting, the Members entitled to vote thereat shall have the 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.

3.5. Voting. At all meetings of Members, each Member may vote in person or by **absentee voting**. All **absentee votes** shall be in writing and filed with the secretary. Every **absentee vote** shall be revocable and shall automatically cease upon conveyance by the Member of **his/her** Lot.

3.6. Absentee Voting. The Association shall establish a procedure whereby members who do not attend a meeting of the members either in person or by proxy may nevertheless vote by absentee ballot. In order to be effective, absentee ballots shall be completed, signed and filed with the Secretary prior to the meeting at which the Annual election or special meeting is to be held. An absentee ballot maybe withdrawn prior to the meeting and shall become void upon conveyance by the member of his Lot prior to the meeting.

ARTICLE IV  
BOARD OF DIRECTORS; SELECTION; MEETINGS

4.1. Number. The affairs of the Association, shall be managed by the Board of Directors comprising five (5) Directors who must be members of the Association, and each shall serve two (2) year terms, alternating two Directors/three Directors.

4.2. Election. At the first annual meeting, each class of Members shall elect such of the directors as each is entitled to elect as provided in the Declaration.

4.3. Removal. **Any** director may be removed from the Board of Directors, with cause, at a meeting of the Members, by a majority vote of the Members of the Association. A "majority" shall refer to a majority of those Members appearing at a meeting of the Members either in person or by **absentee ballot**, at which meeting a quorum of the Members is present in person or by **absentee ballot**. In the event of death, resignation or removal of a director, **his/her** successor shall be Selected by the remaining members of the Board of Directors. Any successor shall serve for the un-expired term of **his/her** predecessors.

4.4. Compensation. No director shall receive compensation of any service **he/she** may render to the Association. However, any director may be reimbursed for **actual** expenses incurred in the performance of **his/her** duties.

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

4.6 Participation in Meetings by Communications Equipment. One or more members of the Board of Directors may participate in and be counted for quorum purposes at any meeting of Board of Directors by means of conference telephones or similar communications equipment by means which all person participating in the meeting can hear each other.

## ARTICLE V NOMINATION AND ELECTION OF DIRECTORS

5.1. Nomination. Nomination for election to the Board of Directors shall 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 (2) or more Members of the Association. The Nominating Committee shall 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 shall be announced at each annual meeting. The Nominating Committee shall make as many nominations for election 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. Such nominations may be made from among Members of the Association.

5.2. Election. Election to the Board of Directors shall be by **confidential** written ballot **cast at the annual meeting or by absentee ballot.** At such election each Member may cast one vote for each vacancy as to which such Member's class of votes is entitled to elect. The persons receiving the largest number of votes from the class of Members entitled to elect them shall be elected. Cumulative voting is not permitted.

## ARTICLE VI MEETINGS OF DIRECTORS

6.1. Regular Meetings. Regular meetings of the Board of Directors shall be held monthly without notice, at such place and hour as may be fixed from time to time by resolution of the Board of Directors. 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 (2) directors, after not less than three (3) 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 of Directors.

ARTICLE VII  
POWERS AND DUTIES OF THE BOARD OF DIRECTORS

7.1. Powers.

(a) The Board of Directors shall have all powers for the conduct of the affairs of the Association which are established by law or the Founding Documents which are not specifically reserved to Members or the developer by said Documents. Such powers of the Board of Directors shall include, without limitation, the power to levy assessments as provided herein and in the Declaration, and to establish and enforce reasonable rules and regulations for the use of the Properties.

(b) The Board of Directors shall exercise its power in accordance with the Governing Documents.

(c) The Board of Directors shall have the Power to act on behalf of the Association in all business matters, including the authority to appoint a Managing Agent.

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

(a) 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 holding one-half (1/2) of the votes-of each class of membership of the Association;

(b) supervise all officers, agents and employees of the Association, and to see that their duties are properly performed;

(c) as more fully provided in the Declaration, to:

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

(2) send Notice of each assessment to every owner subject thereto at least thirty (30) days in advance of each annual assessment period;

(3) foreclose the lien against any property for which assessments are not paid within thirty (30) days after their due date or to bring an action at law against the owner personally obligated to pay the same;

(4) 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 of Directors for the issuance of these certificates. If a certificate states an assessment has been paid, such certificate shall be conclusive evidence of such payment;

- (5) procure and maintain adequate liability and hazard insurance on property owned by the Association;
- (6) cause all officers or employees having fiscal responsibilities to be bonded, as it may deem appropriate; and
- (7) cause the Common Area, Storm Water Management Facilities and Greens to be maintained;
- (8) *cause the exterior of each unit to be properly maintained.*

ARTICLE VIII  
OFFICERS AND THEIR DUTIES

8.1. Enumeration of offices. The officers of this Association shall be a president and vice president, who shall at all times be members of the Board of Directors, a secretary, and a treasurer, and such other officers as the Board of Directors may from time to time by resolution create.

8.2. Election of Officers. The election of officers shall take place at the first meeting of the Board of Directors following each annual meeting of the Members.

8.3. TERM. The officers of the Association shall be elected annually by the Board of Directors and each shall hold office for two (2) years unless he shall sooner resign, or shall be removed, or otherwise disqualified to serve.

8.4. Special Appointments. The Board of Directors may elect 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 of Directors 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 of Directors. Any officer may resign at any time by giving written notice to the Board of Directors, 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 of Directors, The officer appointed to such vacancy shall serve for the remainder of the term of the officer *he/she* 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 a case of special offices created pursuant to section 8.4 hereof.

8.8.

Duties. The duties of the officers are as follows:

- (a) President. The president shall preside at all meetings of the Board of Directors; shall see that orders and resolutions of the Board of Directors are carried out; shall sign all leases, mortgages, deeds and other written instruments and shall co-sign all checks and promissory notes.
- (b) Vice President. The vice president shall act in the place and stead 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 of Directors.
- (c) Secretary. The secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board of Directors and of 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 of Directors and of the Members; keep appropriate current records showing the Members of the Association together with their addresses, and shall perform such other duties as required by the Board of Directors.
- (d) 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 if requested by the Board of Directors; 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.
- (e) The Board of Directors may assign some of the duties of the Secretary and the Treasurer to the Managing Agent.

#### ARTICLE IX COMMITTEES

9.1. Committees. The Board of Directors shall appoint an Architectural Control Committee, as provided in the Declaration, and a Nominating Committee, as provided in these Bylaws. In addition, the Board of Directors shall appoint other committees as deemed appropriate in carrying out its purpose.

#### ARTICLE X BOOKS AND RECORDS

10.1. Book 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 Bylaws 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

11.1. Assessments. As more fully provided in the Declaration, **Members** are obligated to pay to the Association annual and special assessments, each of which are secured by a continuing lien upon the property against which the assessment is made. Any assessments which are not paid when due shall be delinquent. If the assessment is not paid within fifteen (15) days after the due date, the assessment may upon resolution of the Board of Directors bear late fees and charges, and alternatively or additionally, interest from the date of delinquency, in amounts and at a rate to be set by the Board of Directors for each assessment period. The Association may bring an action at law against the Owner personally obligated to pay the same or an action to foreclose the lien against his Lot, and there shall be added to the amount due the cost of preparing and filing the complaint in such action, and in the event a judgment is obtained, such judgment shall include interest on the amount due as provided herein and in the Declaration and reasonable attorneys fees to be fixed by the court, together with costs of the action. If the Association has provided for collection of assessments by installments, upon default in payment of any one or more installments, the Association may accelerate payment for one year (12 months) in advance and said assessment shall be declared due and payable in full. No owner may waive or otherwise escape liability for the assessments provided for herein by nonuse of the Common Area or abandonment of his lot. Similarly, an Owner's liability for any assessments shall not be abated nor reduced by reason of any interruption in his right of occupancy of his Lot or use of the Common Area, the benefits hereunder or under the Declaration, or for any other reason whatsoever.

ARTICLE XII  
CORPORATE SEAL

12.1. The Association shall have a seal in circular form having within its circumference the words: "Meadow Ridge Homeowners Association."

ARTICLE XIII  
AMENDMENTS

13.1. Amendments. These Bylaws may be amended, at a regular or special meeting of the membership, by an affirmative vote of a majority of the membership of the Association, provided that the proposed amendment is presented, in writing, to the membership at least ten (10) days prior to the meeting at which the vote will be taken.

13.2. Conflict. In the case of any conflict between the Articles of Incorporation and these Bylaws, the Articles shall control; and in the case of any conflict between the Declaration and these Bylaws, the Declaration shall control.

ARTICLE XIV  
MISCELLANEOUS

14.1. Fiscal Year. The fiscal year of the Association shall begin on the first day of January and end on the 31st day of December of every year, except that the first fiscal year shall begin on the date of incorporation.

ARTICLE XV  
INDEMNIFICATION OF DIRECTORS

15.1. Indemnification of Directors. Each Director in his/her capacity as a director, officer or both, and each member of a duly constituted Committee of the Association shall be indemnified by the Association against all expenses and liabilities, including Attorney's fees reasonably incurred by or imposed upon him/her in connection with any proceeding in which he/she may become involved by reason of being or having been a director and/or officer and/or committee member of the Association, or any settlement thereof, whether or not he/she is a director, officer or committee member at the time such expenses were incurred, except in such cases wherein such director, officer or committee member is adjudged guilty of willful misconduct or gross negligence in the performance of his/her duties; provided that, in the event of a settlement, the indemnification shall apply only if and when the Board of Directors (with the affected member abstaining if he/she is then a Director) approves such settlement and reimbursement as being in the best interests of the Association. The indemnification by the Association set forth in this Article XV shall be paid by the Association. Such right of indemnification shall not be deemed exclusive of any other right to which such directors, officer or committee member may be entitled as a matter of law or agreement or vote of the Association or otherwise.

Meadow Ridge Homeowners Association

By: Daria S. Bowman  
President

Attest: Richard A. Tubo  
Secretary

[Signature]

L. Diane Seals

Angie D. Dick

Commonwealth of Pennsylvania: SS  
County of Bucks :

On this, the 28<sup>th</sup> day of April, 1998, before me, a notary public, personally appeared Daria S. Bowman, L. Diane Seals and Angie D. Dick, known to me, (or satisfactorily proven) to be the persons whose names are subscribed to the within instrument and acknowledged that they executed the same for the purposes therein contained.

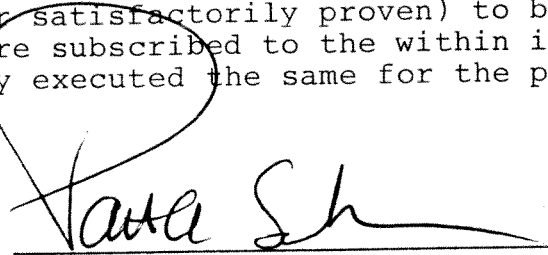
Janice Brzezowski  
Notary Public

Notarial Seal  
Janice Brzezowski, Notary Public  
Warrington Twp., Bucks County  
My Commission Expires Dec. 26, 1998

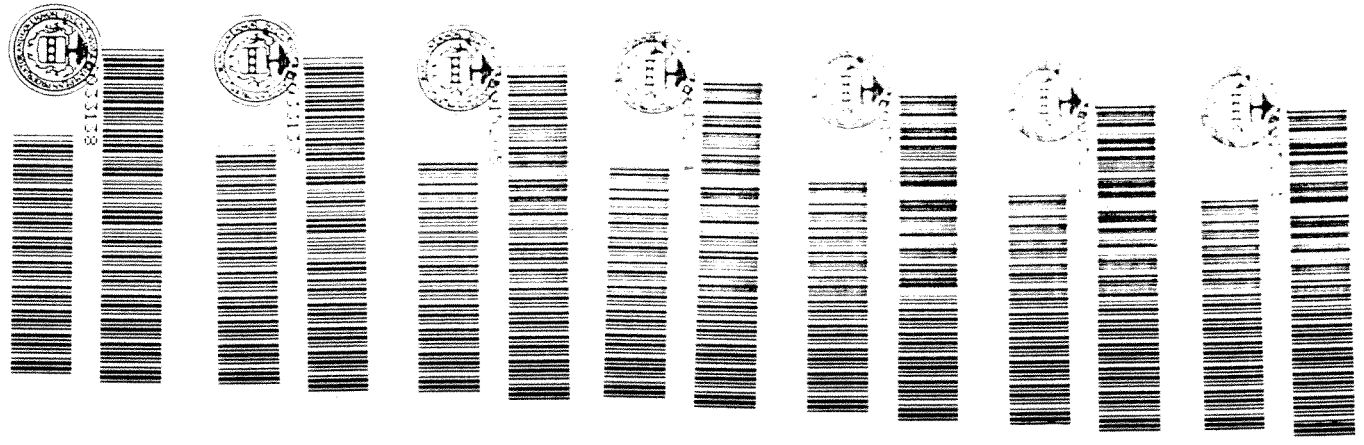
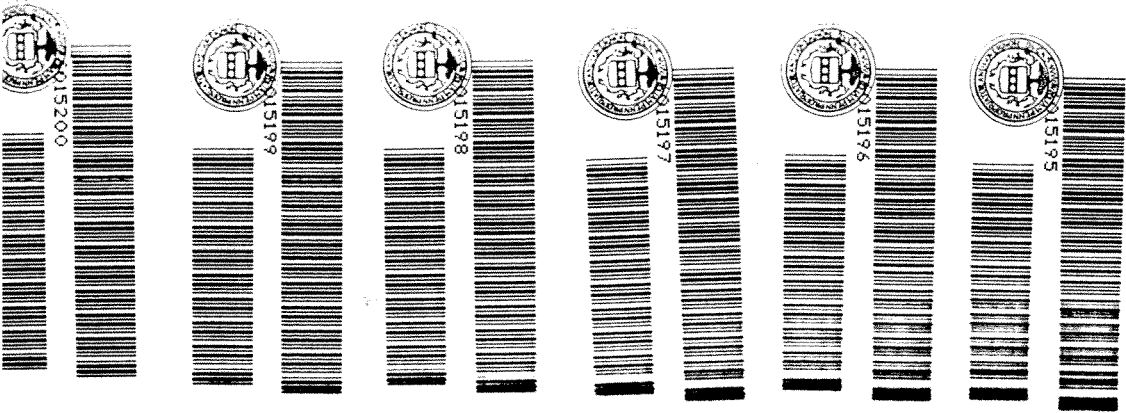
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Commonwealth of Pennsylvania:  
County of Montgomery ~~Bucks~~ SS  
:

On this, the 2nd day of MAY, 1998, before me,  
a notary public, personally appeared Richard Tulio and Richard  
Guenther, known to me, (or satisfactorily proven) to be  
the persons whose names are subscribed to the within instrument  
and acknowledged that they executed the same for the purposes  
therein contained.


  
\_\_\_\_\_  
Notary Public

Notarial Seal  
Patti A. Schum, Notary Public  
Montgomery Twp., Montgomery County  
My Commission Expires April 9, 2001  
Member, Pennsylvania Association of Notaries


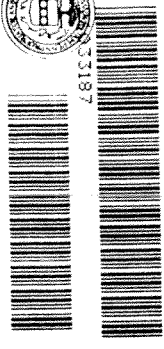


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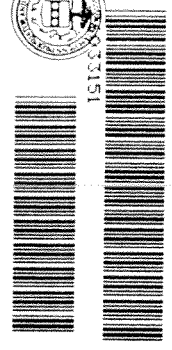
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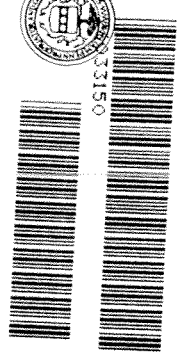
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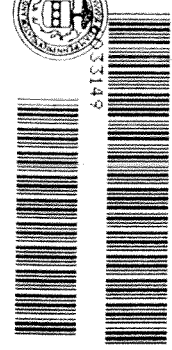
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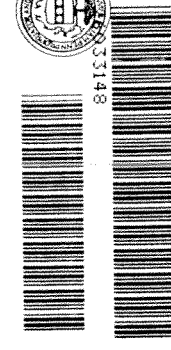
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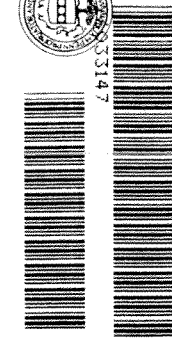
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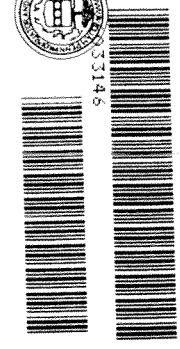
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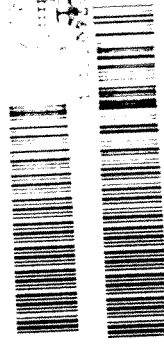
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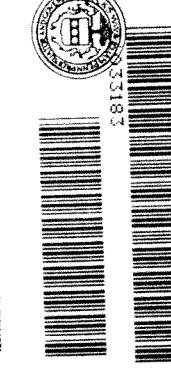
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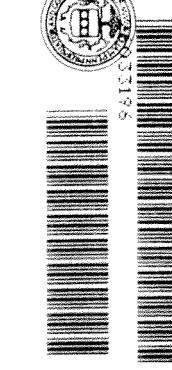
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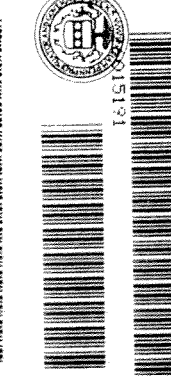
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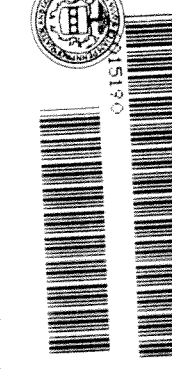
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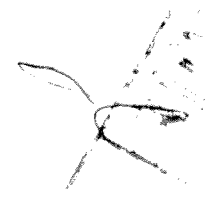
RECORDER OF DEEDS

NOTE

CHONA Registry 4400

MAIL

BK 581 F-2228



This third amendment to the Bylaws of Meadow Ridge Homeowners Association is made this 17~~th~~ day of May, 1998 by the Meadow Ridge Homeowners Association, a Pennsylvania non-profit corporation (the "Association").

#### Recitals

A. The Association is a Pennsylvania non-profit corporation whose members are all of the persons who are the owners of lots within that property located in New Britain Township, Bucks County, Pennsylvania. The Association has certain responsibilities and powers with regard to the administration and management of the properties including the common area therein and the enforcement of certain covenants, restriction and easements as set forth in a Declaration of Convents, Restrictions and Easements dated January 16, 1988 (the "Declaration") made by Meadow Ridge Inc. and recorded in February, 1988 in the Office of Recorder of Deeds, Bucks County, Pennsylvania at

Deed Book 2824 page 121.

B. Certain Bylaws of Meadow Ridge Homeowners Association (the "Bylaws") were adopted by the initial Board Of directors of the Association on January 16, 1988.

B. At a Special meeting of the members of the Association held on February 23, 1999, the association , by an affirmative vote of one half (1/2) of its members present in person or by absentee ballot approved certain amendments to the Bylaws.

C. By this instrument, the Association desires to effectuate such amendments. Now, Therefore, this Second Amendment to the Bylaws of the Meadow Ridge Homeowners association witness as follows:

**BYLAWS OF MEADOW RIDGE HOMEOWNERS ASSOCIATION**  
**(Changes approve in February of 1999 are in italics and bolded)**

Page 4, Article IV Board of Directors: Selection: Meetings.

Section 4.1 Board Number as recorded on February 3, 1993, with the first amendment to the bylaws, section 4.1 Number. The following shall be added to section 4.1;

(Add the word **resident** to the sentence below.)

Section 4.1. Number. The affairs of the Association, shall be managed by the Board of Directors comprising five (5) Directors who must be **resident** members of the Association, and each shall serve two (2) year terms, alternating two Directors/three Directors.

Notarial Seal  
 David W. Bentley, Notary Public  
 New Britain Twp., Bucks County  
 My Commission Expires March 14, 2002  
 Member, Pennsylvania Association of Notaries

**BYLAWS OTHERWISE UNAMENDED.** Except as set herein the bylaws shall be unamended and are hereby ratified and confirmed by the Association and will therefore remain in full force and effect in accordance with their term.

**IN WITNESS WHEREOF,** the Association, by its corporate officers has caused this Second Amendment to the Bylaws of Meadow Ridge Homeowners Association to be duly executed the day and year first above written.

Meadow Ridge Homeowners Association

*DEC 11, 1999 SWORN  
 AND SUBSCRIBED BEFORE  
 ME BY RICHARD A. GONTHAL  
 AND RICHARD A. TULLO*

By *[Signature]*  
 President

*David W. Bentley  
 Notary Public*

Attest *[Signature]*  
 Secretary

*[Signature]*

*Colleen M. Keefer  
 Oct 7 1999*

*[Signature]*

*[Signature]*

NOTARIAL SEAL  
 COLLEEN M. KEEFER  
 NOTARY PUBLIC  
 PENNDEL BOROUGH, BUCKS COUNTY  
 My Commission Expires June 2, 2002

Notarial Seal  
 David W. Bentley, Notary Public  
 New Britain Twp., Bucks County  
 My Commission Expires March 14, 2002  
 Member, Pennsylvania Association of Notaries

NOTARIAL SEAL  
 EILEEN HAGAN, Notary Public  
 Upper Dublin Twp., Montgomery Co., PA  
 My Commission Expires May 11, 2002

*OCT 6, 1999  
 SWORN & SUBSCRIBED  
 BEFORE ME BY ANGIE  
 D. DICK*  
*[Signature]*  
 Notary Public

*12.13.99  
 Sworn + subscribed before  
 me by STEPHEN GONTHAL, known  
 to me*  
*[Signature]*

NOTARIAL SEAL  
 EILEEN HAGAN, Notary Public

MEADOW



RIDGE

HOMEOWNERS  
ASSOCIATION

## RESOLUTION

Be it known that the following Resolution was approved by a vote of the members and the Board of Directors of Meadow Ridge Homeowners Association on February 27, 2006.

### **RESOLUTION TO CHANGE THE ANNUAL MEETING DATE FROM THE THIRD WEEK IN FEBRUARY TO THE THIRD WEEK IN MAY**

Article III, Section 3.1 previously read:

*The first annual meeting of the Members shall be held within one year from the date of incorporation of the Association, and each subsequent regular annual meeting of the Members shall be held on the same day of the same month of each year thereafter, at the hour of eight 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.*

Currently, Article III, Section 3.1 reads:

*The annual meeting of the Members shall be held in the third week of May, at the hour of eight o'clock P.M.*

*Jill M. Ryan*  
*Robert J. [Signature]*  
*Mary J. [Signature]*  
*Mike [Signature]*  
*Richard A. [Signature]*

MEADOW



RIDGE

HOMEOWNERS  
ASSOCIATION

## RESOLUTION

Be it known that the following Resolution was approved by a vote of the members and the Board of Directors of Meadow Ridge Homeowners Association on February 27, 2006.

### RESOLUTION FOR REDUCING THE QUORUM REQUIREMENTS

Article III, Section 3.4 previously read:

*The presence at the meeting of Members entitled to cast, or of proxies entitled to cast, one-half (1/2) of the votes of each class of membership shall constitute a quorum for any action except as otherwise provided in the Articles of Incorporation, the Declaration, or these Bylaws. 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.*

Currently, Article III, Section 3.4 reads:

*The presence at the meeting of Members entitled to cast, or of proxies entitled to cast, forty percent (40%) of the votes of each class of membership shall constitute a quorum for any action except as otherwise provided in the Articles of Incorporation, the Declaration, or these Bylaws. 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.*

*Steve M. Ryan*  
*Bob Smith*  
*Harold Smith*  
*Mike Luther*  
*Archival A. Luke*



RESOLUTION OF THE BOARD OF DIRECTORS OF THE MEADOW RIDGE HOMEOWNERS ASSOCIATION TO AUTHORIZE A CAPITAL IMPROVEMENT FEE UPON THE TRANSFER OR RESALE OF A UNIT

The undersigned, being the members of the Board of Directors of the Meadow Ridge Homeowners Association (the "Association"), a Pennsylvania domestic not-for-profit corporation, do hereby consent in writing to the adoption of the following resolution in accordance with the By-laws of the Association and the Pennsylvania Planned Community Act.

WHEREAS, Title 68, Chapter 5302 (a) (12) of the Pennsylvania Consolidated Statutes empowers the Association to impose a capital improvement fee on the transfer or resale of a unit in the Association; and,

WHEREAS, the Board of Directors has determined that a capital improvement fee to be paid upon the sale or transfer of any unit is necessary and appropriate, to be used to defray the future cost of new capital improvements or replacement of existing common elements.

THEREFORE, IT IS RESOLVED that a capital improvement fee in the amount **equal to three (3) months of current assessments** is to be paid to the Association by the buyer upon the sale or transfer of any unit in the community. No capital contribution fee shall be imposed on any gratuitous transfer of a unit between any of the following family members: spouses, parent and child, siblings, grandparent and grandchild. The monies generated by this capital improvement fee shall be placed in a separate capital account and may be expended only for new capital improvements or replacement of existing common elements and may not be expended for operation, maintenance or other purposes.

The capital improvement fee shall be paid by the buyer at the time of settlement upon the sale or transfer, and no deed shall be transferred or recorded until the capital improvement fee is paid to the Association. Delinquent payment of the capital improvement fee shall be collected in the same manner as any other delinquent assessment.

**THE RESOLUTION BECOMES EFFECTIVE** *January 1*, 2013.

IN WITNESS WHEREOF and as approved by the Board of Directors of the Meadow Ridge Homeowners Association on the 5<sup>th</sup> day of November, 2012.

ATTEST:

Charlene Lewis  
Secretary

Michael Mullett

Elizabeth Bouskoff

Quetta Elb

W. E. Clark