

**BYLAWS OF
COPELAND WOODS UNIT I HOMEOWNERS ASSOCIATION
A NON-PROFIT CORPORATION**

**ARTICLE I
OFFICE AND REGISTERED AGENT**

- 1.01 Offices. The registered and principal office of the Association is located at 216 Shelley Drive, Tyler, TX 75701.
- 1.02 Agent. The Registered Agent of the Association at the Registered Office is Anne Saleh Duffey.

**ARTICLE II
MEMBERSHIP AND VOTING RIGHTS**

- 2.01 Membership. Every person or entity who is a record owner of a lot in Copeland Woods Unit I Homeowners Association, as shown by plat recorded in Cabinet C, Slide 51-C of the Plat Records of Smith County, Texas; Unit III as shown by plat recorded in Cabinet C, Slide 174-D of the Plat Records of Smith County, Texas; and Unit IV as shown by Plat recorded in Cabinet C, Slide 197-C of the Plat Records of Smith County, Texas, shall be a member of the Association. The foregoing is not intended to include persons or entities who hold an interest merely as security for the performance of an obligation. Membership shall be appurtenant to and may not be separated from ownership of any lot.
- 2.02 Voting rights. Members shall be those owners as defined in Article 2.01 hereof with the exception of Saleh Development, Ltd. a Texas Limited Partnership. On all matters Members shall be entitled to one vote for each lot in which they hold the interest required for membership by Article 2.01. No more than one vote may be cast with respect to any one lot.

**ARTICLE III
MEETINGS OF MEMBERS**

- 3.01 Annual Meetings. The annual meetings of the members shall be held at the office of the Association specified in Article I above or at any other address specified in the Notice of the Meeting during the month of December of each year at which time and date as may be specified in said Notice by the Board of Directors of the Association.
- 3.02 Special Meetings. Special Meetings of the Members for any purpose may be called at any time by the President, the Board of Directors, or by members having not less than one-tenth (1/10) of the votes entitled to be cast at such meeting.
- 3.03 Notices. Notice of meetings shall be given to members by the Secretary. The notice shall be given to the member either personally, or by mailing a copy of the notice, postage prepaid, to the address appearing on the books of the Association. Notice of any meeting, regular or special, shall be given not less than then (10) nor more than fifty (50) days in advance of the meeting and shall set forth to the purpose of the meeting.

3.04 *Proxy Voting.* At any membership meeting, the presence, whether in person or by proxy, of members entitled to vote not less than ten percent (10%) of the total membership votes of each class of members shall constitute a quorum for the transaction of business. All proxies shall be in writing and filed with the secretary at the commencement of the meeting. Any proxy given by a person who shall not be a qualified member at the date of the meeting and any proxy given more than eleven (11) months before the date of the meeting shall be void.

ARTICLE IV **DIRECTORS**

4.01 *Authority.* The Directors shall act only as a Board and an individual Director shall have no power as such. All corporate powers of the Association shall be exercised by, or under the authority of, and the business and affairs of the Association shall be controlled by the Board of Directors, subject, however, to such limitations as are imposed by law, the Articles of Incorporation and Declaration of Covenants, Conditions, Assessments, Charges, Servitudes, Liens, Reservations and Easements for Copeland Woods, as amended, or these Bylaws, as to actions to be authorized or approved by the members of the Association. The Board of Directors may, by contract or otherwise, give general or limited or special power and authority to the officers and employees of the Association to transact the general business, or any special business of the Association, and may give Powers of Attorney to agents of the Association to transact any special business requiring such authorization.

4.02 *Number.* The authorized number of Directors of this Association shall be five (5). The Directors need not be members of the Association or residents of Texas. The number of Directors may be increased or decreased from time to time by amendment to these Bylaws, but no decrease shall have the effect of shortening the term of any incumbent Director. Any Directorship to be filled by reason of an increase in the number of Directors shall be filled by election at an annual meeting or at a special meeting of the members called for that purpose.

4.03 *Election.* The Directors shall be elected annually and shall hold office until their respective successors are selected, or until their death, resignation, or removal.

4.04 *Vacancies.* Vacancies in the Board of Directors may be filled by a majority of the remaining Directors, though less than a quorum, or by a sole remaining Director. The members may elect a Director at any time to fill any vacancy not filled by the Directors.

4.05 *Removal.* The entire Board of Directors or any individual Directors may be removed from office with or without cause by vote of the holders of a majority of the members entitled to vote for Directors, at any regular or special meetings of such members.

4.06 *Place of Meetings.* All meetings of the Board of Directors shall be held at the principal office of the Association or at such place within or without the State of Texas as may be designated from time to time by resolution of the Board or by written consent of all of the members of the Board.

4.07 *Annual Meetings.* Annual Meetings of the Board of Directors shall be held, without call or notice, immediately following each annual meeting of the members of the association.

4.08 *Special Meetings.* Special Meetings of the Board of Directors for any purpose shall be called at any time by the President, or, if he is absent or unable or refuses to act, by any Vice-President or any three (3) Directors. Written notices of the Special Meetings, stating the time, and in general terms, the purpose or purposes thereof, shall be mailed or telegraphed or personally delivered to each Director not later than the day before the day appointed for the meeting.

4.09 *Quorum.* A majority of the authorized number of Directors shall be necessary to constitute a quorum for the transaction of business. Every act or decision done or made by a majority of the Directors present shall be regarded as the act of the Board of Directors, unless a greater number be required by law or by the Articles of Incorporation.

4.10 *Action Without Meeting.* Any action required or permitted to be taken by the Board of Directors may be taken without a meeting, and with the same force and effect as the unanimous vote of Directors, if all members of the Board shall individually or collectively consent in writing at such action.

4.11 *Conduct of Meetings.* The President, or, in his absence, any Director selected by the Directors present, shall preside at meetings of the Board of Directors. The Secretary of the Association, or in his absences, any person appointed by the presiding officer, shall act as Secretary of the Board of Directors.

ARTICLE V **OFFICERS**

5.01 *Officers.* The officers of the Association shall be a President, a Vice – President, a Secretary, a Treasurer, and such assistants and other officers as the Board of Directors shall from time to time determine. Any two offices, except the President and Secretary, may be held by one person. All officers shall be elected by and hold office at the pleasure of the Board of Directors.

5.02 *Powers and Duties.* The officers of the Association shall have the powers and duties generally ascribed to the respective offices, and such individual authority or duty as may from time to time be established by the Board of Directors.

ARTICLE VI **CONTRACTS, CHECK DEPOSITS AND FUNDS**

6.01 *Contracts.* The Board of Directors may authorize any officer or officers, agent or agents of the Association, in addition to the officers so authorized by these Bylaws, to enter into any contract or execute and deliver any instrument in the name of or on behalf of the Association. Such authority may be general or confined to specific instances.

6.02 *Checks and Drafts.* All checks, drafts, or orders for the payment of money, notes or other evidence of indebtedness issued in the name of the Association shall be signed by such officer or

officers, agent or agents of the Association and in such manner as shall from time to time be determined by resolution of the Board of Directors.

6.03 *Deposits.* All funds of the Association shall be deposited from time to time to the credit of the Association in such banks, trust companies, or other depositories as the Board of Directors may select.

**ARTICLE VII
BOOKS AND RECORDS**

7.01 The Association shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its members, Board of Directors, and committees having any of the authority of the Board of Directors and shall keep at the registered or principal office a record giving the names and addresses of the members entitled to vote. All books and records of the Association may be inspected by any member or his agent or attorney for any proper purpose at any reasonable time.

**ARTICLE VIII
AMENDMENT TO BYLAWS**

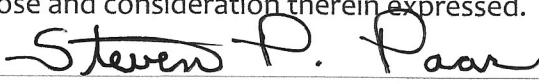
8.01 These Bylaws may be altered, amended, or repealed and new bylaws may be adopted by a majority of the votes cast under voting rights set forth in Paragraph 2.02 of Article II hereof, at any regular meeting or at any special meeting subject to the notice requirements of these Bylaws.

These Bylaws were adopted the 18th day of September 2006.

STATE OF TEXAS §

COUNTY OF SMITH §

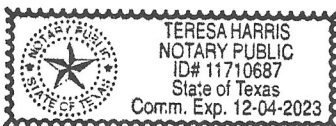
BEFORE ME, the undersigned authority, a Notary Public, on this day personally appeared Steven P. Paar, President of *Copeland Woods Unit I Homeowners Association, Inc.*, a Texas corporation, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purpose and consideration therein expressed.

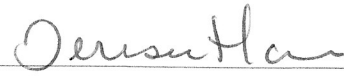


Steven P. Paar, President

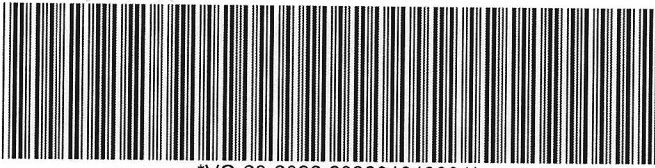
Sworn to and subscribed before me on this 14th day of November, 2022, by Steven P. Paar, President of *Copeland Woods Unit I Homeowners Association, Inc.*

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 14th day of November, 2022.





Notary Public In And For The State Of Texas



VG-23-2022-202201042824

Smith County
Karen Phillips
Smith County Clerk

Document Number: 202201042824

Real Property Recordings
BY LAWS

Recorded On: November 15, 2022 09:27 AM

Number of Pages: 5

Billable Pages: 4

" Examined and Charged as Follows: "

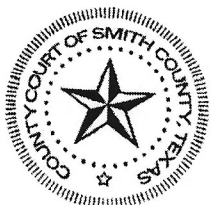
Total Recording: \$38.00

***** THIS PAGE IS PART OF THE INSTRUMENT *****

Any provision herein which restricts the Sale, Rental or use of the described REAL PROPERTY because of color or race is invalid and unenforceable under federal law.

File Information:

Document Number: 202201042824
Receipt Number: 20221115000030
Recorded Date/Time: November 15, 2022 09:27 AM
User: Jennafer M



STATE OF TEXAS
Smith County

I hereby certify that this Instrument was filed in the File Number sequence on the date/time printed hereon, and was duly recorded in the Official Records of Smith County, Texas

Karen Phillips
Smith County Clerk
Smith County, TX