

CONSTITUTION AND BYLAWS  
of  
BIG PINE LAKE LAKESHORE PROPERTY OWNERS ASSOCIATION  
HAZELTON TOWNSHIP, AITKIN COUNTY, MN  
(as Amended & Re-issued, July 1997)

ARTICLE I. NAME

This organization shall be known as the Big Pine Lake Lakeshore Property Owners Association.

ARTICLE II. PURPOSE

A. The purpose for the existence of this corporation shall be the care, preservation, and betterment of Big Pine Lake and Big Pine Lake Lakeshore property.

B. We pledge to support and work toward the following:

1. uniting our efforts to solve such problems as, but which problems are not necessarily limited to: algae litter, pollution control, water levels, fish stocking, vandalism and protection of property, zoning control, just equalization of taxes;

2. promoting and furthering good fellowship and extending acquaintances through, but not limited to, social and educational activities;

3. conserving fishing resources by such means as encouraging "Catch & Release" practices, or the "take only what you eat" philosophy;

4. increasing civic conscientiousness by means of active participation in joint or group projects which improve Big Pine Lake; and

5. aiding in the formulation and establishment of sound policies and practices designed to conserve, restore, protect and safely regulate the natural resources of Big Pine Lake.

C. The Association, to achieve its purposes, may join and pay dues to larger Associations which exist for like reasons and purposes.

ARTICLE III. COMPENSATION

This organization shall not afford pecuniary gain, incidentally or otherwise, to its members. All work of the organization is voluntary and charitable, except and unless expenses or compensation is specifically authorized, in advance, by the Board of Directors.

ARTICLE IV. GENERAL MEMBERSHIP MEETINGS

A. PLACE. Big Pine Lake Methodist Church, unless otherwise designated by the Board of Directors.

B. TIME. There shall be at least one regular General Membership meeting a year, normally in July, unless otherwise specified by a majority of the Board. Special membership meetings may be called by the President or the Board of Directors, but only for a specifically defined purpose, and then only if agreed to by a majority of Board

members.

C. NOTICE. Written notice of all General Membership meetings, including special meetings, shall be mailed at least fourteen days prior to the meeting, stating the time, place, and object thereof, to each member entitled to vote thereat, to the last known address of such member, as same appears upon the books of the corporation.

D. QUORUM. The presence at any General Membership meeting, in person or by \*proxy, of ten percent (10%) of the members entitled to vote shall constitute a quorum for the transaction of corporation business. Each qualified member shall be entitled to one vote.

\*proxy—see voting section

## ARTICLE V. MEMBERSHIP

VOTING membership is limited to Big Pine Lake Lakeshore Owners who have paid their dues. NON-VOTING memberships are available, for dues equal to those of Voting members, but only to residents owning property near the lake and whose property is adjacent to the lake. NON-VOTING members shall not be Board members.

## ARTICLE VI. DUES

Dues shall be fifteen dollars (\$15.00) per year, unless otherwise determined by a vote of the general membership, to be paid to the Treasurer.

1. Dues statements shall be mailed prior to the Annual General Membership meeting to each member who has not paid the dues for the Year.

2. When a member's dues become at least one year in arrears, and he/she has failed to respond to two reminders, his/her membership shall be terminated.

3. The funds of this organization shall be used for defraying the necessary expenses of the corporation, and for promoting the purposes and programs adopted by the Association.

4. Special donations can be requested for specific projects by a majority vote of the General Membership present at a meeting, of which all members have been notified.

## ARTICLE VII. VOTING

Voting rights of the lakeshore property owners are as follows:

1. A property owner will be allowed only one vote with the purchase of a membership, regardless of how little or how much property he/she owns; HOWEVER, an owner of distinct, legally recorded parcels, who has paid membership dues on each and every such parcel is entitled to a number of votes equal to the number of individual memberships he has paid on each such parcel;

2. a Proxy vote from a member is recognized if presented to the Board prior to the, and only for that specifically identified General Membership meeting. It must be verified against the Treasurer's records to make certain his/her membership is up to date, and that he/she is entitled to vote on the matters in question, which matters must be clearly identified in the Proxy;

3. the Board of Directors reserves the right to review written or verbal requests which may necessitate changes in the voting privileges. The decision of the Board will be final.

## ARTICLE VIII. OFFICERS AND BOARD OF DIRECTORS

- A. The property and business of this corporation shall be managed by its Board of Directors.
- B. The position on the Board of Directors is voluntary.
  - 1. Board members shall be appointed by the existing Board.
  - 2. Officers will be elected by the Board for the up-coming year - May 1 through April 30th.

### C. Officers of this Association shall be:

- 1. President
- 2. Vice President
- 3. Secretary
- 4. Treasurer.

### D. Board of Directors Meetings

- 1. REGULAR MEETINGS of the Board of Directors shall be held at the time of and immediately preceding the General Membership meeting.
- 2. SPECIAL MEETINGS of the Board may be called by the President at any time, and also, shall be called by him/her whenever requested to do so in writing by any member of the Board. Notice of special meetings may be given to each Director personally, by mail or by telecommunications at least five days prior to the meeting. A special meeting may be called without notice to the Directors if a full Board convenes and all agree to the holding of the meeting at such time and place, and waive all rights of notice thereof.
- 3. QUORUM. At all meetings of the Board, a majority of the Directors shall be necessary and sufficient to constitute a quorum for the transaction of business, and the act of a majority of the Directors present at any meeting at which there is a quorum shall be an act of the Board of Directors.

## ARTICLE IX. DUTIES OF DIRECTORS AND OFFICERS

### A. DIRECTORS:

- 1. shall attend all General Membership and Board of Directors meetings;
- 2. unless otherwise delegated, the Board shall carry out the wishes of General Membership-approved motions;
- 3. when possible, shall make personal calls on newcomers and on non-members.
- 4. shall consist of a maximum of 12 members.
- 5. shall mail out all notices of General Membership meetings, 14 days prior to the meeting. He/she shall send out notices of special meetings (Board & Membership) when asked to by the President.

### B. OFFICERS

#### THE PRESIDENT:

- 1. shall preside over all General Membership and Board of Director meetings, and see that the functions

and actions adopted by the Association, are carried out promptly;

2. shall call Special meetings when requested to do so, or if he/she deems it necessary;
3. shall perform such other duties as from time to time may be assigned to him/her by the Board of Directors;
4. shall have his/her signature, with that of the Treasurer, on all bank accounts;
5. shall be an ex-officio member of all committees;
6. shall act as liaison for the Association with the Hazelton Township Board;
7. shall appoint a nomination committee for the following year;
8. shall appoint two members to be auditors.

#### THE VICE PRESIDENT:

1. shall give all assistance possible to the President;
2. shall preside at General Membership and Directors meetings when the President is absent;
3. shall assume the presidency if the President does not complete his/her term of office.

#### THE SECRETARY:

1. shall record all Minutes of General Membership and Board of Directors meetings;
2. with the help of the Board of Directors, shall keep a current address list of all property owners;
3. shall answer all communications;
4. shall read the "Minutes" of the past meetings at the General Membership and Board of Director meetings;
5. shall take the roll and record it;
6. shall read all communications at the meetings;
7. shall keep track of all votes;

#### THE TREASURER:

1. shall keep a full and accurate account of all receipts and disbursements in books belonging to the Association;
2. shall deposit all money;
3. shall pay all bills as directed by the Board of Directors;
4. shall give a full financial report at General Membership and Board of Directors meetings;

5. shall send out dues statements to those who have not paid by the fall Board Meeting;

6. at the end of his/her term of office, shall work with two Board Members appointed by the President to examine the books of the Association, and certify the annual balances to the Board and members

## ARTICLE X RULES

A. **INSPECTION OF BOOKS** - Members shall be permitted to inspect the books of the corporation at all reasonable times.

B. **THE FISCAL YEAR** - Shall be 1 August to 31 July the following year.

C. **REMOVAL FROM OFFICE** - A Director or an Officer may be removed from office for:

1. missing too many meetings;
2. not carrying out his/her duties;
3. abusing his/her office privileges.

Action of removal will be initiated by a majority vote of the Board of Directors.

D. **VACANCIES** - If the office of any Director or any Officer becomes vacant by reason of death, resignation, disqualification, removal from office or otherwise, the Directors then in office, by a majority vote, may choose a successor who shall hold office for the unexpired term.

E. **AMENDMENTS TO THE BYLAWS** - These Bylaws may be amended by a two-thirds (67%) majority vote of the Board of Directors at any regular or special meeting of the Board to which all Board members were invited - i.e. by two-thirds of the total number of Board members, not two-thirds of the Board members present at a meeting.

THE ABOVE VERSION WAS REVIEWED AND APPROVED BY A MAJORITY VOTE OF THE BOARD OF DIRECTORS AT A SPECIAL MEETING CALLED FOR THAT PURPOSE ON JUNE 14, 1997.

IN A VOTE CONCLUDED JULY 9, 1997, THE ABOVE VERSION OF THE BYLAWS WAS APPROVED BY THE MEMBERS FOLLOWING THE BALLOTING OF ALL 103 FY96 PAID MEMBERS, 81 OF WHOM VOTED, 78 OF WHOM VOTED "YES" TO APPROVE THE ABOVE VERSION, ONE MEMBER VOTED "NO" - SIX BALLOTS COULD NOT BE COUNTED, AS TWO CAME AFTER THE CLOSING DATE OF JULY 9, 1997, AND FOUR BALLOTS WERE NOT PROPERLY COMPLETED. THE RESULT OF THE ELECTION WAS APPROVED BY A MAJORITY VOTE OF THE BOARD OF DIRECTORS AT A REGULAR BOARD OF DIRECTORS MEETING HELD ON JULY 12, 1997, AND THIS VERSION OF THE BYLAWS BECAME EFFECTIVE AT THAT DATE AND TIME, WITH THE SIGNATURES OF THE OFFICERS OF THE ASSOCIATION.