

BY-LAWS BOOK 6934 PAGE 485  
OF  
BAY COUNTRY ESTATES HOMEOWNERS ASSOCIATION, INC.

ARTICLE I  
NAME AND LOCATION

The name of the corporation is Bay Country Estates Homeowners Association, Inc., hereinafter referred to as the "Association". The principal mailing address for the Association shall be at Post Office Box 444, Tracys Landing, Maryland, 20779. Meetings of members and directors may be held at such places within the State of Maryland, County of Anne Arundel, as may be designated by the Board of Directors.

ARTICLE II  
DEFINITIONS

RECORD FEE 20.00  
RL PROP 2.00  
#711910 C766 R01 T13:0  
02/17/9  
ROBERT P. DUCKWORTH  
ANNE ARUNDEL COUNTY CIRCUIT COURT

Section 1. "Association" shall mean and refer to the Bay Country Estates Homeowners Association, Inc., its successors and assigns.

Section 2. "Properties" shall mean and refer to that certain real property described in the Bay Country Declaration of Covenants, Restrictions, and Affirmative Obligations, and such additions thereto as may hereafter be brought within the jurisdiction of the Association.

Section 3. "Common Area" shall mean all real property owned by the Association for the common use and enjoyment of the Owners.

Section 4. "Lot" shall mean and refer to any plot of land shown upon any recorded subdivision map of the Properties with the exception of the Common Area.

Section 5. "Owner" shall mean and refer to the record owner, their successors and assigns, whether one or more persons or entities, of the fee simple title to any Lot which is a part of the Properties and improved by a single-family residential structure, including contract sellers, but excluding those who have such interest merely as security for the performance of an obligation.

Section 6. "Declaration" shall mean and refer to the Bay Country Declaration of Covenants, Restrictions and Affirmative Obligations applicable to the Properties recorded among the Land Records of Anne Arundel County, Maryland, Liber 3223, Page 581.

Section 7. "Member" shall mean and refer to those persons entitled to membership as provided in the Declaration and the Articles of Incorporation of the Association, and shall include all Owners.

ARTICLE III  
MEETING OF MEMBERS

BOOK 6934 PAGE 486

Section 1. Annual Meetings. The first annual meeting of the members shall be held within one year from the date of recordation of these By-Laws, and each subsequent regular annual meeting of the members shall have its time, date and location announced as provided for in ARTICLE III, Section 3.

Section 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 one-fourth (1/4) of all of the votes of the Class A membership.

Section 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.

Section 4. Quorum. The presence at the meeting of members entitled to cast, or of proxies entitled to be cast, one-tenth (1/10) 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 By-Laws. 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.

Section 5. Voting and Proxies. At all meetings of the members, each member may vote in person or by proxy, and may cast as many votes as the member owns Lots. 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.

ARTICLE IV  
BOARD OF DIRECTORS: SELECTION AND TERM OF OFFICE

Section 1. Number. The affairs of the Association shall be managed by a Board of not less than three (3) directors, who need not be members of the Association.

Section 2. Term of Office. Beginning with the first annual meeting, the members shall elect directors for terms of five (5) years, or until eighty-five percent (85%) of all Lots available for sale in the community are sold, at which time the members may elect directors who shall serve terms of three (3) years. Thereafter members shall elect five directors, two of which shall hold terms for one (1) year; two of which shall hold terms for two (2) years, and one of which shall hold a term of three (3) years, and at each annual meeting thereafter, the members shall elect the one or pair of directors whose term has expired.

Section 3. **Removal.** Any director may be removed from the Board, with or without cause, by a majority vote of the members of the Association. In the event of death, resignation or removal of a director, his successor shall be elected by the remaining members of the Board and shall serve until the next annual meeting.

Section 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.

Section 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.

## ARTICLE V NOMINATION AND ELECTION OF DIRECTORS

Section 1. **Nominations.** Nominations 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 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 determine in its discretion, but not less than the number of vacancies that are to be filled. Such nominations may be made from among members or non-members.

Section 2. **Election.** Election to the Board of Directors shall be by secret written ballot. At such election the members or their proxies may cast, in respect to each vacancy, as many votes as they own Lots. The persons receiving the largest number of votes shall be elected. Cumulative voting is not permitted.

## ARTICLE VI MEETINGS OF DIRECTORS

Section 1. **Regular Meetings.** Regular meetings of the Board of Directors shall be held quarterly without notice, at such place and hour as may be fixed from time to time by resolution of the Board. 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.

Section 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 directors, after not less than three (3) days notice to each director.

Section 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.

## ARTICLE VII POWERS AND DUTIES OF THE BOARD OF DIRECTORS

Section 1. Powers. The Board of Directors shall have power to:

(a) adopt and publish rules and regulations governing the use of the Common Area and facilities, and the personal conduct of the members and their guests thereon, and to establish penalties for the infraction thereof;

(b) suspend the voting rights and the right to use the recreational facilities of a member during any period in which such member shall be in default in the payment of any assessment levied by the Association. Such rights may also be suspended after notice and hearing, for a period not to exceed sixty (60) days for infraction of published rules and regulations;

(c) exercise for the Association all powers, duties, and authority vested in or delegated to this Association and not reserved to the membership by other provisions of these By-Laws, the Articles of Incorporation, or the Declaration;

(d) declare the office of a member of the Board of Directors to be vacant in the event such member shall be absent from three (3) consecutive regular meetings of the Board of Directors; and

(e) employ a manager, an independent contractor, or such other employees as they deem necessary, and to prescribe their duties.

Section 2. Duties. It shall be the duty of the Board of Directors to:

(a) cause to be kept a complete record of all of 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 one-fourth (1/4) of the Class A members who are entitled to vote;

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

(c) 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 written notice of each assessment to every Owner subject thereto at least thirty (30) days in advance of each annual assessment period; and

(3) place and foreclose a lien against any property for which assessments are not paid within sixty (60) days after the due date or to bring an action at law against the Owner personally obligated to pay the same.

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

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

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

(g) cause the Common Area to be maintained.

## ARTICLE VIII OFFICERS AND THEIR DUTIES

Section 1. **Enumeration of Officers.** 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 may from time to time create by resolution.

Section 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.

Section 3. **Term.** The officers of the Association shall be elected annually by the Board and each shall hold office for one (1) year unless he shall sooner resign, or shall be removed, or be otherwise disqualified to serve.

Section 4. **Special Appointments.** The Board 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 may, from time to time, determine.

Section 5. **Resignation and Removal.** Any officer may be removed from office with or without cause by the Board. Any officer may resign at any time giving written notice to the Board, 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.

Section 6. **Vacancies.** A vacancy in any office may be filled by appointment by the Board. The officer appointed to such vacancy shall serve for the remainder of the year, but shall be subject to a confirmation vote of the members at the next annual meeting, and then shall finish the term.

Section 7. Multiple Offices. The offices of Secretary and Treasurer may be held by the same person. No person shall hold more than one of any of the other offices simultaneously, except in the case of special offices created pursuant to Section 4 of this Article.

Section 8. Duties. The duties of the officers are as follows;

(a) President. The President shall preside at all meeting of the Board of Directors; shall see that orders and resolutions of the Board are carried out; shall sign all leases, mortgages, deeds and other written instruments, and shall co-sign all checks and promissory notes. The President shall also serve as Chairman of the Architectural Control Committee.

(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.

(c) Secretary. The Secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board 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 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.

(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's books to be made by the Finance Committee at the completion of each fiscal year; 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

Section 1. Architectural Control Committee. The Board of Directors shall appoint at least two (2) additional members of the Architectural Control Committee to serve, along with the President who shall serve as Chairperson of the Committee. The Association, acting through the Architectural Control Committee or such other committee as shall then be established, shall have full power to approve or disapprove plans and specifications for any building, structure, fence, hedge, or other structure or improvement under the Declaration, and enforce, by any proceeding at law or in equity, all restrictions, conditions, covenants, reservations, liens, charges, now or hereafter imposed, by the provisions of the Declaration.

Section 2. Nominating Committee. The Board of Directors shall appoint a Nominating Committee, as provided by Article V, Section 1, of these By-Laws.

Section 3. **Finance Committee.** The members of the Association shall appoint a Finance Committee consisting of persons other than members of the Board of Directors. The Finance Committee shall assist the Board and perform the annual audit as provided in Article VIII, Section 8 (d) of these By-Laws.

Section 4. **Other Committees.** The Board of Directors shall appoint other committees as deemed appropriate in carrying out its purpose. Each committee shall have a chairperson, and that person shall attend Board of Directors meetings for the purpose of Committee reporting.

## ARTICLE X BOOKS AND RECORDS

The books, records and papers of the Association shall be subject to inspection by any member of the Association. The Declaration, the Articles of Incorporation, and the By-Laws of the Association shall be made available to any member of the Association upon request.

## ARTICLE XI ASSESSMENTS

Each Owner is obligated to pay to the Association an annual assessment not to exceed \$150.00, and special assessments, which are secured by a continuing lien upon the Lot against which the assessment is made. Any assessments which are not paid when due shall be deemed delinquent. If the assessment is not paid within thirty (30) days after the due date, the assessment shall bear interest from the date of delinquency at the rate of five dollars (\$5.00) per month, and the Association may bring an action at law against the Owner personally obligated to pay the same or foreclose the lien against the property with interest, costs, and reasonable attorney's fees of any such action shall be added to the amount of such assessment. 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.

## ARTICLE XII CORPORATE SEAL

The Association may have a seal in usual form, but use of such seal is not required for the execution of any document.

Section 1. These By-Laws may be amended, at a regular or special meeting of the members, by a vote of a majority of a quorum of members present in person or by proxy, except that the Federal Housing Administration or the Veterans Administration shall have the right to veto amendments while there is a Class B membership.

Section 2. In the case of any conflict between the Articles of Incorporation and these By-Laws, the Articles shall control; and in the case of any conflict between the Declaration and these By-Laws, the Declaration shall control.

ARTICLE XIV  
MISCELLANEOUS

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 HEREOF, we, being all of the directors of the Bay Country Estates Homeowners Association, Inc., have hereunto set our hands and seals this 9<sup>th</sup> day of January, 1995.

Helena N. Joy  
Witness

Wyatt B. Rinker  
Wyatt B. Rinker, President

Carol B. Moran  
Carol B. Moran, Vice-President

Stephen E. Coleman  
Stephen E. Coleman, Member

Robert H. Joy  
Robert H. Joy, Member

Ivan Petric  
Ivan Petric, Member