1034032

BY-LAWS OF MUSTIQUE CONDOMINIUM OWNERS' ASSOCIATION, INC.

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BY-LAWS

OF MUSTIQUE CONDOMINIUM OWNERS' ASSOCIATION, INC.

Table of Contents

Section 1.01 Name	Article I Gener	<u>al</u>
Section 1.03	Section 1.01.	
Section 1.03	Section 1.02.	Terms Defined
Section 1.04. Applicability of By-Laws 1	Section 1.03.	Purpose
Section 1.05. Principal Office Section 1.06. Powers Reserved to the Declarant 1	Section 1.04.	
Section 1.06. Powers Reserved to the Declarant 1		
Article II Membership 1 Section 2.01. Qualification 1 Section 2.03. Succession 1 Section 2.03. Succession 1 Article III Meetings of Members 2 Section 3.01. Annual Meeting 2 Section 3.02. Change of Annual Meeting 2 Section 3.03. Special Meetings 2 Section 3.04. Notice of Meetings 2 Section 3.05. Sulver of Notice 2 Section 3.06. Quorum 2 Section 3.07. Adjournment for Lack of Quorum 2 Section 3.07. Adjournment for Lack of Quorum 2 Section 3.09. Minutes of Meetings 3 Section 3.10. Open Meetings 3 Section 3.11. Proviso 3 Article IV Voting Rights 3 Section 4.01. Votes 3 Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Eligible Security Interest Holders 3 Section 5.01. Governing Body and Num		
Section 2.02. No Additional Qualifications 1 Section 2.03. Succession 1 Article III Meetings of Members 2 Section 3.01. Annual Meeting 2 Section 3.02. Change of Annual Meeting 2 Section 3.03. Special Meetings 2 Section 3.05. Motice of Meetings 2 Section 3.05. Quorum 2 Section 3.06. Quorum 2 Section 3.07. Adjournment for Lack of Quorum 2 Section 3.08. Action Without Meeting 3 Section 3.09. Minutes of Meetings 3 Section 3.09. Minutes of Meetings 3 Section 3.09. Minutes of Meetings 3 Section 3.01. Proviso 3 Article IV Voting Rights 3 Section 4.01. Votes 3 Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Plosay 3 Section 5.01. Governing Body and		
Section 2.02. No Additional Qualifications 1 Section 2.03. Succession 1 Article III Meetings of Members 2 Section 3.01. Annual Meeting 2 Section 3.02. Change of Annual Meeting 2 Section 3.03. Special Meetings 2 Section 3.05. Motice of Meetings 2 Section 3.05. Quorum 2 Section 3.06. Quorum 2 Section 3.07. Adjournment for Lack of Quorum 2 Section 3.08. Action Without Meeting 3 Section 3.09. Minutes of Meetings 3 Section 3.09. Minutes of Meetings 3 Section 3.09. Minutes of Meetings 3 Section 3.01. Proviso 3 Article IV Voting Rights 3 Section 4.01. Votes 3 Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Plosay 3 Section 5.01. Governing Body and	Article II Memb	ership 1
Section 2.02. No Additional Qualifications 1	Section 2.01.	
Article II Meetings of Members 2	Section 2.02.	
Section 3.01. Annual Meeting 2 Section 3.02. Change of Annual Meeting 2 Section 3.03. Special Meetings 2 Section 3.04. Notice of Meetings 2 Section 3.05. Waiver of Notice 2 Section 3.06. Quorum 2 Section 3.07. Adjournment for Lack of Quorum 2 Section 3.09. Minutes of Meetings 3 Section 3.09. Minutes of Meetings 3 Section 3.10. Open Meetings 3 Section 3.11. Proviso 3 Article IV Voting Rights 3 Section 4.01. Votes Required to Transact Business 3 Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Eligible Security Interest Holders 3 Section 4.04. Voting by Eligible Security Interest Holders 3 Section 5.05. Governing Body and Number 4 Section 5.01. Governing Body and Number 4 Section 5.03. Appointment by the Declarant 4 Section 5.06. Term <td< td=""><td>Section 2.03.</td><td></td></td<>	Section 2.03.	
Section 3.01. Annual Meeting 2 Section 3.02. Change of Annual Meeting 2 Section 3.03. Special Meetings 2 Section 3.04. Notice of Meetings 2 Section 3.05. Waiver of Notice 2 Section 3.06. Quorum 2 Section 3.07. Adjournment for Lack of Quorum 2 Section 3.09. Minutes of Meetings 3 Section 3.09. Minutes of Meetings 3 Section 3.10. Open Meetings 3 Section 3.11. Proviso 3 Article IV Voting Rights 3 Section 4.01. Votes Required to Transact Business 3 Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Eligible Security Interest Holders 3 Section 4.04. Voting by Eligible Security Interest Holders 3 Section 5.05. Governing Body and Number 4 Section 5.01. Governing Body and Number 4 Section 5.03. Appointment by the Declarant 4 Section 5.06. Term <td< td=""><td></td><td></td></td<>		
Section 3.02. Change of Annual Meeting 2 Section 3.03. Special Meetings 2 Section 3.05. Waiver of Notice 2 Section 3.06. Quorum 2 Section 3.07. Adjournment for Lack of Quorum 2 Section 3.08. Action Without Meeting 3 Section 3.09. Minutes of Meetings 3 Section 3.10. Open Meetings 3 Section 4.01. Voting Rights 3 Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Proxy 3 Section 4.04. Voting by Eligible Security Interest Holders 3 Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.04. Section 5.05. Election of the Board of Directors 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.01. Meetings of the Board o	Article III Meetir	
Section 3.03. Special Meetings 2 Section 3.04. Notice of Meetings 2 Section 3.05. Waiver of Notice 2 Section 3.06. Quorum 2 Section 3.07. Adjournment for Lack of Quorum 2 Section 3.09. Minutes of Meetings 3 Section 3.10. Open Meetings 3 Section 3.11. Proviso 3 Article IV Voting Rights 3 Section 4.01. Votes 3 Section 4.02. Voting by Proxy 3 Section 4.03. Voting by Eligible Security Interest Holders 3 Section 4.04. Voting by Eligible Security Interest Holders 3 Section 5.05. Proviso 4 Article V Board of Directors 4 Section 5.01. Governing Body and Number 4 Section 5.03. Appointment by the Declarant 4 Section 5.05. Election of the Board of Directors 4 Section 5.08. Removal 5 Section 5.09	Section 3.01.	Annual Meeting 2
Section 3.04. Notice of Meetings 2 Section 3.05. Waiver of Notice 2 Section 3.06. Quorum 2 Section 3.07. Adjournment for Lack of Quorum 2 Section 3.08. Action Without Meeting 3 Section 3.09. Minutes of Meetings 3 Section 3.10. Open Meetings 3 Section 3.11. Proviso 3 Article IV Voting Rights 3 Section 4.01. Votes 3 Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Proxy 3 Section 4.04. Voting by Proxy 3 Section 4.05. Order of Business 3 Section 4.06. Proviso 4 Article V Board of Directors Action 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.09.	Section 3.02.	Change of Annual Meeting
Section 3.04. Notice of Meetings 2 Section 3.05. Waiver of Notice 2 Section 3.06. Quorum 2 Section 3.07. Adjournment for Lack of Quorum 2 Section 3.08. Action Without Meeting 3 Section 3.09. Minutes of Meetings 3 Section 3.10. Open Meetings 3 Section 3.11. Proviso 3 Article IV Voting Rights 3 Section 4.01. Votes 3 Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Proxy 3 Section 4.04. Voting by Proxy 3 Section 4.05. Order of Business 3 Section 4.06. Proviso 4 Article V Board of Directors Action 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.09.	Section 3.03.	Special Meetings
Section 3.05. Waiver of Notice 2 Section 3.06. Quorum 2 Section 3.07. Adjournment for Lack of Quorum 3 Section 3.09. Minutes of Meetings 3 Section 3.10. Open Meetings 3 Section 3.11. Proviso 3 Article IV Voting Rights 3 Section 4.01. Votes 3 Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Proxy 3 Section 4.04. Voting by Eligible Security Interest Holders 3 Section 4.05. Order of Business 3 Section 4.06. Proviso 4 Article V Board of Directors 4 Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.04. Monination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.09. Compensation 5 Section 5.09. Compensation	Section 3.04.	
Section 3.06. Quorum 2 Section 3.07. Adjournment for Lack of Quorum 2 Section 3.09. Action Without Meetings 3 Section 3.10. Open Meetings 3 Section 3.11. Proviso 3 Article IV Voting Rights 3 Section 4.01. Votes 3 Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Proxy 3 Section 4.04. Voting by Eligible Security Interest Holders 3 Section 4.05. Order of Business 3 Section 4.06. Proviso 4 Article V Board of Directors 4 Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.09. Compensation 5 Section 5.01. <	Section 3.05.	
Section 3.07. Adjournment for Lack of Quorum 2 2 3 3 3 4 5 5 5 5 5 5 5 5 5		
Section 3.08. Action Without Meeting 3 Section 3.09. Minutes of Meetings 3 Section 3.10. Open Meetings 3 Section 3.11. Proviso 3 Article IV Voting Rights 3 Section 4.01. Votes 3 Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Proxy 3 Section 4.04. Voting by Eligible Security Interest Holders 3 Section 4.05. Order of Business 3 Section 4.06. Proviso 4 Article V Board of Directors 4 Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.07. Vacancies 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.01. Meetings of the Board of Directors 5 Section 6.01. Meetings 5		
Section 3.09. Minutes of Meetings 3 Section 3.10. Open Meetings 3 Section 3.11. Proviso 3 Article IV Voting Rights 3 Section 4.01. Votes 3 Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Proxy 3 Section 4.04. Voting by Eligible Security Interest Holders 3 Section 4.05. Order of Business 3 Section 5.05. Governing Body and Number 4 Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.07. Vacancies 4 Section 5.08. Removal 5 Section 5.00. Compensation 5 Section 6.01. Meetings 5 Article VI Meetings of the Board of Directors 5 Section 6.01. </td <td></td> <td></td>		
Section 3.10. Open Meetings 3 Section 3.11. Proviso 3 Article IV Voting Rights 3 Section 4.01. Votes 3 Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Proxy 3 Section 4.04. Voting by Eligible Security Interest Holders 3 Section 4.05. Order of Business 3 Section 4.06. Proviso 4 Article V Board of Directors 4 Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.07. Vacancies 4 Section 5.08. Removal 5 Section 5.01. Meetings of the Board of Directors 5 Article VI Meetings of the Board of Directors 5 Section 6.01. Meetings 5		
Section 3.11. Proviso 3 Article IV Voting Rights 3 Section 4.01. Votes 3 Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Proxy 3 Section 4.04. Voting by Eligible Security Interest Holders 3 Section 4.05. Order of Business 3 Section 4.06. Proviso 4 Article V Board of Directors 4 Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.07. Vacancies 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors 5 Article VI Meetings of the Board of Directors 5 Section 6.01. Meetings		
Article IV Voting Rights 3 Section 4.01. Votes 3 Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Proxy 3 Section 4.04. Voting by Eligible Security Interest Holders 3 Section 4.05. Order of Business 3 Section 4.06. Proviso 4 Article V Board of Directors 4 Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors 5 Section 6.01. Meetings 5		
Section 4.01. Votes 3 Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Proxy 3 Section 4.04. Voting by Eligible Security Interest Holders 3 Section 4.05. Order of Business 3 Section 4.06. Proviso 4 Article V Board of Directors 4 Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.09. Compensation 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors 5 Section 6.01. Meetings 5	Section 3.11.	<u>FIOVISO</u>
Section 4.01. Votes 3 Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Proxy 3 Section 4.04. Voting by Eligible Security Interest Holders 3 Section 4.05. Order of Business 3 Section 4.06. Proviso 4 Article V Board of Directors 4 Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.09. Compensation 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors 5 Section 6.01. Meetings 5	Article IV Voting	Rights 3
Section 4.02. Votes Required to Transact Business 3 Section 4.03. Voting by Proxy 3 Section 4.04. Voting by Eligible Security Interest Holders 3 Section 4.05. Order of Business 3 Section 4.06. Proviso 4 Article V Board of Directors 4 Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors 5 Section 6.01. Meetings 5		
Section 4.03. Voting by Proxy 3 Section 4.04. Voting by Eligible Security Interest Holders 3 Section 4.05. Order of Business 3 Section 4.06. Proviso 4 Article V Board of Directors 4 Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors 5 Section 6.01. Meetings 5		
Section 4.04. Voting by Eligible Security Interest Holders 3 Section 4.05. Order of Business 3 Section 4.06. Proviso 4 Article V Board of Directors 4 Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.07. Vacancies 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors 5 Section 6.01. Meetings 5		Voting by Proxy
Section 4.05. Order of Business 3 Section 4.06. Proviso 4 Article V Board of Directors 4 Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.07. Vacancies 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors 5 Section 6.01. Meetings 5		
Section 4.06. Proviso 4 Article V Board of Directors 4 Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.07. Vacancies 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors 5 Section 6.01. Meetings 5		
Article V Board of Directors 4 Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.07. Vacancies 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors 5 Section 6.01. Meetings 5		
Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.07. Vacancies 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors Section 6.01. Meetings 5	3ection 4.00.	<u>FIOVISO</u>
Section 5.01. Governing Body and Number 4 Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.07. Vacancies 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors Section 6.01. Meetings 5	Article V Board	of Directors 4
Section 5.02. Qualification 4 Section 5.03. Appointment by the Declarant 4 Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.07. Vacancies 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors Section 6.01. Meetings 5		
Section 5.03. Appointment by the Declarant 4 Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.07. Vacancies 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors 5 Section 6.01. Meetings 5	Section 5.02.	
Section 5.04. Nomination for Election 4 Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.07. Vacancies 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors Section 6.01. Meetings 5		
Section 5.05. Election of the Board of Directors 4 Section 5.06. Term 4 Section 5.07. Vacancies 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors 5 Section 6.01. Meetings 5		
Section 5.06. Term 4 Section 5.07. Vacancies 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors 5 Section 6.01. Meetings 5		
Section 5.07. Vacancies 4 Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors 5 Section 6.01. Meetings 5		
Section 5.08. Removal 5 Section 5.09. Compensation 5 Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors 5 Section 6.01. Meetings 5		
Section 5.09. Compensation		
Section 5.10. Proviso 5 Article VI Meetings of the Board of Directors 5 Section 6.01. Meetings 5		
Article VI Meetings of the Board of Directors		
Section 6.01. <u>Meetings</u>	00000010.10.	1101100
Section 6.01. <u>Meetings</u>	Article VI Meetir	ngs of the Board of Directors 5
	Section 6.02.	Special Meetings 5

Section		Open Meetings	
Section	6.04.	Waiver of Notice	5
Section	6.05.	<u>Quorum</u>	5
Section	i 6.06.	Action Without Meeting	6
Section	ı 6.07.	Minutes of Meetings	6
Section	6.08.	Presiding Officer	6
Section	6.09.	Executive Session	6
Section	6.10.	Proviso	6
		,	
Article VII	Powers	s and Duties of the Board of Directors	6
Section		Powers Defined	6
Section	1 7.02.	Committees	6
Section	7.03.	Managing Agent	6
Section	1 7.04.	Order of Business	6
Section	1 7.05.	Borrowing	
Section		Veto by the Declarant	
			•
Article VIII	Officer	s	7
Section		Executive Officers	
Section		Term	
Section		Resignation and Removal	
Section		Vacancies	
Section		Compensation	
Section		President	
Section		Vice President	
Section		Secretary	
Section			
Section	1 6.09.	<u>Treasurer</u>	ð
Article IX	Eigeal	Management	0
Section		<u>The</u> Fiscal Year	
Section			
Section		Budget	
		Assessments	
Section		Reserves for Replacements	
Section		<u>Lien for Assessments</u>	
Section		Acceleration of Assessment Installments Upon Default	
Section		<u>Default</u>	
Section		Supplemental Assessments	
Section		Annual Statement	
Section		Accounting Records	
Section		Depository	
Section		Fidelity Bonds	
Section		Insurance and Casualty Loss	
Section		Records of the Association 1	-
Section		Notices to Lenders 1	
Section	9.16.	Fiscal Management 1	0
Article X		tions of the Owners 1	0
		Assessments 1	-
		Maintenance and Repair	
Section	10.03.	<u>Use of Units</u> 1	0
		and Regulations	
		Rules and Regulations 1	
Section	11.02.	Hearing Procedure 1	0

	Amendments to the By-Laws
Secti	n 12.01. Adoption
Sect	n 12.02. Prohibited Amendments
Secti	n 12.03. Recording
	Miscellaneous
	n 13.01. Construction
Secti	n 13.02. Captions
Secti	n 13.03. Conflicts
Secti	n 13.04. Compliance
	n 13.05. Right of Entry
	n 13.06. Parliamentary Rules
	n 13 07 Registered Office and Agent

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BY-LAWS OF MUSTIQUE CONDOMINIUM OWNERS' ASSOCIATION, INC.

Article I General

- Section 1.01. Name. The name of the Association shall be Mustique Condominium Owners' Association, Inc. (the "Association").
- Section 1.02. <u>Terms Defined</u>. "Declaration" shall mean that certain Declaration of Condominium of Mustique, a Condominium, filed in the Office of the Judge of Probate of Baldwin County, Alabama as the same may be amended from time to time in accordance with the terms of the Declaration ("Mustique"). All other terms used in these By-Laws shall have the meaning given to them in the Declaration and are incorporated by reference and made a part of these By-Laws.
- Section 1.03. <u>Purpose</u>. These are the **By-Laws** of the **Association** which is a **Nonprofit** Alabama Corporation organized pursuant to the "Alabama Uniform Condominium Act of 1991", Ala. Code 1975, §35-8A-101, <u>et seq.</u> and the "Alabama Nonprofit Corporation Act" Ala. Code 1975, §10-3A-1 <u>et seq.</u>, for the purpose of administering **Mustique**, which is located in **Baldwin County**, Alabama in accordance with the provisions of the **Declaration**. The **Association** shall not issue any shares of stock.
- Section 1.04. Applicability of By-Laws. The provisions of these By-Laws are applicable to Mustique and to the use and occupancy of Mustique. All present and future Owners, holders of a Security Interest, Eligible Security Interest Holders, lessees and Occupants of Units and their employees, guests, or invitees, and any other Persons who may use Mustique are subject to these By-Laws, the Declaration and the Rules and Regulations. The acceptance of a Deed or conveyance or the entering into of a lease or the act of occupancy of a Unit shall constitute an agreement that these By-Laws, the Rules and Regulations and the provisions of the Declaration, as they may be amended from time to time, will be complied with and are accepted and ratified.
- Section 1.05. <u>Principal Office</u>. The principal office of the Association shall be located in **Baldwin County**, **Alabama**, or at such other place as may be designated by the **Board of Directors** or as the business of the **Association** may require. All books and records of the **Association** shall be kept at the principal office of the **Association**.
- **Section 1.06.** Powers Reserved to the Declarant. The operation and administration of **Mustique** shall be subject to the powers and authority reserved in the **Declaration** to the **Declarant**, or the successors and assigns of the **Declarant**.

Article II Membership

- **Section 2.01.** Qualification. The qualification for membership in the **Association** shall be ownership of a **Unit** in **Mustique**. No membership may be separated from the **Unit** to which said membership is appurtenant. The qualification for membership is more fully set out in the **Declaration**, the terms of which pertaining to membership are specifically incorporated in these **By-Laws** by reference.
- Section 2.02. <u>No Additional Qualifications</u>. No initiation fees, costs or dues shall be assessed against any **Person** as a condition of the exercise of the rights of membership except such **Assessments**, levies, fees and charges as are specifically authorized by the **Declaration**.
- **Section 2.03.** Succession. The membership of each Owner shall automatically terminate on the conveyance, transfer or other disposition of an interest of an Owner in the Unit. The membership of the

Owner shall automatically be transferred to the new Owner succeeding to such ownership interest.

Article III Meetings of Members

- Section 3.01. Annual Meeting. A meeting of the Members of the Association must be held at least once each year. The annual meeting of Members shall be held at the office of the Association, or at such other suitable place convenient to the Members as may be designated by the Board of Directors either in Mustique or as convenient to Mustique as possible and practicable, at 7:30 p.m., local time, on the third Tuesday of September of each year for the purpose of electing Directors and transacting any other business authorized to be transacted by the Members. Provided, However, if the day of said meeting is a legal holiday, the meeting shall be held at the same hour on the next day following that is not a legal holiday.
- Section 3.02. Change of Annual Meeting. The date and time of holding the annual meeting of Members may be changed after giving the notice set out in Section 3.04. of these By-Laws by a resolution duly adopted by the Board of Directors or by the Members, provided that notice of such change be given to each Member of record as provided for in Section 3.04. of these By-Laws, and further provided that each annual meeting of Members shall be held within one month of the date on which said meeting should regularly have been held but for such change.
- Section 3.03. Special Meetings. The President of the Board of Directors may call special meetings of Members. In addition, special meetings of the Members may be called at any time by a Majority of the Board of Directors, and must be called by the officers of the Association upon receipt of a written request from Members entitled to cast twenty percent (20%) of the total votes in the Association. The notice of any special meeting of the Members shall be given to each Member of record as provided for in Section 3.04. of these By-Laws. The business conducted at a special meeting of the Members shall be limited to that stated in the notice of the meeting.
- Section 3.04. Notice of Meetings. Not less than ten days nor more than sixty days in advance of any meeting, the Secretary or other officer specified by the Board of Directors shall cause notice of said meeting to be hand-delivered or sent prepaid by United States mail to the mailing address of each Unit or to any other mailing address designated in writing by the Owner. The notice of any meeting of Members must state the time and place of the meeting and the items on the agenda, including the general nature of any proposed amendment to the Declaration or By-Laws, any budget changes, and any proposed order to remove an officer or Director. Proof of such notice shall be given by the affidavit of the person giving the notice.
- **Section 3.05.** <u>Waiver of Notice</u>. Any Member or Eligible Security Interest Holder may waive the right to receive notice of any meeting by sending a written waiver to the **Board of Directors**. Notice of any meeting may be waived before or after the meeting, orally or in writing. Attendance by a **Member** at any meeting, either in person or by proxy, shall constitute waiver of notice of such meeting.
- **Section 3.06.** Quorum. A quorum of **Members** for any meeting shall be deemed present throughout such meeting if **Members**, represented in person or by proxy, holding a **Majority** of the total votes entitled to be cast at such meeting are present throughout such meeting, except as otherwise provided by the **Articles of Incorporation**, by the **Declaration** or by these **By-Laws**. Any provision in the **Declaration** concerning quorums is specifically incorporated in these **By-Laws**.
- **Section 3.07.** Adjournment for Lack of Quorum. In the absence of a quorum at any meeting of **Members**, a **Majority** of those **Members** entitled to vote at said meeting, present in person or by proxy, shall have the power to adjourn the meeting, from time to time, without notice other than announcement at the meeting, until the requisite number of **Members**, present in person or by proxy, shall be present. At such adjourned meeting at which the requisite number of votes shall be present, any business may be transacted which might have been transacted at the meeting as originally noticed.

- Section 3.08. <u>Action Without Meeting</u>. Any action which may be taken at a meeting of the **Members** may also be taken without a meeting, if a consent in writing setting out the action so taken, is signed by the number of **Members** required to take such action at a meeting, and is filed with the **Secretary** of the **Association**.
- **Section 3.09.** <u>Minutes of Meetings</u>. The minutes of all meetings of **Members** shall be kept in a book available for inspection by **Owners** or their authorized representatives at any reasonable time during regular business hours.
- Section 3.10. Open Meetings. All meetings of the Members shall be open to all Members of the Association.
- Section 3.11. <u>Proviso</u>. Provided, However, so long as the Declarant retains control of the Association as provided for in the Declaration, no meetings of Members shall be called unless called by the Declarant.

Article IV Voting Rights

- **Section 4.01.** Votes. The voting rights of **Members** attached to each **Unit** shall be in accordance with that stated in the **Declaration**. The vote of a **Unit** shall not be divisible.
- Section 4.02. <u>Votes Required to Transact Business</u>. When a quorum is present at any meeting, the holders of a **Majority** of the voting rights present in **Person** or represented by written proxy shall decide any questions brought before the meeting, unless the question is one upon which, by express provision of the **Declaration**, or these **By-Laws**, a different number or manner of voting is required, in which case the express provision of the **Declaration**, or these **By-Laws** shall govern and control the decision in question.
- Section 4.03. <u>Voting by Proxy</u>. Votes may be cast in person or by proxy. All proxies must be in writing, dated, signed by the **Member** generating the proxy, and filed with the **Secretary** of the **Association** before the appointed time of the meeting to which said proxy applies. A **Member** may revoke a proxy at any time by delivering a written notice of revocation to the **Association**. Every proxy shall automatically cease upon the **Deed** or conveyance by the **Member** of the **Unit** of said **Member** or upon receipt of notice by the **Secretary** of the **Board of Directors** of the death or judicially declared incompetency of a **Member** or upon the expiration of eleven months from the date of the proxy.
- Section 4.04. <u>Voting by Eligible Security Interest Holders</u>. The terms and conditions of the **Declaration** pertaining to the rights of the **Eligible Security Interest Holders** are incorporated in these **By-Laws** as if fully set out.
- **Section 4.05.** Order of Business. The order of business at annual meetings of Members and, as far as practical, at all other meetings of Members, shall be:

Call to order
Calling of the roll and certifying of proxies
Proof of notice of meeting or waiver of notice
Reading and disposal of any unapproved minutes
Reports of officers
Reports of committees
Election of the Board of Directors
Unfinished business
New business
Adjournment

Section 4.06. <u>Proviso</u>. Provided, However, so long as the Declarant retains control of the **Association** as provided for in the **Declaration**, the **Owners** shall not have any right to vote.

Article V Board of Directors

- Section 5.01. Governing Body and Number. The affairs of the Association shall be governed by a Board of Directors. The initial number of Directors in the Association shall be three (3). The Members of the Association shall have the right to amend the number of the Directors at any regular or special meeting called for that purpose. Except as provided in these By-Laws, the Directors shall be Members.
- Section 5.02. Qualification. Except for the Directors appointed by the Declarant as provided for in the Declaration, each Director shall be an Owner. If an Owner is a trust, then the beneficiary of the trust may be a Director; and if an Owner is a corporation, partnership or limited liability company, then an officer, partner, member, or employee of such Owner may be a Director. If a Director shall cease to meet such qualifications during the term of said Director, said Director shall cease to be a Director and the place of said Director on the Board of Directors shall be vacant.
- Section 5.03. Appointment by the Declarant. So long as the Declarant retains control as provided for in the Declaration, the Directors shall be appointed by the Declarant, and may be removed by the Declarant at any time in accordance with the Declaration. The Directors appointed by the Declarant shall serve at the pleasure of the Declarant. The Board of Directors appointed by the Declarant need not be Owners or Occupants.
- Section 5.04. <u>Nomination for Election</u>. Except with respect to the **Directors** appointed by the **Declarant** as provided for in the **Declaration**, nomination for election to the **Board of Directors** shall be made from the floor at the annual meeting of **Members** or at any other meeting of **Members** called for the purpose of electing the **Directors**. Nominations shall also be made by a nominating committee appointed by the **Board of Directors** prior to the annual meeting of the **Members** or prior to any other meeting of **Members** called for the purpose of electing the **Directors**.
- Section 5.05. <u>Election of the Board of Directors</u>. Except for the Board of Directors appointed by the Declarant as provided for in the Declaration, the Board of Directors shall be elected at the annual meeting of **Members** or at a special meeting called for that purpose. Within thirty days after the **Owners** are entitled to elect one or more **Directors**, a special meeting of the **Members** shall be called in accordance with the notice provisions contained in <u>Section 3.04.</u> of these **By-Laws** for the purpose of electing said **Director**. The election shall be conducted in the manner specified in these **By-Laws**.

The election of **Directors** shall be by secret ballot (unless dispensed with by unanimous consent). There shall be no cumulative voting. Those candidates receiving the greatest number of votes cast either in person or by proxy shall be elected. At the initial election of the **Directors** after the release of control by the **Declarant** as provided for in the **Declaration**, the candidate receiving the most votes shall serve a two year term, and the next two candidates receiving the most votes shall serve one year terms. At subsequent elections, the two vacancies shall be filled as follows: two **Directors** shall be elected, with the candidate receiving the most votes to serve a two year term, and the remaining candidate to serve a one year term.

- Section 5.06. <u>Term.</u> Each <u>Director</u> appointed by the <u>Declarant</u> shall hold office until said <u>Director</u> resigns, is removed by the <u>Declarant</u>, or the term of said <u>Director</u> expires as provided for in these <u>By-Laws</u> and in the <u>Declaration</u>. Each <u>Director</u> elected by the <u>Members</u> shall hold office until their respective successors have been elected and qualified, or until said <u>Director</u> resigns or is removed in any manner provided in these <u>By-Laws</u>.
- Section 5.07. <u>Vacancies</u>. So long as the **Declarant** retains control as provided for in the **Declaration**, any vacancy in the position of a **Director** appointed by the **Declarant** shall be filled by the

Declarant. Any vacancy in the position of a **Director** elected by the **Members** shall be filled by a **Majority** vote of the remaining **Board of Directors**, and any **Director** so elected shall hold office for a term equal to the unexpired term of the **Director** whom said **Director** succeeds.

- Section 5.08. Removal. After release of control by the Declarant as provided for in the Declaration any Director may be removed for cause by the concurrence of two-thirds of the votes of the Association at a meeting of Members called for that purpose. The vacancy in the Board of Directors so created shall be filled by the Members at the same meeting.
- Section 5.09. <u>Compensation</u>. A Director shall not receive any compensation for any services said Director may render to the Association as a Director. Provided, However, that any Director may be reimbursed for actual out-of-pocket expenses incurred by said Director in the performance of the duties of said Director.
- Section 5.10. <u>Proviso</u>. Provided, However, so long as the Declarant retains control of the Association as provided for in the Declaration, the Directors shall be appointed by the Declarant and there shall be no vote of the Members to elect the Directors.

Article VI Meetings of the Board of Directors

- Section 6.01. Meetings. Meetings of the Board of Directors may be held at such time and place as shall be determined, from time to time, by a Majority of the Board of Directors, but at least one such meeting shall be held during each fiscal year. Notice of meetings shall be given to each Director not less than three days in advance of the day named for such meeting by hand-delivery or sent by United States mail to the mailing address of each Director, or by telephone or electronic transmission.
- Section 6.02. Special Meetings. Special meetings of the Board of Directors shall be held when called by the President, Vice President or Secretary and must be called by the Secretary at the written request of one-third of the votes of the Board of Directors. Not less than three days notice of the meeting shall be given by hand-delivery or sent by United States mail to the mailing address of each Director, or by telephone or electronic transmission. The notice of any meeting of the Board of Directors must state the time and place of the meeting and the items on the agenda, including the general nature of any proposed amendment to these By-Laws, any budget changes, and any proposed order to remove an officer or Director. Proof of such notice shall be given by the affidavit of the person giving the notice.
- **Section 6.03.** Open Meetings. All meetings of the Board of Directors shall be open to all Members, and notice of such meetings shall be posted conspicuously in Mustique at least forty-eight hours prior to the meeting, except in the event of an emergency. **Provided, However**, anything else contained in this **Section 6.03.** to the contrary notwithstanding, the meetings of the **Board of Directors** with its attorney to discuss confidential matters pertaining to any pending litigation or threat of pending litigation shall not be open to all members and no notice of such meeting shall be posted.
- **Section 6.04.** <u>Waiver of Notice</u>. Any <u>Director</u> may waive notice of a meeting either before or after the meeting, or may consent to the holding of a meeting without notice. Attendance by any <u>Director</u> at a meeting shall constitute waiver of notice of the meeting, except when attendance is for the express purpose of objecting at the beginning of the meeting to the transaction of business on the grounds that the meeting was not lawfully called.
- Section 6.05. Quorum. A quorum shall consist of the number of Directors entitled to cast a Majority of the votes of the entire Board of Directors. The acts of the Board of Directors approved by a Majority of the votes present at a meeting at which a quorum is present shall constitute the acts of the Board of Directors. The joinder of a Director in the action of a meeting by signing and concurring in the minutes of said meeting shall constitute the presence of such a Director for the purpose of determining a quorum.

- Section 6.06. <u>Action Without Meeting</u>. Any action permitted or required to be taken at a meeting of the **Board of Directors** may be taken without a meeting if written consent setting forth the action so taken shall be signed by all the **Board of Directors**, and filed with the minutes of the proceedings of the **Board of Directors**.
- Section 6.07. <u>Minutes of Meetings</u>. The minutes of all meetings of the **Board of Directors** shall be kept in a book available for inspection by **Owners**, or their authorized representatives, or any **Directors** at any reasonable time during regular business hours.
- **Section 6.08.** <u>Presiding Officer</u>. The presiding officer of meetings of the **Board of Directors** shall be the **President**. In the absence of the **President**, the **Directors** present shall designate one of their number to preside.
- **Section 6.09.** Executive Session. The Board of Directors may adjourn a meeting and reconvene in executive session to discuss and vote upon personal matters, litigation in which the **Association** is or may become involved, and orders of business of a similar nature. The nature of any and all business to be considered in executive session shall first be announced in open session of the **Board of Directors**.
- Section 6.10. <u>Proviso</u>. Provided, However, so long as the Declarant retains control of the **Association** as provided for in the **Declaration**, there shall be no meetings of the **Board of Directors** unless called by the **Declarant**.

Article VII Powers and Duties of the Board of Directors

- Section 7.01. <u>Powers Defined</u>. The Board of Directors shall have the power to exercise all powers, duties and authority vested in the Association by the Declaration, the Articles of Incorporation or these By-Laws, except for such powers and duties reserved to the Members or the Declarant.
- **Section 7.02.** Committees. The **Board of Directors** may, by resolution, appoint such committees as deemed appropriate in carrying out the purpose of the **Board of Directors**, and such committees shall have the powers of the **Board of Directors** for the management of the affairs and business of the **Association** to the extent provided in the resolution designating such a committee. Any committee shall keep regular minutes of the proceedings of the committee and shall report the same to the **Board of Directors**.
- Section 7.03. Managing Agent. The Board of Directors shall be authorized to employ the services of a manager or managing agent, who may either be a Director, officer, or employee of the Association, or an independent Person or firm qualified to manage the affairs of the Association under the supervision of the Board of Directors. The compensation paid to any such manager or managing agent shall be in the amount established from time to time by the Board of Directors.
- Section 7.04. Order of Business. The order of business at the meetings of the Board of Directors shall be:

Call of roll
Proof of due notice of meeting
Reading and disposal of unapproved minutes
Reports of officers and committees
Election of officers
Unfinished business
New business
Adjournment

Section 7.05. Borrowing. The Board of Directors shall have the power to borrow money

pursuant to the terms and conditions of the **Declaration**.

Section 7.06. <u>Veto by the Declarant</u>. So long as the Declarant retains control of the Association as provided for in the Declaration, the Declarant shall have the veto power over all actions of the Board of Directors

Article VIII Officers

Section 8.01. Executive Officers. The executive officers of the Association shall be a President, who shall be a Director, and a Secretary-Treasurer, who shall be a Director; all of whom shall be elected annually by the Board of Directors and who may be removed by vote of the Board of Directors at any meeting. Any Person may hold two or more offices, except that the President shall not also be the Secretary. The Board of Directors shall from time to time elect such other officers and designate their powers and duties as the Board of Directors shall find to be required to manage the affairs of the Association.

Section 8.02. <u>Term.</u> Each officer shall hold office for a term of one year and until the successor of said officer shall have been appointed or elected and qualified, provided that any officer may serve unlimited multiple terms of office.

Section 8.03. Resignation and Removal. Any officer may be removed from office either with or without cause by the vote of a **Majority** of the **Board of Directors** present at any meeting. Any officer may resign at any time by giving written notice to the **Board of Directors**. Such resignation shall take effect on the date of receipt of said resignation or at any later time specified in said written notice, and, unless otherwise specified in said written notice, the acceptance of such resignation shall not be necessary to make said resignation effective.

Section 8.04. <u>Vacancies</u>. A vacancy in any office shall be filled by a **Majority** vote of the **Board** of **Directors** at any meeting. An officer elected to fill a vacancy shall hold office for a term equal to the unexpired term of the officer that said officer succeeds.

Section 8.05. Compensation. An officer shall not receive any compensation for any service said officer may render to the **Association** as an officer. **Provided, However**, that any officer may be reimbursed for actual out-of-pocket expenses incurred by said officer in the performance of the duties of said officer.

Section 8.06. <u>President.</u> The **President** is the chief executive officer of the **Association**, and shall have all the powers and duties that are usually vested in the office of **President** of a condominium owners' association including, but not limited to, the following powers:

- A. To preside over all meetings of the **Members** and of the **Board of Directors**.
- B. To sign as **President** all **Deeds**, contracts and other instruments that have been duly approved by the **Board of Directors**.
- C. To call meetings of the **Board of Directors** whenever the **President** deems necessary.
- D. To have the general supervision, direction and control of the affairs of the **Association**.

Section 8.07. <u>Vice President</u>. The Vice President shall have all the powers and duties that are usually vested in the office of the Vice President of a condominium owners' association. The Vice President shall, in the absence of or disability of the President, exercise the powers and perform the duties of the President. The Vice President shall also generally assist the President and exercise such other powers and perform such other duties as shall be prescribed by the Board of Directors.

Secretary. The Secretary shall have all the powers and duties that are usually vested in the Secretary of a condominium owners' association. The Secretary shall keep the minutes of all proceedings of the Board of Directors and the Members. The Secretary shall attend to the giving and serving of all notices to the Members and the Board of Directors and other notices required by law. The Secretary shall have custody of the seal of the Association and affix the same to instruments requiring a seal when duly signed. The Secretary shall sign as Secretary all Deeds, contracts, and all other instruments which have been duly approved by the Board of Directors, if said instrument requires the signature or attestation of the Secretary. The Secretary shall keep the records of the Association, except those of the Treasurer, and shall perform all other duties incident to the office of the Secretary of an Association as may be required by the Board of Directors or the President.

Section 8.09. <u>Treasurer</u>. The Treasurer shall be the financial officer of the Association, and shall have all the powers and duties that are usually vested in the Treasurer of a condominium owners' association. The Treasurer shall have custody of all property of the Association, including funds, securities and evidences of indebtedness. The Treasurer shall keep the financial records and books of account of the Association in accordance with good accounting practices. The Treasurer shall keep detailed, accurate records in chronological order of the receipts and expenditures affecting the Common Elements and common facilities, specifying and itemizing the maintenance and repair expenses of the Common Elements and common facilities and any other expenses incurred; and the Treasurer shall perform all other duties incident to the office of the Treasurer. The records, books of account and the vouchers authorizing payments, shall be available for examination by a Member at reasonable times during regular business hours.

Article IX Fiscal Management

Section 9.01. The Fiscal Year. The fiscal year of the Association shall be such as shall from time to time be established by the Board of Directors.

Section 9.02. <u>Budget</u>. The Board of Directors shall adopt a budget for each calendar year which budget will satisfy the requirements of the **Declaration**. Copies of the budget and proposed **Assessments** shall be transmitted to each **Member**.

Section 9.03. Assessments. Assessments for Common Expenses shall be established as provided for in the Declaration and these By-Laws. Assessments shall be collected by the Association on a monthly basis as follows: On or before the first day of each month for which the Assessments are made each Owner shall pay the share of said Owner in the Common Expenses as shown by the budget. The Board of Directors may cause to be sent to each Owner, on or before the first day of each month, a statement of the monthly Assessments. However, the failure to send or receive such monthly statement shall not relieve the Owner of the obligation of the Owner to make timely payment of the Assessments. If the Board of Directors shall not approve an annual budget or shall fail to determine new Assessment for any year, or shall be delayed in doing so, each Owner shall continue to pay the amount of the Assessment of said Owner as last determined. Provided, However, the Board of Directors shall have the power to amend the period of the installment payments to be due and payable to provide for annual, quarterly, monthly or any other period of installment payment.

Section 9.04. Reserves for Replacements. The Association shall establish and maintain an adequate reserve fund for the periodic maintenance, repair and replacement of improvements to the Common Elements or common areas. The fund shall be maintained out of Assessments.

Section 9.05. <u>Lien for Assessments</u>. If any Owner shall fail or refuse to make any payment of the Assessments when due, the amount due, together with costs, reasonable attorney's fees and interest thereon at a rate to be set by the Board of Directors but in no event greater than eighteen percent rate per annum from and after the date said Assessments became due and payable in accordance with the Declaration and shall constitute a lien on the interest of the Owner in the Unit.

Section 9.06. Acceleration of Assessment Installments Upon Default. If an Owner shall be in default in the payment of an installment upon any Assessment, the Board of Directors may accelerate the remaining installments of such Assessment upon notice to the Owner, and thereupon the unpaid balance of the Assessment shall come due upon the date stated in the notice, but not less than ten days after hand-delivery to the Owner, or not less than twenty days after posting such notice in the United States mail to said Owner by registered or certified mail, postage prepaid, whichever shall first occur. Upon default in the payment of an installment upon any Assessment, the Board of Directors shall be entitled to charge interest and service charges at the highest available rate allowable under Alabama law.

Section 9.07. <u>Default</u>. In the event an **Owner** of a **Unit** does not pay any sums, charges or **Assessments** required to be paid to the **Association**, the **Association** may foreclose the lien encumbering the **Unit** created by non-payment of the required monies in accordance with the **Declaration**; provided that thirty days prior notice of the intention to foreclose shall be by **United States** mail, postage prepaid, to the **Owner** and to all **Eligible Security Interest Holders** as shown in the records of ownership of the **Association**. The **Association** shall be entitled to the appointment of a receiver, if the **Association** so requests. The **Association** shall have the right to bid-in the **Unit** at a foreclosure sale and to acquire, hold, obtain a **Security Interest** and convey the **Unit**. In any such foreclosure action, the lien of the **Association** shall be as stated in the **Declaration**. In lieu of foreclosing the lien of the **Association**, the **Association** may bring suit to recover a money judgment for any sums, charges or **Assessments** required to be paid to the **Association** without waiving the lien of the **Association** securing same. In any action either to foreclose the lien of the **Association** or to recover a money judgment, brought by or on behalf of the **Association** against an **Owner**, the defendants shall pay the cost together with a reasonable attorney's fee.

If the **Association** becomes the **Owner** of a **Unit** by reason of foreclosure, the **Association** shall offer said **Unit** for sale and at such time as a sale is consummated the **Association** shall deduct from such proceeds all sums of money due the **Association** for **Assessments** and charges, all costs incurred in the bringing of the foreclosure suit, including reasonable attorney's fees, and any and all expenses incurred in the resale of the **Unit**, which shall include but not be limited to advertising expenses, real estate brokerage fees and expenses necessary for the repairing and refurbishing of the family **Unit** in question. All monies remaining after deducting the foregoing items of expense shall be returned to the former **Owner** of the **Unit** in question.

Section 9.08. <u>Supplemental Assessments</u>. If during the course of any fiscal year, the **Board of Directors** determines that the **Assessments**, as established in the annual budget, are insufficient or inadequate to cover the estimated **Common Expenses** for the remainder of such year, then the **Board of Directors** shall prepare and approve a supplemental budget covering the estimated deficiency. Copies of the supplemental budget shall be delivered to each **Owner**, and a supplemental **Assessment** shall be made to each **Owner** for the share of the supplemental budget of said **Owner**.

Section 9.09. Annual Statement. Within sixty days after the end of each fiscal year, the Board of Directors shall cause to be furnished to each Owner, a statement for the year so ended showing the receipts and expenditures of the Association, and such other information as the Board of Directors may deem desirable.

Section 9.10. Accounting Records. The Board of Directors shall cause to be kept, in accordance with generally accepted accounting principles, a record of all receipts and expenditures; and a separate account for each Unit showing the Assessments or other charges due, the due dates of said Assessments or charges and the present balance due. Such accounting records shall be open to inspection by Owners at reasonable times during regular business hours.

Section 9.11. <u>Depository</u>. The depository of the Association shall be such bank or banks with offices located in the State of Alabama as shall be designated from time to time by the Board of Directors and in which monies of the Association shall be deposited. Withdrawal of monies from such account shall be only by checks or authorizations signed by such Persons as are authorized by the Board of Directors.

- Section 9.12. <u>Fidelity Bonds</u>. Fidelity bonds shall be required by the **Board of Directors** from all officers and employees of the **Association** and from any manager handling or responsible for **Association** funds and from any employee, agent or subcontractor of a manager handling or responsible for the **Association** funds. The amount of such bonds shall be determined by the **Board of Directors**, but shall be at least the amount of one hundred and fifty percent of the total annual **Assessments** against **Members** for recurring expenses. The premiums on such bonds shall be paid by the **Association**.
- Section 9.13. <u>Insurance and Casualty Loss</u>. The Board of Directors shall comply with all of the provisions of the Declaration pertaining to insurance and casualty loss.
- **Section 9.14.** Records of the Association. The Association shall make available copies of the records of the Association pursuant to the requirements of the Declaration.
- **Section 9.15.** <u>Notices to Lenders</u>. The **Association** shall provide notices to lenders required by the **Declaration**.
- **Section 9.16.** Fiscal Management. The terms and provisions of the **Declaration** pertaining to fiscal management are incorporated in these **By-Laws** as if fully set out as an exhibit.

Article X Obligations of the Owners

- Section 10.01. <u>Assessments</u>. Every Owner of any Unit shall contribute toward the expense of administration of the Association, as provided in the Declaration and in these By-Laws. Each Assessment against a Unit shall also be the personal obligation of the Owner at the time the Assessment fell due.
- Section 10.02. <u>Maintenance and Repair</u>. Every **Owner** of any **Unit** shall promptly perform all maintenance and repair work, as provided in the **Declaration** or these **By-Laws**. An **Owner** shall reimburse the **Association** for any expenditures incurred in repairing or replacing any **Common Elements** or common facilities damaged through the fault of the **Owner** or the fault of the family, guests, or invitees of the **Owner**.
- Section 10.03. <u>Use of Units</u>. All Units shall be used in accordance with the provisions of the Declaration, these By-Laws and the Rules and Regulations.

Article XI Rules and Regulations

- Section 11.01. Rules and Regulations. The Declarant or the Board of Directors may from time to time and subject to the rights of control by the Declarant provided for in the Declaration, adopt, modify, amend or add to Rules and Regulations concerning the use of Mustique. Copies of such Rules and Regulations shall be hand-delivered or posted by United States mail, postage prepaid, to each Owner not less than fourteen days prior to the effective date of said Rules and Regulations. No Rules or Regulations may be adopted by the Association that conflicts with the Declaration, the Articles of Incorporation or these By-Laws.
- Section 11.02. <u>Hearing Procedure</u>. The Board of Directors shall not impose a fine, suspend voting or infringe upon any of the rights of a **Member** or other **Occupant** for violations of the **Rules and Regulations**, or the **Declaration**, these **By-Laws** or **Articles of Incorporation**, unless and until the following procedure is followed:
- A. <u>Demand</u>. Written demand to cease and desist from an alleged violation shall be hand-delivered or posted by **United States** mail, postage prepaid, to the alleged violator specifying: (i) the alleged violation; (ii) the action required to abate the violation; and (iii) a time period not less than ten days, but in the case of an emergency immediate notice may be given, during which the violation may be abated without further sanction, if such violation is a continuing one, or a statement that any further violation of the same rule may result in the imposition of a sanction after notice and a hearing that the violation is not continuing.

- B. Notice. At any time within twelve months of such demand, if the violation continues past the period allowed in the demand for abatement without penalty or if the same is subsequently violated, the Board of Directors or a delegate of the Board of Directors shall hand-deliver or by United States mail written notice to the violator of a hearing to be held by the Board of Directors or a committee appointed by the Board of Directors. The notice shall contain: (i) the nature of the violation; (ii) the time and place of the hearing, which time shall not be less than ten days from the giving of the notice, but in the case of an emergency immediate notice may be given; (iii) an invitation to attend the hearing and produce any statement, evidence and witness on behalf of the violator; and (iv) the proposed sanction to be imposed.
- **C.** <u>Hearing</u>. The hearing shall be held in executive session pursuant to the notice affording the **Member** a reasonable opportunity to be heard. Prior to the effectiveness of any sanction under these **By-Laws**, proof of notice and the invitation to be heard shall be placed in the minutes of the meeting. Such proof shall be deemed adequate if a copy of the notice, together with a statement of the date and manner of delivery, is entered by the officer, **Director** or agent who delivered such notice. The notice requirement shall be deemed satisfied if the alleged violator appears at the meeting. The minutes of the meeting shall contain a written statement of the results of the hearing and the sanction, if any, imposed.
- **D.** <u>Appeal</u>. If a hearing is before a committee of the **Board of Directors**, following said committee hearing, the violator shall have the right to appeal the decision to the **Board of Directors**. To perfect this right, written notice of appeal must be received by the **President** or **Secretary** within thirty days after the hearing date.

Article XII Amendments to the By-Laws

- **Section 12.01.** Adoption. These **By-Laws** may be altered, amended or appealed or new **By-Laws** may be adopted by the affirmative vote or agreement of **Members** to which two-thirds of the votes in the **Association** are allocated.
- Section 12.02. <u>Prohibited Amendments</u>. No amendment of these By-Laws may be adopted that would eliminate, modify, prejudice, abridge or otherwise adversely affect any rights, benefits, privileges or priorities granted by these By-Laws to the Declarant. No amendment that is in conflict with the Articles of Incorporation, the Declaration, or Alabama law shall be adopted.
- Section 12.03. Recording. Any amendment to these By-Laws shall become effective when recorded in the Office of the Judge of Probate of Baldwin County, Alabama.

Article XIII Miscellaneous

- **Section 13.01.** Construction. Wherever the context so permits, the singular shall include the plural, the plural shall include the singular, and the use of the gender shall be deemed to include all genders.
- **Section 13.02.** Captions. The captions in these **By-Laws** are inserted only as a matter of convenience for reference, and in no way define, limit or describe the scope of these **By-Laws** or the intent of any provision of these **By-Laws**.
- Section 13.03. <u>Conflicts</u>. If there are conflicts or inconsistencies between the provisions of Alabama law, the Articles of Incorporation, the Declaration and these By-Laws, the provisions of Alabama law, the Declaration, the Articles of Incorporation and these By-Laws (in that order) shall prevail.
- Section 13.04. <u>Compliance</u>. These By-Laws are intended to comply with the requirements of Alabama law which shall be considered an appendage to the Declaration and the Articles of Incorporation filed with these By-Laws.
 - Section 13.05. Right of Entry. The manager and any Person authorized by the Board of Page 11 of 12 Pages

Directors shall have the right to enter each **Unit** in case of any emergency originating in or threatening such **Unit** whether or not the **Owner** or **Occupant** is present at the time.

Section 13.06. <u>Parliamentary Rules</u>. Roberts Rules of Order (latest edition) shall govern the conduct of the meetings of the Association or the Board of Directors when not in conflict with the Declaration or these By-Laws.

Section 13.07. Registered Office and Agent

The location and the mailing address of the initial registered office is:

Location Address:

18300 Scenic Highway 98

Suite B

Fairhope, Alabama 36532

Mailing Address:

Post Office Drawer 230

Point Clear, Alabama 36564

The name of the initial registered agent of the Association is David H. Head, Jr..

These are the **By-Laws** of **Mustique Condominium Owners' Association, Inc.**, adopted by the **Board of Directors** on the **3** day of **February**, **2007**.

Richard H. Ogburn

Secretary

David H. Head, J

President

Apprové

THIS INSTRUMENT PREPARED BY:

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