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BYLAWS OF ROCK CREEK PROPERTY OWNERS ASSOCIATION, INC
AS ALTERED AND AMENDED 2023

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BYLAWS OF ROCK CREEK PROPERTY OWNERS ASSOCIATION, INC
AS ALTERED AND AMENDED 2022

ARTICLE I: GENERAL

1.1 Name. The name of the ASSOCIATION is the ROCK CREEK PROPERTY OWNERS ASSOCIATION, INC. (herein "ASSOCIATION").

1.2 Terms Defined. The following definitions shall apply to these BYLAWS. All other terms used herein shall have the meaning given to them in the DECLARATION and are hereby incorporated by reference and made a part hereof.

A. "ARTICLES" shall mean the Articles of Incorporation of Rock Creek Property Owners Association, Inc., as recorded in Misc. Bk. 74, Pages 488, et. seq. in the Office of the Judge of Probate for Baldwin County, Alabama, as the same may be amended from time to time.
B. "THE ACT" shall mean the "Alabama Nonprofit Corporation Law" Ala. Code § 10A-3-1.01, et. seq.
C. "BOARD" or "BOARD OF DIRECTORS" shall mean the duly elected or appointed Directors of the ASSOCIATION.
D. "DECLARATION" shall mean that certain Declaration of Covenants, Conditions, and Restrictions of ROCK CREEK PROPERTY OWNERS ASSOCIATION, INC. 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 thereof.
E. "GOOD STANDING" shall mean a MEMBER current in payment of all dues, charges, and assessments, not suspended for Architectural violations, and/or not under disciplinary action under the GOVERNING DOCUMENTS.
F. "GOVERNING DOCUMENTS" shall mean the DECLARATION, the ARTICLES, the BYLAWS, and the Rules and Regulations made in accordance therewith, as each may be amended from time to time.
G. "MAJORITY" shall mean those votes of the voting group as the context may indicate totaling more than fifty percent (50%) of the total number of votes.
H. "MEMBER" for purposes of these BYLAWS shall mean and refer to every person or entity who is a record owner of a fee or undivided fee interest in any LOT (as defined in the DECLARATION) which is subject to the covenants of record to ASSESSMENT by the ASSOCIATION, including contract sellers, but does not include persons or entities who hold an interest merely as security for the performance of an obligation.

1.3 Purpose. These are the BYLAWS of the ASSOCIATION organized pursuant to the provisions of the ACT for the purpose of administering the Planned Unit Development known as ROCK CREEK, hereinafter referred to as the "PLANNED UNIT DEVELOPMENT", located in Baldwin County, Alabama.

1.4 Applicability of Bylaws. The provisions of these BYLAWS are applicable to the PROPERTY and COMMON PROPERTY of the PLANNED UNIT DEVELOPMENT and to the use and occupancy thereof. All present and future MEMBERS, MORTGAGEES, lessees, and occupants of LOTS and their employees and any other persons who may use the facilities of the PLANNED UNIT DEVELOPMENT in any manner are subject to the GOVERNING DOCUMENTS. The acceptance of a DEED of conveyance or the entering into of a lease or the act of occupancy of a LOT shall constitute an agreement that the GOVERNING DOCUMENTS, as they may be amended from time to time, are accepted, ratified, and will be complied with.

1.5 Principal Office. The principal office of the ASSOCIATION shall be in Baldwin County, Alabama, or at such other place as may be designated subsequently 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 such place designated by the BOARD.

ARTICLE II: MEMBERSHIP

2.1 Qualification. The qualification for membership shall be ownership of a LOT in the PLANNED UNIT DEVELOPMENT. No membership may be separated from the LOT to which is appurtenant.

ARTICLE III: MEETINGS OF MEMBERS

3.1 Place of Meetings. Meetings of the ASSOCIATION shall be held at a suitable place convenient to the MEMBERS as may be designated by the BOARD OF DIRECTORS either in the PLANNED UNIT DEVELOPMENT or as convenient thereto as possible and practicable.

3.2 Annual Meeting. The annual meeting of MEMBERS shall be held at a location determined by the BOARD at 6:30 p.m., local time, on the last Tuesday of January of each year for the purpose of electing DIRECTORS and transacting any other business authorized to be transacted by the MEMBERS.

3.3 Change of Annual Meeting. The time of holding the annual meeting of MEMBERS may be changed at any time prior to fifteen (15) days before the regular day for holding such meeting by a resolution duly adopted by the BOARD OF DIRECTORS or by the MEMBERS provided that a notice of such change be mailed to each MEMBER of record, at such address as appears upon the records of the ASSOCIATION, not less than ten (10) days before the holding of such meeting ; and further provided that each annual meeting of MEMBERS shall be held within two (2) months of the date on which it should regularly have been held but for such change.

3.4 Special Meeting. The President of the BOARD may call special meetings. In addition, special meetings of the MEMBERS may be called at any time by a MAJORITY of the BOARD and must be called by the officers of the ASSOCIATION upon receipt of a written request from MEMBERS entitled to cast twenty-five percent (25%) of the total votes in the ASSOCIATION. The notice of any special meeting shall state the date, time, and place of such meeting and the purpose thereof. The business conducted at a special meeting shall be limited to that stated in the notice of the meeting.

3.5 Notice of Meeting. Notice of all meetings of MEMBERS stating the time and place and the objects for which the meeting is called shall be given by the President or Vice President or Secretary unless waived in writing pursuant to Section 3.6. Such notice shall be in writing to each MEMBER at the address as it appears on the books of the ASSOCIATION and shall be mailed not less than ten (10) days nor more than sixty (60) days prior to the date of the meeting. A copy of the notice of any meeting of MEMBERS shall be posted in a conspicuous place on the PLANNED UNIT DEVELOPMENT PROPERTY at least ten (10) days prior to the meeting. Proof of such notice shall be given by the affidavit of the PERSON giving the notice.

3.6 Waiver of Notice. Any MEMBER may waive the right to receive notice of any meeting by sending a written waiver to the BOARD OP 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.
3.7 Quorum. A quorum of MEMBERS for any meeting shall be deemed present throughout such meeting if MEMBERS, represented in person or by proxy, holding more than 50% of the total votes entitled to be cast at such meeting are present at the beginning of such meeting. If the required quorum is not present, another meeting may be called subject to the same notice requirement, and at such meeting, if held within 60 days, a quorum of MEMBERS shall be deemed present throughout such meeting if MEMBERS, represented in person or by proxy, holding more than 25% of the total votes entitled to be cast at such meeting are present at the beginning of such meeting. Proxies submitted for the first meeting under this paragraph shall be valid for the second meeting unless withdrawn or cancelled in writing by the MEMBER.

3.8 Action without Meeting. Any action which may be taken at a regular or special meeting of the MEMBERS may also be taken without a meeting if a consent or approval in writing setting forth the action so taken is signed by the number of MEMBERS which would be required to take such action at an in-person meeting and such writing is filed with the Secretary of the ASSOCIATION.

3.9 Retention of Minutes of Meetings. The approved minutes of all meetings of the MEMBERS shall be kept in physical or electronic form available for viewing by MEMBERS or their authorized representatives or any DIRECTORS.

3.10 Order of Business. The order of business at annual meetings of MEMBERS and, as far as practical and relevant, at other meetings of MEMBERS shall be:

Call to order
Proof of notice of meeting
Establish a quorum
Reading and disposal of any unapproved minutes
Reports of officers
Reports of committees
Election of directors, if applicable
Such other business as set out in the notice of meeting
Adjournment.

Only such business as set out in the notice of the meeting may be voted upon at the meeting of MEMBERS.

ARTICLE IV: VOTING RIGHTS

4.1 Votes. The voting rights attached to each LOT shall be in accordance with that stated in the DECLARATION and for those objects set out in the notice of meeting. The vote of a LOT shall not be divisible. The designation of the voting MEMBER shall be determined as set out in the DECLARATION.

4.2 Votes Required to Transact Business. 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 properly brought before the meeting, unless the question is one upon which, by express provision of the ACT, the DECLARATION, the ARTICLES, or the BYLAWS a different number is required, in which case, the express provision shall govern and control the decision in question.

4.3 Voting by Proxy. 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 it applies. A MEMBER may revoke a proxy at any time by delivering a written notice of revocation to the ASSOCIATION or by oral revocation by the MEMBER at the meeting. Every proxy shall automatically cease upon conveyance by the MEMBER of his or her LOT or upon receipt of notice by the Secretary of the BOARD of the death or judicially declared incompetency of a MEMBER. Proxies shall be valid for only the meeting(s) specified in the proxy.

ARTICLE V: BOARD OF DIRECTORS

5.1 Governing Body. The affairs of the ASSOCIATION shall be governed by a BOARD OF DIRECTORS.

5.2 Number. The minimum number of DIRECTORS in the ASSOCIATION shall be three (3). The MEMBERS of the ASSOCIATION shall have the right to amend the number of DIRECTORS on the BOARD at any regular or special meeting called for that purpose, except that no decrease in number shall have the effect of shortening the term of any incumbent DIRECTOR.

5.3 Qualification. Each DIRECTOR shall be a MEMBER and in GOOD STANDING. If a MEMBER is a trust, then the beneficiary of the trust may be a DIRECTOR; and if a MEMBER is a corporation or partnership, then an officer, partner, or employee of such MEMBER may be a DIRECTOR. If a DIRECTOR shall cease to meet such qualifications during his term, he shall cease to be a DIRECTOR and his place on the BOARD shall be vacant.

5.4 Nomination for Election. Nomination for election to the BOARD may be made (1) by a nominating committee appointed by the BOARD prior to the annual meeting of the MEMBERS or prior to any other meeting of MEMBERS called for the purpose of electing DIRECTORS; or (2) in writing by a MEMBER, signed by the MEMBER making the nomination and by the nominee as evidence of such nominee's willingness to serve on the BOARD, and is received by the nominating committee or the Secretary of the BOARD not more than 120 days nor less than 75 days prior to the date of the annual meeting.

5.5 Election of Directors. DIRECTORS shall be elected at the annual meeting of MEMBERS or at a special meeting called for that purpose. The election shall be by secret ballot (unless dispensed with by unanimous consent), and each MEMBER in GOOD STANDING shall be entitled to vote for each vacancy. There shall be no cumulative voting. Those candidates receiving the greatest number of votes cast either in person or by proxy shall be elected. Terms of DIRECTORS shall be staggered so that each DIRECTOR serves a three-year term and one-third of the number of DIRECTOR seats is subject to election each year.

5.6 Term. Each DIRECTOR elected by the MEMBERS shall hold office until their respective successors have been elected and qualified or until he resigns or is removed in any manner provided elsewhere herein.

5.7 Vacancies. Any vacancy in the position of a DIRECTOR of the ASSOCIATION shall be filled by a MAJORITY vote of the remaining DIRECTORS, and any DIRECTOR so elected shall hold office for a term equal to the unexpired term of the DIRECTOR whom he succeeds.

5.8 Removal. Any DIRECTOR may be removed with or without cause by a MAJORITY vote of the total votes entitled to be cast by MEMBERS eligible to vote. Votes may be cast in person or by proxy at a meeting of MEMBERS called for that purpose and, notwithstanding Sec. 5.7, above, any vacancy in the BOARD so created shall be filled by the MEMBERS at the same meeting and, if not so filled at the same meeting, by the Directors pursuant to Sec. 5.7. Any DIRECTOR may be removed for cause by the vote of at least two-thirds (2/3) of the other DIRECTORS at a meeting of the BOARD called for such purpose, and the vacancy shall be filled pursuant to Sec. 5.7.

5.9 Compensation. A DIRECTOR shall not receive any compensation for any services he may render to the ASSOCIATION as a DIRECTOR; provided, however, that any DIRECTOR may be reimbursed for actual out-of-pocket expenses incurred by him in his performance of his duties. Nothing in these BYLAWS shall prohibit the ASSOCIATION or the BOARD from paying compensation to employed staff members who also serve on the BOARD OF DIRECTORS.

ARTICLE VI: MEETINGS OF DIRECTORS

6.1 Regular Meetings. Regular meetings of the BOARD may be held at such time and place as shall be determined from time to time by a MAJORITY of the DIRECTORS, but at least four (4) such meetings shall be held during each fiscal year, with at least one (1) per quarter. Notice of regular meetings shall be given to each DIRECTOR, personally or by email, mail, or telephone at least ten (10) days prior to the day named for such meeting.

6.2 Special Meetings. Special meetings of the DIRECTORS shall be held when called by written notice signed by the President, Vice President, or Secretary of the ASSOCIATION or by two (2) or more DIRECTORS. Not less than three (3) days' notice of the meeting shall be given personally or by email, mail, or telephone, which notice shall state the time, place, and purpose of the meeting.

6.3 Open Meetings. All meetings of the BOARD shall be open to all MEMBERS of the ASSOCIATION and notice of such meetings shall be posted conspicuously on the PLANNED UNIT DEVELOPMENT PROPERTY at least forty-eight (48) hours prior to the meeting, except in the event of an emergency.

6.4 Waiver of Notice. Any DIRECTOR may waive his/her notice of a meeting either before or after the meeting or may consent to the holding of a meeting without notice. Attendance by any DIRECTOR 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.

6.5 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 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.

6.6 Action Without Meeting. Any action permitted or required to be taken at a meeting of the DIRECTORS may be taken without a meeting if written consent setting forth the action so taken is given by all the DIRECTORS. Email or a signed document shall constitute written consent. Any action taken without a meeting under this section shall be acknowledged at a regular or special meeting of the BOARD within a reasonable time and made a part of the minutes thereof.

6.7 Retention of Minutes of Meetings. The approved minutes of all meetings of the BOARD shall be kept in physical or electronic form available for viewing by MEMBERS or their authorized representatives or any DIRECTORS.

6.8 Presiding Officer. The presiding officer of BOARD meetings shall be the President. In the absence of the President, the Vice President shall preside. In the absence of the President and the Vice President, the BOARD shall designate a member of the BOARD to preside.

6.9 Executive Session. The BOARD may, with consent or approval of a majority of a quorum, 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, negotiations of contracts, and other orders of business of a similar nature, or when a topic involving the good name and character of an individual or entity is reasonably expected to be discussed. The broad nature of such business to be considered in executive session shall be reported on at the next regularly scheduled BOARD meeting and entered into the minutes thereof.

6.10 Order of Business – Board Meetings. The order of business at BOARD meetings shall be as follows unless otherwise determined by the BOARD:

Call of roll
Establish a quorum
Proof of due notice of meeting
Reading and disposal of unapproved minutes
Election of officers (if applicable)
Reports of officers and committees (if applicable)
Such other business as may properly come before the BOARD (for Special Meetings, subject to the notice requirements)
Member comments at regular meetings
Adjournment

ARTICLE VII: POWERS AND DUTIES OF THE BOARD OF DIRECTORS

7.1 Powers Defined. The BOARD OF DIRECTORS shall have the power to exercise all powers, duties, and authority vested in the ASSOCIATION by the ACT, the DECLARATION, the ARTICLES, or these BYLAWS, except for such powers and duties specifically reserved thereby to the MEMBERS.

7.2 Committees. The BOARD may, by resolution, appoint such committees as deemed appropriate in carrying out its purpose, and such committees shall have the powers of the BOARD for the management of the affairs and business of the ASSOCIATION to the extent provided in the resolution designating such a committee. Any such committee shall keep regular minutes of its proceedings and shall report the same to the BOARD.

7.3 Architectural Committee. The BOARD shall appoint an ARCHITECTURAL COMMITTEE in accordance with the provisions of the DECLARATION.

7.4 Managing Agent. Subject to the terms of the DECLARATION, the BOARD 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 PROPERTY and affairs of the PLANNED UNIT DEVELOPMENT under the supervision of the BOARD. The compensation paid to any such manager or managing agent shall be in the amount established from time to time by the BOARD.

7.5 Borrowing. The BOARD OF DIRECTORS shall have the power to borrow money pursuant to the terms and conditions of the DECLARATION and ARTICLES.

ARTICLE VIII: OFFICERS

8.1 Executive Officers. The executive officers of the ASSOCIATION shall be a President, who shall be a DIRECTOR; a Vice President, who shall be a DIRECTOR; a Secretary, who shall be a DIRECTOR, and a Treasurer, who shall be a DIRECTOR, all of whom shall be elected annually by the BOARD. Any DIRECTOR may hold two (2) or more offices, except that the President shall not also be the Secretary. The BOARD shall from time to time elect such other officers and designate their powers and duties as the BOARD shall find to be required to manage the affairs of the ASSOCIATION.

8.2 Term. Each officer shall hold office for the term of one (1) year and until his successor shall have been appointed or elected and qualified, provided that any officer may succeed himself.

8.3 Resignation and Removal. Any officer may be removed from office either with or without cause by the vote of a MAJORITY of the DIRECTORS present at any meeting. Any officer may resign at any time by giving written notice to the BOARD. Such resignation shall take effect on the date of receipt of said resignation or at any later time specified therein, and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

8.4 Vacancies. A vacancy in any office shall be filled by a MAJORITY vote of the 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 he succeeds.

8.5 Compensation. An officer shall not receive any compensation for any service he may render to the ASSOCIATION as an officer; provided, however, that any officer may be reimbursed for actual out-of-pocket expenses incurred by him in the performance of his duties.

8.6 President. 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 PLANNED UNIT DEVELOPMENT ASSOCIATION, including but not limited to the following powers:

A. To preside over all meetings of the MEMBERS and of the BOARD.
B. To sign as President all DEEDS, contracts, and other instruments that have been duly approved by the BOARD.
C. To call meetings of the BOARD whenever he deems it necessary in accordance with the rules.
D. To have the general supervision, direction, and control of the affairs of the ASSOCIATION.

8.7 Vice President. The Vice President shall have all the powers and duties that are usually vested in the office of the Vice President of a PLANNED UNIT DEVELOPMENT ASSOCIATION. The Vice President shall, in the absence of or disability of the President, exercise the powers and perform the duties of the President. He shall also generally assist the President and exercise such other powers and perform such other duties as shall be prescribed by the DIRECTORS.

8.8 Secretary. The Secretary shall have all the powers and duties that are usually vested in the Secretary of a PLANNED UNIT DEVELOPMENT ASSOCIATION. The Secretary shall keep the minutes of all meetings of the DIRECTORS and the MEMBERS. The Secretary shall attend to the giving and serving of all notices to the MEMBERS and DIRECTORS and other notices required by law. He shall sign as Secretary all DEEDS, contracts and all other instruments which have been duly approved by the BOARD, if said instrument requires the signature or attestation of the Secretary. He 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 DIRECTORS or the President.

8.9 Treasurer. 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 PLANNED UNIT DEVELOPMENT ASSOCIATION. The Treasurer shall have custody of all PROPERTY of the ASSOCIATION, including funds, securities, and evidences of indebtedness. He shall keep the financial records and books of account of the ASSOCIATION in accordance with good accounting practices. He shall keep detailed, accurate records in chronological order of the receipts and expenditures affecting the common areas and facilities, specifying and itemizing the maintenance and repair expenses of the common areas and facilities and any other expenses incurred; and he 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 of the ASSOCIATION at convenient hours of weekdays as more specifically provided in the DECLARATION.

ARTICLE IX: FISCAL MANAGEMENT

9.1 The Fiscal Year. The fiscal year of the ASSOCIATION shall be the same as the calendar year.

9.2 Maintenance and Maintenance Assessments. The BOARD shall comply with all of the provisions of the DECLARATION pertaining to maintenance and maintenance ASSESSMENTS.

9.3 Insurance and Casualty Loss. The BOARD shall comply with all of the provisions of the DECLARATION pertaining to insurance and casualty loss.

9.4 Information. The ASSOCIATION shall make available copies of its records pursuant to the requirements of the DECLARATION.

9.5 Lender's Notices. The ASSOCIATION shall provide the lender's notices to the extent required by the DECLARATION.

9.6 Depository. The depository of the ASSOCIATION shall be such bank or banks and/or savings and loan associations as shall be designated from time to time by the DIRECTORS and in which moneys of the ASSOCIATION shall be deposited. Withdrawal of moneys from such account shall be only by checks signed by such PERSONS as are authorized by the DIRECTORS.

ARTICLE X: RULES AND REGULATIONS

10.1 House Rules. The BOARD OF DIRECTORS may from time to time adopt, modify, amend, or add to Rules and Regulations concerning the use the PLANNED UNIT DEVELOPMENT. Copies of such Rules and Regulations or any amendments, additions, or modifications thereto shall be delivered to each MEMBER not less than fourteen (14) days prior to the effective date thereof. No rule or regulation may be adopted by the ASSOCIATION that conflicts with the DECLARATION, ARTICLES, or these BYLAWS.

10.2 Enforcement Procedure. The BOARD shall establish and adopt a written Complaint, Fine and Appeal process. The Complaint, Fine and Appeal process 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 of the ASSOCIATION, or the DECLARATION, BYLAWS, or ARTICLES, unless and until the demand is made as follows:

A. Demand. The ASSOCIATION shall send written demand to the last known address of the MEMBER that the violator cease and desist from a violation, specifying: (i) the violation; (ii) the action required to abate the violation; and (iii) a time period - not less than ten (10) days - during which the violation may be abated without further sanction and a statement that any further violation of the same rule may result in the imposition of a sanction.

B. Notice. If the violation continues past the period allowed in the demand, the BOARD or its delegate shall serve the violator with a written notice of the sanction(s) to be imposed upon the MEMBER. The notice shall contain the following: (i) the violation; (ii) the sanction, including fines, to be imposed; and (iii) the date the sanction will come into effect if the violation is not abated, which date shall not be less than ten (10) days from the giving of the notice.

C. Proviso: Similar Violations. The same violation or a substantially similar violation within a twelve-month period shall be considered the same violation for purposes of enforcement, and the ASSOCIATION is not required to send a new demand under subparagraph 'A' above.

D. Hearing. The MEMBER may request in writing a hearing before the BOARD at any time prior to the date that the sanction will be imposed. At this hearing, the MEMBER may produce any statement, evidence, and witness on the MEMBERS' behalf regarding the violation and pending sanction. The decision of the BOARD at this hearing will be final.

ARTICLE XI: AMENDMENTS TO THE BYLAWS

11.1 Amendment. The procedure for amending these BYLAWS shall be the same as the procedure set out in the DECLARATION for amendment of the DECLARATION.

ARTICLE XII: MISCELLANEOUS

12.1 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.

12.2 Captions. The captions herein are inserted only as a matter of convenience for all reference and in no way define, limit, or describe the scope of these BYLAWS or the intent of any provision hereof.

12.3 Parliamentary Rules. All parliamentary type issues at ASSOCIATION meetings shall be conducted in accordance with these BYLAWS. Procedural issues at meetings to the extent not covered by these BYLAWS shall be governed by the procedures set out in the Roberts's Rules of Order (12th Edition) Newly Revised. The Chairman of the meetings shall preside and maintain order.

The foregoing BYLAWS were approved as the BYLAWS of ROCK CREEK PROPERTY OWNERS ASSOCIATION, INC., Altered and Amended 2023, by the affirmative vote of majority of the MEMBERS, present in person or by proxy, at the annual meeting of the MEMBERS of the ASSOCIATION.

Done this the 23rd day of February, 2023.

President of Rock Creek Property Owners Association, Inc.

By: Al Beck

Al Beck, as President

Attest:

By: Harry Kohler

Harry Kohler, as Secretary of the ASSOCIATION

This document prepared, based on information provided by the ASSOCIATION, by:

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