

# **Regulations of Copley Homeowners Association, Inc.**

## **Article I: Name**

The name of this association is Copley Homeowners Association, Incorporated; incorporated under the Corporation Laws of the State of Ohio on November 1, 1978 and amended on January 24, 2013.

## **Article II: Area**

The area to be covered and encompassed by the activities of this association shall consist of the Township of Copley, Summit County, Ohio.

## **Article III: Members**

Section One. Classes of Members. Membership shall be of three classes, A, B and C.

- a. Adult resident property owners and renters residing in the area herein above set forth shall be eligible for class A membership in this association. Class A members shall be eligible to vote on issues coming before the association and shall be eligible to hold office in the association.
- b. Non-resident property owners in the area herein above set forth shall be eligible for class B membership in this association. Class B members shall not be eligible to vote on issues coming before the association nor shall they be eligible to hold office in the association. They shall be eligible for other benefits offered to association members.
- c. Non-resident, non-property owners in the area herein above set forth shall be eligible for class C membership in this association. Class C members shall not be eligible to vote on issues coming before the association nor shall they be eligible to hold office in the association. They shall be eligible for other benefits offered to association members.

Section Two. Membership Eligibility.

To be eligible for membership, each member shall have paid his or her household dues (one membership per household) for the current fiscal year. Class A membership shall include individual property owners and residents of

property owned by individual and family trusts and other similar legal devices representing their interests.

**Section Three. Member Vote.**

Votes shall be allocated on the basis of one vote per Class A member household.

**Article IV: Dues**

The annual dues of each member household of this association shall be ten dollars (\$10.00) per annum, payable on or before January 1 of each year. Any member who shall be in arrears in the payment of dues shall be ineligible to vote at any meeting and shall be deprived of all membership privileges of this Association until all such arrears have been fully paid,

**Article V: Fiscal Year**

The fiscal year of this association shall commence on the first day of January and end on the 31st day of December.

**Article VI: Meetings**

**Section One. Annual Meeting.** An annual meeting for the election of officers of this association shall be held each year on the fourth Thursday in January.

**Section Two. Special Meetings.** Special meetings shall be called by the president whenever he or she shall deem the same necessary or whenever he or she shall be called upon to do so by five or more members of the association.

**Section Three. Notice of meetings.** All members shall be notified of an upcoming meeting not less than five (5) days nor more than fifteen (15) days before the date set for any such meeting. All notices of any special meeting shall state the purpose of the meeting.

**Section Four. Quorum.** A quorum at all meetings shall consist of at least 20 members in good standing. If the members in good standing number less than 40, a quorum shall consist of a majority of all the members present in good standing. Voting shall be a majority vote cast by the members in attendance. No proxy votes will be permitted.

**Section Five. Rules of Procedure.** The rules of procedure at all meetings shall be according to Robert's Rules of Order, Revised, so far as applicable and when not inconsistent with these regulations.

## **Article VII: Officers**

The officers of this association shall be four (4) in number: A president, a vice-president, a secretary, and a treasurer. A nominating committee elected by the members shall put forward for election a slate of candidates. Nominations from the floor shall be taken prior to the election. Officers shall be elected by a plurality vote of the members of the association present at the annual meeting.

Section One. The President. The president shall be the chief executive officer of the association, charge with the duty of supervising all of its functions. He or she shall be an ex-officio member of all committees except the Nominating Committee.

Section Two. The Vice President. In the president's absence or in the event of his or her inability to act, the vice president shall also perform the duties of the president. He or she shall also perform such other functions as the president may from time to time assign.

Section Three. The Secretary. The secretary shall conduct the correspondence of the association and issue notices of all meetings. The secretary shall keep the minutes of all meetings of the association and its committees, keep the roll of all members with their date of joining and their classification of membership. He or she shall discharge such other duties as may be assigned to him or her by the president. The secretary shall file with the Secretary of the State of Ohio a statement of continued existence every five years as required by law.

Section Four. The Treasurer. The treasurer shall collect all membership dues and shall have the care and custody of the funds and property of this association, which shall be disbursed by him or her only upon the order of the officers or in the case of amounts less than \$300.00 upon the order of the president. He or she shall submit a report for the preceding year at the annual meeting and shall render special reports whenever requested to do so by the president. He or she shall deposit all funds in the of the association in such bank or banks as may be designated by the president. He or she shall be responsible for filing all required reports to the Internal Revenue Service. The books shall be evaluated at the close of each fiscal year.

Section 5. Officers shall serve a two year term and may serve no more than two consecutive terms. An officer may not be a township trustee. Officers shall be insured by the association.

Section Six. Vacancy. Should any vacancy occur by death, resignation, or otherwise, the same shall be filled without undue delay by a vote of the membership.

## **ARTICLE VIII: Committees**

Committees shall be designated and appointed by the president as may be required. These shall include but not be limited to the following:

- a. Publicity
- b. Government Liaison
- c. Membership
- d. Ways and Means
- e. Special Projects
- f. Land Use Activity in the Township
- g. Sewer & Water Extension per the J.E.D.D. agreement
- h. Bylaws & Regulations Review

## **ARTICLE IX: Dissolution**

Section One. Dissolution. Dissolution of the association shall require a two-thirds vote of the members.

Section Two, Distribution of Assets. After all assets have been liquidated and all debts and obligations of the association paid, the remaining assets shall be given to the Copley Township trustees to use in such community projects as the see fit.

## **ARTICLE X: Amendments**

The regulations of this association may be amended or revised by the affirmative vote (two/thirds) of the members present at the annual meeting or at any special meeting, provided that notice of any such meeting contains a summary of the proposed amendment or amendments.

**These regulations were amended at the meeting of September 26, 2013**

This is True and Correct copy of the regulations amended at the September 26, 2013 meeting.



President



Treasurer



Secretary