BY-LAWS OF STILLWATER HOA, INC

ARTICLE I

NAME AND LOCATION

The name of the corporation is Stillwater HOA, Inc. (hereinafter referred to as the "Association"). The initial principal office of the corporation shall be located at 7133 Highway 92, Woodstock, GA 30189, but meetings of members and directors may be held at such places within the State of Georgia, as may be designated by the Board of Directors. The principal office may be changed by a vote of the Board of Directors.

ARTICLE II

DEFINITIONS

<u>Section 1</u>. "Association" shall mean and refer to Stillwater HOA, Inc., its successors and assigns.

<u>Section 2</u>. "Properties" shall mean and refer to that certain real property described in the Declaration of Covenants, Conditions and Restrictions, and such additions thereto as may hereafter be brought within the jurisdiction of the Association.

Section 3. "Common Area" shall mean all real property owned by the Association for the

common use and enjoyment of the Owners.

Section 4. "Lot" shall mean and refer to any plot of land shown upon any recorded

subdivision map of the Properties with the exception of the Common Area.

<u>Section 5</u>. "Owner" shall mean and refer to the record owner, whether one or more persons or entities, of a fee simple title to any Lot which is a part of the Properties, including contract sellers, but excluding those having such interest merely as security for the performance of any obligation.

<u>Section 6</u>. Declarant shall mean and refer to Settingdown Joint Ventures, LLC, its successors or its assigns, if such successors or assigns should acquire more than one undeveloped Lot from the Declarant for the purpose of development.

<u>Section 7.</u> "Declaration" shall mean and refer to the Declaration of Covenants, Conditions and Restrictions applicable to the Properties recorded in the Office of the Clerk of the Superior Court of Forsyth County, Georgia.

<u>Section 8</u>. "Member" shall mean and refer to those persons entitled to membership as provided in the Declaration.

ARTICLE III

MEETING OF MEMBERS

Section 1. Annual Meetings. The first annual meeting of the members shall be held within one year from the date of the incorporation of the Association, and each subsequent regular annual meeting of the members shall be held on the same day of the same month of each

Section 2. Special Meetings. Special meetings of the members may be called at any time by the President or by the Board of Directors, or upon written request of the members who are entitled to vote on-fourth (1/4) of all of the votes of the Class A membership.

Section 3. Notice of Meetings. Written notice of each meeting of the members shall be

Section 4. Quorum. The presence at the meeting of the members entitled to cast, or the

year thereafter, at the hour of 7:00 o'clock P.M. If the day for the annual meeting of the members is a legal holiday, the meeting will be held at the same hour on the first day following which is not

given by, or at the direction of, the Secretary or person authorized to call the meeting, by mailing a copy of such notice, postage prepaid, at least fifteen (15) days before such meeting to each member entitled to vote thereat, addressed to the member's address last appearing on the books of the Association, or supplied by such member to the Association for the purpose of notice. Such notice shall specify the place, day and hour of the meeting, and, in the case of a special meeting, the purpose of the meeting.

proxies entitled to cast, on-tenth (1/10th) of the votes of each class of membership shall constitute

a quorum for any action except as otherwise provided in the Articles of Incorporation, the Declaration, or these By-Laws. If, however, such quorum shall not be present or represented at

any meeting, the members entitled to vote threat shall have power to adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum as aforesaid shall be present or represented.

Section 5. Proxies. At all meetings of members, each member may vote in person or by

proxy. All proxies shall be in writing and field with the Secretary. Every proxy shall be revocable and shall automatically cease upon conveyance by the member of his Lot.

ARTICLE IV BOARD OF DIRECTORS: SELECTION: TERM OF OFFICE

Section 1. Governing Body; Composition. The affairs of this Association shall be

managed by a Board of Directors. Except as provided in Section 2 of this Article, the directors must reside in Stillwater Subdivision and shall be members or spouses of such members; provided, however, no Person and his or her spouse may serve on the Board at the same time.

Section 2. Directors Appointed by Declarant. The Declarant shall have the right to appoint or remove any member o members of the Board of Directors or any officer or officers of the Association until such time as the first of the following events shall occur: (a) the expiration of seven (7) years after the date of the recording of the Declarant; (b) seventy-five percent (75%)of

Lots planned by Declarant to be part of Stillwater Subdivision shall have been conveyed to persons who have not purchased such Lots for the purpose of construction of a residence and resale of such Lot and residence; or (c) the surrender by Declarant in writing of the authority to appoint and remove directors and officers of the Association. The directors selected by the Declarant need not be Owners or resident in Stillwater subdivision.

Section 3. Number of Directors. The Board shall consist of three (3) members.

Section 4. Nomination of Directors. Elected directors shall be nominated from the floor and may also be nominated by a nominating committee, if such a committee is established by the Board. All candidates shall have a reasonable opportunity to communicate their qualification to

Section 5. Election and Term of Office. Owner-elected directors shall be elected and hold office as follows:

the members and to solicit votes.

- (a) After the Declarant's right to appoint directors and officers terminates, the Association shall call a special meeting to be held at which Owners shall elect three (3) directors. (b) At annual meetings of the membership thereafter, directors shall be elected by secret
- Initially, the term of one (1) director shall be fixed at one (1) year, the term of one (1) director shall be fixed at two (2) years, and the term of one (1) director shall be fixed at three (3)

ballot. All eligible members of the Association shall vote on all directors to be elected, and the candidate(s) receiving the most votes shall be elected. Cumulative voting is not permitted.

vears. At the expiration of the initial term of office of each respective Owner-elected member of the Board of Directors, a successor shall be elected to serve for a term of two (2) years. The members of the Board of Directors shall hold office until their respective successors shall have been elected by the Association.

Section 6. Removal. Any Director may be removed from the Board, with or without cause, by a majority vote of the members of the Association. In the event of death, resignation or removal of a Director, his successor shall be selected by the remaining members of the Board

and shall serve for the unexpired term of his predecessor. Section 7. Compensation. No Director shall receive compensation for any service he may render to the Association. However, any Director may be reimbursed for his actual

expenses incurred in the performance of his duties.

Board.

officer he replaces. Section 9. Action Taken Without a Meeting. The Directors shall have the right to take

Board. The officer appointed to such vacancy shall serve for the remainder of the term of the

Section 8. Vacancies. A vacancy in any office may be filled by appointment by the

any action in the absence of a meeting which they could take at a meeting by obtaining the written approval of all the Directors. Any action so approved shall have the same effect as though taken at a meeting of the Directors.

ARTICLE V

MEETINGS OF DIRECTORS

Section 1. Regular Meetings. Regular meetings of the Board of Directors shall be held monthly without notice, at such place and hour as may be fixed from time to time by resolution of the Board. Should said meeting fall upon a legal holiday, then that meeting shall be held at the same time on the next day which is not a legal holiday.

Section 2. Special meetings. Special Meetings of the Board of Directors shall be held

three (3) days notice to each Director. Section 3. Quorum. A majority of the number of Directors shall constitute a quorum for the transaction of business. Every act or decision done or made by a majority of the Directors

when called by the President of the Association, or by any two (2) Directors, after not less than

present at a duly held meeting at which a quorum is present shall be regarded as the act of the

ARTICLE VI

POWERS AND DUTIES OF THE BOARD OF DIRECTORS

(a) adopt and publish rules and regulations governing the use of the Common Area and facilities, and the personal conduct of the members and their guests thereon, and to establish penalties for the infraction thereof;
(b) suspend the voting rights and right to use of any recreational facilities of a member during any period in which such member shall be in default in the payment of any assessment

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

levied by the Association. Such rights may also be suspended after notice and hearing, for a period not to exceed sixty (60) days for the infraction of published rules and regulations;

(c) exercise for the Association all powers, duties and authority vested in or delegated to

this Association and not reserved to the membership by other provisions of these By-Laws, the

- (d) declare the office of a member of the Board of Directors to be vacant in the event such member shall be absent from three (3) consecutive regular meetings of the Board of
- (e) employ a manager, an independent contractor, or such other employees as they deem necessary, and to prescribe their duties.
 - Section 2. Duties. It shall be the duty of the Board of Directors to:
- (a) cause to be kept a complete record of all its acts and corporate affairs and to present a statement thereof to the members at the annual meeting of the members, or at any special meeting when such statement is requested in writing by one-fourth (1/4) of the Class A members
- (b) supervise all officers, agents and employees of this Association, and to see that their duties are properly performed;
 - (c) as more fully provided in the Declaration, to:

Articles of Incorporation, or the Declaration;

Directors, and

who are entitled to vote:

(1) fix the amount of the annual assessment against each Lot at least thirty (30)

days in advance of each annual assessment period;

- (2) send written notice of each assessment to every Owner subject thereto at
- least thirty (30) days in advance of each annual assessment period; and
- (3) foreclose the lien against any property for which assessments are not paid within thirty (30) days after due date or to bring an action at law against the Owner personally
- within thirty (30) days after due date or to bring an action at law against the Owner personally obligated to pay the same.
- (d) issue, or to cause an appropriate officer to issue, upon demand by any person, a certificate setting forth whether or not any assessment has been paid. A reasonable charge may be made by the Board for the issuance of these certificates. If a certificate states an assessment has been paid, such certificate shall be conclusive evidence of such payments;
- (e) procure and maintain adequate liability and hazard insurance on property owned by the Association;
- (f) cause all officers or employees having fiscal responsibilities to be bonded, as it may deem appropriate; and

(g) cause the Common Area and any easement areas for detention located within the properties to be maintained.

ARTICLE VII

OFFICERS AND THEIR DUTIES

<u>Section 1. Enumeration of Officers</u>. Except during the period in which the Declarant has the right to appoint the officers of the Association under Article IV, Section 2, of these By-Laws, the officers of this Association shall be a President and Vice-President, who shall at all times be members of the Board of Directors, a Secretary, a Treasurer, and such other officers as the Board may from time to time by resolution create.

right to appoint the officers of the Association under Article IV, Section 2, of these By-laws, the election of officers shall take place at the first meeting of the Board of Directors following each annual meeting of the members.

Section 2. Election of Officers. Except during the period in which the Declarant has the

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

Section 4. Special Appointments. The Board may elect such other officers as the affairs of the Association may require, each of whom shall hold office for such period, have such authority, and perform such duties as the Board may, from time to time, determine.

Section 5. Resignation and Removal. Any officer may be removed from office with or without cause by the Board. Any officer may resign at any time by giving written notice to the Board, the President or the Secretary. Such resignation shall take effect on the date of receipt of such notice or at any later time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 6. Vacancies. A vacancy in any office may be filled by appointment by the Board. The officer appointed to such vacancy shall serve for the remainder of the term of the officer he replaces.

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

<u>Section 8. Duties</u>. The duties of the officers are as follows:

President

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

Vice-President

(b) The Vice-President shall act in the place and stead of the President in the event of his absence, inability or refusal to act, and shall exercise and discharge such other duties as may be required of him by the Board.

Secretary

(c) The Secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board and of the members; keep the corporate seal of the Association and affix it on all papers requiring said seal; serve notices of meetings of the Board and of the members; keep appropriate current records showing the members of the Association together with their addresses, and shall perform such other duties as required by the Board.

Treasurer

(d) The Treasurer shall receive and deposit in appropriate bank accounts all monies of the Association and shall disburse funds as directed by resolution of the Board of Directors; shall sign all checks and promissory notes of the Association and keep proper books of account.

ARTICLE VIII

COMMITTEES

The Association shall appoint an Architectural Control Committee, as provided in the Declaration, and a nominating Committee, as provided in these By-Laws. In addition, the Board of Directors shall appoint other committees as deemed appropriate in the carrying out its purpose. Notwithstanding any provision to the contrary herein, Declarant shall have the right to appoint the Architectural Control Committee until such time as Declarant records a document surrendering such right in the records of Forsyth County. Georgia.

ARTICLE IX

BOOKS AND RECORDS

The books, records and papers of the Association shall at all times, during reasonable business hours, be subject to inspection by any members. The Declaration, the Articles of Incorporation and the By-Laws of the Association shall be available for inspection by any member at the principal office of the Association, where copies may be purchased at reasonable cost.

ARTICLE X

ASSESSMENTS

As more fully provided in the Declaration, each member is obligated to pay to the Association annual and special assessments which are secured by a continuing lien upon the property against which the assessment is made. Any assessments which are not paid when due shall be delinquent. If the assessment is not paid within thirty (30) days after the due date, the assessment shall bear interest from the date of delinquency at the rate of six percent (6%) per annum, and the Association may bring an action at law against the Owner personally obligated to pay the same or foreclose the lien against the property, and interest, costs, and reasonable attorney's fees of any such action shall be added to the amount of such assessment. No Owner may waive or otherwise escape liability for the assessments provided for herein by nonuse of the

ARTICLE XI

Common Area or abandonment of his Lot.

CORPORATE SEAL

The Association shall have a seal in circular form having within its circumference the words: Stillwater HOA, Inc.

ARTICLE XII

AMENDMENTS

members, by a vote of a majority of a quorum of members present in person or by proxy, except that Federal Housing Administration or the Veterans Administration shall have the right to veto amendments to these By-laws for as long as Declarant has the right to appoint and remove the directors and officers of the Association.

Section 2. In the case of any conflict between the Articles of Incorporation and these By-

Section 1. These By-laws may be amended, at a regular or special meeting of the

ARTICLE XIII

laws, the Articles shall control; and in the case of any conflict between the Declaration and these

By-laws, the Declaration shall control.

MISCELLANEOUS

The fiscal year of the Association shall begin on the first day of January and end on the 31st day of every year, except that the first fiscal year shall begin on the date of incorporation.