

## **FOREST HILLS EASEMENT ASSOCIATION**

### **Waterfront Rules and Regulations**

#### **GENERAL**

1. Do not loan your key/fob. All fobs are uniquely numbered. Membership will be forfeited if fobs are given to non-members.
2. The easement opens at 6:00 am and closes at 10:00 pm. Anyone using the Easement after 10:00 PM is in violation of the rules and faces charges from Lake Corp and Lake Oswego PD from any neighbor complaints. Fobs track your entrance and exit.
3. We are all responsible for keeping the Easement clean. Put any trash or recycling in the bins provided. Take all your belongings home with you. If you move a picnic table, put it back. This is a shared space, treat it as such.
4. Park only in the designated parking area. If that area is full (about 6 cars), you can park in the overflow parking up on the corner of Iron Mountain and Mulligan. Any violation of this, especially parking in the "No Parking" zone, will be subject to charges from Lake Oswego PD and towing.
5. Do not throw items into the lake. This includes, but is not limited to, trash, clothing, watercraft paddles, fishing line, towels, and chairs.
6. Animals are NOT permitted in the easement, except to board directly onto the member's boat.
7. Members are not allowed to unlock or open the gate for non-members.
8. Lock canoes/kayaks when not in use. All canoes and kayaks must also have their Lake Corp stickers and be labeled with your last name.
9. No children under 16 years of age shall be entitled to use the Easement unless accompanied by an adult member of the Easement.
10. Guests must be accompanied at all times by a key-holding member while on Easement premises. The member who brings a guest will be held responsible for their conduct while they are on the Easement premises. Guests are to abide by the same Rules and Regulations which govern members.
11. Members age 16 to 21 are allowed a maximum of 3 guests.
12. The gate must be kept closed and locked. Do not leave gate propped open unless you are actively loading or unloading.
13. No excessive use of alcohol is permitted on the Easement..
14. No fireworks of any description will be permitted in the Easement.
15. No smoking or vaping in the Easement.
16. Large parties (10 or more) need to be scheduled ahead of time with the membership secretary (forest.hills.easement@gmail.com). Parties are permitted M-Th until 10 PM, Friday until 6 PM, Saturday until 3 PM, and are not permitted on Sundays and holidays. Only one picnic table per party is to be used. Parties are limited to 20 people, including

the easement member's family. Members should clean up after their parties, and take large discards like pizza boxes home.

### **SWIMMING AREA**

1. Each member is personally responsible for their own safety and actions, and the safety and actions of their guests.
2. All members shall enforce safety measures and will be supported by the Easement Board.
3. Diving or swimming will be permitted only in the swimming area and designated lake area within the buoys as defined by Lake Corp rules.
4. Only one person at a time is allowed on the diving board. There is to be no "double springing".
5. There is to be NO horseplay or other disorderly conduct permitted within the easement.
6. There is to be NO running permitted on docks.

### **BOATS AND BOAT FACILITIES**

1. As available, the easement canoe is not to be used within the easement designated swim areas. The canoe is to be used on the lake within the guidelines of the Lake Corp rules (Per Lake Corp Rule Booklet). Cruising range is between the red/orange buoys and the shoreline, and never more than 100 feet from shoreline.
2. The minimum age requirement for use of the easement canoe is 12 years old. Children younger than 12 must be accompanied by an adult.
3. A life jacket must be on board for each person on the watercraft (3 people, 3 life jackets). Children 12 and under must wear a life jacket at all times.  
NOTE: Lifejackets and paddles are to be stored in chest by the canoe racks. Please treat the easement equipment with care and return it to the chest when done. Maximum number of people on board Canoe: 3 people
4. FHEA Canoe storage when not in use: Please be sure that if the canoe is not in use, that they it is stored in the assigned canoe rack (bottom rack along the fence near the kayak launch). Please do not leave it in the water or on the ground. Please be careful to return the canoe paddles to the storage bin.
5. All boats must have proper permits and equipment complying with operational regulations as set forth by the Lake Corporation. For powerboats, this includes a state-issued invasive species permit.
6. The boat moorages will be for powerboats or sailboats that are not portable except by trailer.
7. Each boat owner assigned a moorage space is to provide his own bumper strip and

berthing securities so that at no time is the boat a moving hazard to other boats moored in the vicinity. Boats must be secured by snubbers and held against the assigned dock. No lines are to be tied around dock structural members.

8. Water skiing and wakeboard takeoffs and landings are not permitted from the docks.

9. Boat moorages, lockers and canoe/kayak spaces are assigned at the beginning of each season. Any moorage not occupied by July 1st will be assigned to the next eligible easement member on the list.

10. Power boats not removed by December 31st will be assessed a winter moorage fee.

11. SUP storage is inadequate for kayak and canoe storage. Kayaks and canoes are only to be stored in properly designated racks

### **LOCKER RENTALS**

1. The Easement has 16 lockers suitable in size to hold equipment, water skis, etc.

2. Volatile flammable liquids (boat gas, starter fluids, etc.) are not to be stored in the lockers.

3. Locker space is given first to boat or canoe/kayak owners who have craft moored at the Easement.

### **IF YOU BREAK THE RULES:**

1. First Violation = Warning from Easement Board

2. Second Violation = Lose access to the Easement for a week

3. Third Violation = Lose access to the Easement for a month

4. Fourth Violation = Subject to discretion of the Board to terminate your membership.

**BYLAW  
S  
  
OF  
  
FOREST HILLS EASEMENT  
ASSOCIATION  
  
( January 30, 2025)**

**ARTICLE I. DEFINITIONS**

As used in these "Bylaws," the following terms shall have the meanings given below:

1. "Association" means the Forest Hills Easement Association, a mutual benefit nonprofit corporation organized and existing under the laws of the State of Oregon.
2. "Lot" means any numerically designated or platted plot of land that is entitled to lake privileges as set forth in that certain deed granting Forest Hills lake easement rights which has been recorded in Book 220, Page 525, Deed Records of Clackamas County, Oregon.
3. "Owner" means the owner (or owners) or purchaser (or purchasers) of record of a Lot, whether one or more persons, including contract sellers or buyers, but excluding those having such interest in a Lot as security for the performance of an obligation, except as otherwise expressly provided.
4. "Member" means any person (or persons) who is an Owner and who is in good standing with the Association or any Owner sponsored lessee (or lessees). A person is not a "Member" if the person does not actually reside in and occupy a Lot. An Owner who is sponsoring a lessee (or lessees) is not a "Member" unless that person (or persons) owns, resides in, and occupies another Lot.
5. "Member's Immediate Family" means (a) a Member's spouse, domestic partner or significant other; (b) parents; (c) children and any child's spouse, domestic partner or significant other; (d) grandchildren; and (e) any relatives actually residing with the Member.
6. "Guest" means anyone other than a Member or a Member's Immediate Family.
7. "Good standing" means that a Member has paid the Association all assessments, dues, and fees required by the Association and does not have any outstanding assessments, dues, or

fees owed to the Association.

8. "Director" means any member of the Board of Directors of the Association.

9. "Officer" means the President, the Secretary, the Treasurer or the Maintenance Officer. 10. "LOC" means the Lake Oswego Corporation.

11. "Articles of Incorporation" means the Articles of Incorporation of the Association and/or any Amended and/or Restated Articles of Incorporation of the Association.

## ARTICLE II. MEMBERSHIP

**1. Membership.** Any person who is an Owner and who actually resides in and occupies a Lot shall be eligible for membership in the Association. Any Owner sponsored lessee who actually resides in and occupies a Lot is also eligible for membership in the Association. An Owner and the Owner's sponsored lessee cannot be Members at the same time unless the Owner of the leased Lot owns, resides in, and occupies another Lot. Membership in the Association is not transferable. Membership may not be separated from ownership of one or more Lots.

**2. Membership List and Reporting.** The Secretary shall maintain a membership list showing the name and address, including the email address, if any, of each Member. The Secretary shall inform the LOC in writing, on or shortly after the first day of April of each year, of the names and addresses of the Officers, the registered agent, the permanent mailing address, the membership count, and the names and addresses of Members. Unless otherwise decided by the Board of Directors, the President will be the registered agent of the Association.

**3. Membership Applications.** The Secretary shall send, no later than the first week in March of each year, applications to all Members identified on the Membership List of the preceding year. Members remain responsible for requesting an application if they do not receive one by mail or e-mail.

**4. Membership Dues and Fees.** The annual dues of all Members shall be the sum fixed from time to time by the Board of Directors. If the Association does not receive the Member's dues payment by April 1<sup>st</sup> of each year, the Member will be subject to a late membership fee. Dues shall not be pro-rated even if membership is for a period of less than a year.

**(a) New Member Initiation Fee.** A new member initiation fee shall be the sum fixed from time to time by the Board of Directors. A new Member, as a condition of membership in the Association, is required to pay the Association the new member initiation fee with the application and annual dues. A Member who, for any reason, ceases being a Member

for a year or more is required to pay the new member initiation fee as a condition of reinstating the Member's membership in the Association.

**(b) Late Payment Fee.** A Member is required to pay the Association a late fee fixed from time to time by the Board of Directors, if the Association has not received the Member's annual dues on or before April 1<sup>st</sup> of each year. Late fees do not apply to a new Member.

**5. Membership Duration.** Membership automatically expires on March 31<sup>st</sup> of each year, regardless of when the Association receives a Member's annual dues, and is reinstated on April 1<sup>st</sup> of each year if the Association receives a Member's application and annual dues on or before that date. If the Association does not receive a Member's annual dues on or before April 1<sup>st</sup> of a given year, membership is reinstated once the Association receives the Member's annual dues unless the Member has ceased to be a Member for a year or more, in which case the Association must receive the Member's annual dues and new member initiation fee to reinstate the Member's membership.

**6. Compliance with Rules and Laws.** Each Member is responsible for requesting and at all times obeying these Bylaws, the Articles of Incorporation, all other applicable rules, policies, and laws, and the LOC's rules including, but not limited to, those rules set forth in the Lake Oswego Corporation Rules and Handbook. Each Member is also responsible for ensuring that the Member's Immediate Family and Guests understand and at all times obey these Bylaws, the Articles of Incorporation, all other applicable rules, policies, and laws, and the LOC's rules including, but not limited to, those rules set forth in the Lake Oswego Corporation Rules and Handbook.

**7. Removal of Members.** Membership in the Association may be revoked by an affirmative vote of 90% of the Members present at any annual meeting of the Members, or at any special meeting of the Members called for that purpose, for conduct prejudicial to the Association, provided that such Member shall have first been served with a written notice of the reasons for the expulsion and the accusations against the Member at least 15 days before such meeting and shall have been given an opportunity to produce witnesses, present evidence, and to be heard at the meeting at which such vote is taken. The Members shall take into consideration all of the relevant facts and circumstances in deciding whether or not the Member should be removed. Any written notice given by mail must be given by first class or certified mail sent to the last address of the Member subject to removal as shown on the Association's records.

## ARTICLE III. MEETINGS AND VOTING OF MEMBERS

**1. Annual Meeting of Members.** The annual meeting of the Members for the election of the Board of Directors and for the transaction of such other business as may properly come before the meeting shall be held on or before the second Monday of February of each year, or on such other date as the Board of Directors may designate.

**(a) Delayed Annual Meeting.** If, for any reason, the annual meeting of the Members is not held as above designated, such meeting may be called and held after 10 days' notice, and the same proceedings may be had at such meeting as at a regular annual meeting.

**(b) Annual Meeting Order of Business.** The order of business at the annual meeting of the Members shall be:

- (i) Roll Call; (ii) Approval of the minutes of the last meeting; (iii) Report of the President; (iv) Report of the Treasurer; (v) Report of the Secretary; (vi) Report of the Maintenance Officer; (vii) Transaction of other business; (viii) Election of Officers; and (ix) Adjournment;

provided that in the absence of objection of at least three Members, the Officer or other person presiding over the meeting may vary the order of business.

**(c) Place of Annual or Other Meetings.** The annual and other meetings of the Members shall be held within the City of Lake Oswego, Oregon or within 10 miles of the City of Lake Oswego at such place convenient to the Members as may be designated by the Board of Directors in the notice of the meeting.

**2. Quorum of Members.** Presence in person or by proxy of five Members, exclusive of the Officers, shall constitute a quorum.

**3. Voting.** Each Member, including the Officers and other members of the Board of Directors, is entitled to one vote, either in person or by written proxy, at each meeting of the Members. In any case in which two or more persons share ownership or are lessees of a Lot, they shall have only one vote. Thus, the vote or consent of any one or more of such persons shall constitute the vote or consent of the entire ownership or lessee interest; provided, however, that in the event such persons disagree among themselves as to the manner in which any vote or right of consent held by them shall be exercised with respect to a pending matter, any such person may deliver written notice of such disagreement to the Secretary or announce such disagreement at the meeting where the matter is being considered. Under those circumstances, if there is an equal

number for and against the matter, the vote or right of consent involved shall cancel each other's vote or consent and the vote or consent shall be regarded as an abstention in determining the number of votes or consents given with respect to such matter. But, if the Member has an uneven number of persons entitled to vote or consent on the matter, the majority of those individuals will determine how the Member consents or votes, and that vote will be counted.

**(a) Proxies.** Proxies must be in writing and are valid only for the particular meeting for which they are designated. Proxies must be given to the Secretary or President, or other designated person, before, at, or during such meeting.

**(b) Majority Vote.** Any matter may be decided by the majority of the votes cast by the Members present in person or by proxy at a properly noticed meeting where a quorum is present, unless a greater number of votes are required by law, the Articles of Incorporation, or these Bylaws.

#### **4. Notice of Meetings.**

**(a) Form of Notice.** Notice of a meeting of the Members may be written or printed and may be given separately or included in a newsletter. Such notice shall state the date, time, and place of the meeting and, in the case of a special meeting, the purpose(s) for which the meeting is being called. Notice may be sent via email (in lieu of mailing or personal delivery) to those Members who consent in writing to receive notices, mailings, and the like via email.

**(b) Delivery of Notice of Annual Meeting.** Notice of an annual meeting of the Members, at the direction of the President, the Secretary, or the person(s) calling the meeting, whether given separately or included in a newsletter, shall be delivered to each Member not less than 10 nor more than 60 days before the date of the meeting. With respect to Members who have consented in writing to receive notices via email, such notices via email shall be transmitted to each such Member not less than 10 nor more than 60 days before the date of the meeting. Notice of an annual or special meeting by mail shall be deemed to be delivered three days after being deposited in the United States mail, with postage fully prepaid thereon, addressed to the Member at the Member's most recent address as it appears on the records of the Association. Similarly, notice of an annual or special meeting of a Member who has consented in writing to receive notices, mailings, and the like via e-mail may be given by electronic transmission when electronically transmitted to a Member at the Member's most recent electronic address as it appears on the records of the Association, and shall be deemed to be delivered when sent, unless the transmission reflects a failure. Should that occur, mailing or personal delivery should occur.

**5. Special Meeting.** A special meeting of the Members may be called at any time by the President, a majority of the Board of Directors, or by 10 Members. At least seven days before

the date fixed for the holding of any special meeting of the Members, written and/or electronic transmission notice, as provided in paragraph 4 above, of the date, time, place, and purpose(s) of such meeting shall be sent, as provided above, to each Member entitled to vote at such meeting. If exceptional circumstances require an immediate meeting, the Notice period can be reduced to three days. Except for exceptional reasons as determined by the Board, no business not mentioned in the notice shall be transacted at such special meeting.

**6. Action by Written Ballot.** Any action that may be taken at any annual or special meeting of the Members, unless prohibited or limited by law, the Articles of Incorporation, or these Bylaws, may be taken without a meeting if the Association delivers a written ballot to each Member entitled to vote on the matter. A written ballot shall set forth each proposed action and shall provide an opportunity to vote for or against each proposed action.

**(a) Approval of Action by Written Ballot.** Approval of an action by written ballot shall be valid only when the number of votes cast by ballot equals or exceeds any quorum required to be present at a meeting authorizing the action and the number of approvals equals or exceeds the number of votes required to approve the matter.

**(b) Solicitations for Votes by Written Ballot.** All solicitations for votes by written ballot shall:

- (i) Indicate the number of responses needed to meet the quorum requirements;
- (ii) State the percentage of approvals necessary to approve each matter other than election of Officers or Directors; and
- (iii) Specify a reasonable time by which a ballot must be received by the Association in order to be counted.

## **ARTICLE IV. OFFICERS**

**1. Principal Officers.** The principal officers of the Association shall consist of the President, the Treasurer, the Secretary, and the Maintenance Officer, who shall also be Members of the Board of Directors (the "Officers/Directors").

**2. Other Officers.** Other officers and assistant officers as may be deemed necessary, may be elected or appointed by a majority of the Board of Directors. Any two or more of these other offices may be held by the same Member.

**3. Election of Officers and Term of Office.** The Officers/Directors shall generally be elected at the annual meeting of the Members. Each Officer/Director shall hold office until the

Officer/Director's successor has been duly elected or appointed and has accepted office or until the Officer/Director's death or until the Officer/Director resigns or has been removed in the manner hereinafter provided. Any Officer/Director is eligible for reelection or reappointment. Normally, the Officers elected at the annual meeting in February or March, would take their elected office the next April 1st following the meeting.

**4. General Practice of Selecting Officers Who are Also Directors.** The Association's general practice has been to initially elect a Member as the Maintenance Officer. After serving the year with merit as the Maintenance Officer and, upon reelection, the Member then serves one year as Secretary, then one year as Treasurer, and then one year as President. However, this practice is subject to change or modification at any time by either the Board of Directors or the Members. For example, if Member "Smith" is elected in 2008 as the Maintenance Officer he/she will normally stand for election as Secretary in 2009. Then, in 2010, member "Smith" would stand for election as Treasurer. Finally, in 2011, Member "Smith" would normally stand for election as President.

**5. Sharing of Office.** Because a Member frequently includes two persons, such as a husband and wife, a domestic partnership, or a significant other relationship, both such individuals have been and will continue to serve together as a "Team" President, Secretary, Treasurer, and Maintenance Officer (the Officers/Directors), as well as for any other non-directorship office or committee of the Association. However, each Team shall have only one vote when acting as a Member of the Board of Directors or on any other committees of the Association. When the "Team" has a conflict on an issue, paragraph 3 of ARTICLE III shall govern how their vote is to be counted.

**6. President.** The President shall be the Chief Executive Officer of the Association. The President shall, subject to the direction of the Board of Directors, have general supervision, direction, and control of the business and affairs of the Association and shall see that all orders and resolutions of the Board of Directors are carried into effect. The President shall have the general powers and management usually vested in the office of president of a nonprofit corporation, and shall have such other powers and duties as may be prescribed by the Board of Directors. The President shall be the presiding Officer at all meetings of the Board of Directors and the Members. The President shall also be an ex officio member of all committees. The Treasurer shall perform the duties and exercise the powers of the President during the absence or disability of the President, together with such powers as the President may delegate.

**7. Treasurer.** The Treasurer shall be the Chief Financial Officer of the Association. The Treasurer shall keep, or cause to be kept, complete and correct records of account showing the financial condition of the Association and present the Board of Directors with regular statements of the cash flow and financial condition of the Association. The Treasurer shall have custody of all moneys, notes, securities, and other valuables that may come into the possession of the

Association. The Treasurer shall deposit, or cause to be deposited, all moneys, notes, securities, and other valuables belonging to the Association in such depositories as may be designated for that purpose by the Board of Directors. The Treasurer shall disburse the Association's funds as may be authorized by the Board of Directors, taking proper receipts or vouchers for such disbursements. The Secretary shall perform the duties and exercise the powers of the Treasurer during the absence or disability of the Treasurer.

**8. Secretary.** The Secretary shall attend meetings of the Board of Directors and the Members and shall prepare and keep, or cause to be prepared and kept, true minutes of the proceedings of all such meetings in the books and records of the Association. The Secretary shall give, or cause to be given, all notices required by law, the Bylaws, the Articles of Incorporation, or by resolution and shall perform such other duties as may be delegated to the Secretary by the President or the Board of Directors. The Maintenance Officer shall perform the duties and exercise the powers of the Secretary during the absence or disability of the Secretary.

**9. Maintenance Officer.** The Maintenance Officer shall be responsible for the reasonable and necessary repair and maintenance of the Association's equipment and grounds. The President, after consulting with the Board of Directors, shall select a Member to perform the duties and exercise the powers of the Maintenance Officer during the absence or disability of the Maintenance Officer.

## ARTICLE V. BOARD OF DIRECTORS

**1. General Powers.** Except for the matters that are reserved to the Members, all business and affairs of the Association shall be managed by the Board of Directors, including the creation and enforcement of rules applicable to Members and the enforcement of the Bylaws and the Articles of Incorporation.

**2. Number.** The Board of Directors shall consist of the President, the Secretary, the Treasurer, and the Maintenance Officer (the "Officers/Directors"), and the last three immediate past Presidents (if still active Members) who choose to continue on the Board of Directors (the "Non-Officer Directors"). It is intended that there shall be seven Members on the Board of Directors. Thus, if any of the last three immediate past Presidents are not eligible or do not wish to serve on the Board of Directors, the Members or the Board of Directors will choose a replacement Non-Officer Director.

**3. Nomination and Election.** The Board of Directors shall nominate candidates for the offices of President, Treasurer, Secretary, and the Maintenance Officer, and to replace any Non-Officer Director who cannot or will not serve on the Board of Directors. Other candidates can be nominated by any Member at the meeting where the election is scheduled to take place. Voting for each Officer and such other Non-Officer Directors (if any of the Non-Officer Directors

cannot or will not serve as a Non-Officer Director) shall occur at the annual meeting of the Members. Candidates shall be elected by an affirmative vote of the Members present. The Officers so elected, along with the three immediate past Presidents, if still active Members who choose to serve on the Board of Directors, or the other Members elected in their place if a former President is not an active Member or who chooses not to serve on the Board of Directors, shall be members of the Board of Directors.

**4. Resignation.** Any Officer/Director, or Non-Officer Director, may resign at any time by delivering written notice of resignation to the President and Secretary. Such resignation shall be effective upon receipt unless specified therein to be effective at a later time. The Board of Directors may reject any post dated resignation by written notice addressed to the resigning Director. An Officer/Director who resigns before the completion of his term shall, as a condition of resignation, agree to relinquish all points earned as an Officer/Director. The Board of Directors may deem that an Officer/Director or a Non-Officer Director has resigned if the Officer/Director or Non-Officer Director refuses or fails to perform the Officer/Director's or the Non-Officer Director's duties without good cause. The Board of Directors may, in its sole discretion, allow the resigning Officer/Director to retain some or all of the points earned as an Officer/Director if the reasons for resignation are compelling. A Non-Officer Director may resign without penalty.

**5. Removal.** The Board of Directors may remove an Officer/Director or a Non-Officer/Director, with or without cause, by the affirmative vote of a majority of the Directors then in office, at any meeting of the Board of Directors.

**6. Vacancies.** Vacancies in the Board of Directors shall be filled by appointment made by the remaining Directors then in office. Any person appointed to fill a vacancy in the Board of Directors may be eligible for re-election.

**7. Meetings of the Board of Directors.** The Board of Directors shall meet at such time and place as may be set by the President. Any three Directors may call a meeting of the Board of Directors to consider any subject for which those Directors are responsible or are concerned.

**(a) Notice of Meetings.** Except when there is an emergency or a matter arises that calls for an immediate action, the President (or the Directors calling the meeting) shall give seven days written notice to the Directors of the date, time, place, and general business to be transacted at such meeting. Notice of such meeting may be given personally, by mail, or by electronic transmission. Notice by electronic transmission is effective when electronically transmitted to the Director in the manner prescribed by the Director's designated email address as it appears on the records of the Association. Notice by mail is effective when deposited in the United States mail, addressed to a Director at the Director's most recent address as it appears on the records of the Association.

**(b) Waiver of Notice.** Notice of a meeting of the Board of Directors may be waived in writing, signed by the Director entitled to such notice, or orally, either before or after such meeting. Furthermore, attendance at a meeting of the Board of Directors shall constitute a waiver of notice of such meeting, except when the Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened.

**(c) Meeting by Telephone or Video Conference.** The Board of Directors may hold a meeting by telephone or video conference or similar equipment by means of which all persons participating in the meeting can hear one another. Participation in such meeting shall constitute presence in person at the meeting.

**(d) Action Without a Meeting.** Any action that the law, the Articles of Incorporation, or these Bylaws permit or require the Directors to take at a meeting of the Board of Directors may be taken without a meeting if all of the Directors entitled to vote on the matter sign a written consent setting forth the action. These signed written consents shall be included in the minutes or filed with the Association's records reflecting the action taken. The action shall be effective on the date when the last signature is placed on the consent, unless the consent specifies an earlier or later effective date. As used in this provision, "sign" includes an electronic signature, which means an electronic sound, symbol or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record, including a statement that says or conveys that this email constitute my signature or vote. As used in this provision, "written" includes a communication that is transmitted or received by electronic means.

**(e) Quorum of Board of Directors.** One-third of the number of Directors in office immediately before the meeting begins constitutes a quorum for the transaction of business at any meeting of the Board of Directors. The act of a majority of the Directors present at a meeting at which a quorum is present is the act of the Board of Directors, unless the act of a greater number is required by the provisions of the Oregon Nonprofit Corporation Act, the Articles of Incorporation, or as otherwise provided in these Bylaws.

**8. Agents.** The Board of Directors shall have the power to appoint agents reasonably necessary for the transaction of the business of the Association.

**9. Checks and Other Disbursements.** All checks, drafts, and orders for payment of money shall be signed by such Officers/Directors or agents as the Board of Directors shall from time to time designate for that purpose. Any commitment and/or expenditure of funds by the Association in excess of \$1,000 requires the signed approval of three Directors, one of which must be the Treasurer.

**10. Contracts and Conveyances.** No contract or conveyance with a value in excess of \$1,000 shall be issued in the name or made on behalf of the Association unless authorized by resolution of the Board of Directors. When the execution of any contract, conveyance, or other instrument has been authorized by the Board of Directors, the President, the Secretary, the Treasurer, or the Maintenance Officer, may execute the same in the name and on behalf of the Association. The Board of Directors shall have the power to designate the Officer/Director, the Non-Officer Director, and agents who shall have authority to execute any instrument on behalf of the Association.

**11. Power to Borrow Money.** Except as limited by this section, the Board of Directors shall have the power and authority to borrow money whenever in its discretion the exercise of said power is required in the general interests of the Association, and in such case it may authorize the Officers to make, execute, and deliver in the name and on behalf of the Association such notes, bonds, and other evidence of indebtedness as the Board of Directors deems proper, but the Board of Directors do not have authority to mortgage the property of the Association. Any single or cumulative commitment of indebtedness of the Association in excess of \$1,000 requires the signed approval of three Directors, one of which must be the Treasurer. Any single or cumulative commitment of indebtedness of the Association in excess of \$25,000 requires a meeting of Members and their approval.

**12. Committees.** Subject to law, the Articles of Incorporation, and these Bylaws, the Board of Directors may establish committees from time to time, consisting of such Members and having such powers as the Board of Directors may specify. Such committees and their Members shall serve at the discretion of the Board of Directors.

**13. Power to Make Bylaws.** Unless required by law to be decided by the Members, or unless referred to the Members by the Board of Directors, the Board of Directors shall be responsible for any decisions regarding additions or amendments to these Bylaws.

## **ARTICLE VI. BOAT MOORAGE, KAYAKS/CANOES, AND LOCKERS**

**1. Boat Moorage.** In the event that the number of Members applying for an available boat slip exceeds the number of vacant slips or there are competing applications for particular slips, a point system shall be used to determine priorities for the assignment of slips to Members. Members need not have a boat to apply for a slip.

**(a) Earning and Losing Points.** The point system shall be based on seniority and recognized service to the Association. Points are calculated only on the following basis:

- (i) One point for each consecutive year a Member has been a Member in good standing.

Such points accrue each March 31<sup>st</sup>.

- (ii) One point for each year a Member has completed service on the Board of Directors as an Officer/Director and is a Member in good standing. Such points accrue each March 31<sup>st</sup>.
- (iii) A Member who, for any reason, ceases being a Member for one year or more automatically loses all points earned up until that time

**(b) Assignment of Slips.** Unless a different deadline is established by the Board of Directors, Members must apply for slips when the annual membership application and dues are due. A Member who has been assigned a slip for the previous year shall retain the same slip for the following year, provided the Board of Directors receives the Member's application timely and the Member has met all other applicable conditions. The President shall be responsible for determining the location of Members' slips, which shall be based first on the number of points accrued by each Member. In the event two or more Members have accrued the same number of points, the President shall hold a drawing in the presence of the eligible Members to determine the assignment of slips.

**(c) Changing Slip Location.** If a Member requests a different slip than that assigned the preceding year, the Member shall make the request in writing, which shall be included with the application for a slip, and shall provide the reasons a different slip is requested. The determination of slip location shall be consistent with these Bylaws.

**(d) Boat Length.** Boat length is limited to 22 feet (22 feet 6 inches for a pontoon boat) unless otherwise approved by the Board and only if the boat slip reasonably allows for a longer boat, the boat length does not exceed the maximum allowed under LOC Rules and does not impede the passage of other boats. Boat length shall be determined by (i) the greater of the overall rigged boat length measurement listed with the boat manufacturer for the Member's boat model and year or the craft dimensions stated on a Member's Oregon State Boat Registration Certificate and (ii) any add-ons to the stern including, but not limited to, a swim platform. Slips will not be reassigned merely to accommodate a Member's purchase of a larger boat.

**(f) Boats Owned by Multiple Members; Sharing of Boats.** An important component of membership in the Association is fair opportunity for Members to moor their boats on the easement property. The point system set forth in these Bylaws has been created so that Members will have a fair opportunity to moor their boats on the easement property and so that assignment of slips will be fair. Although shared ownership or use of a boat moored at the easement property is not prohibited, the Association recognizes that joint ownership and shared ownership or usage arrangements between Members can undermine the fairness and integrity of

the point system used to assign slips. Accordingly, the following shall apply to Members who choose to directly or indirectly own boats with other Members or to enter into formal or informal boat sharing arrangements with other Members.

- (i) Members shall not share ownership of boats moored on the easement property, or enter into boat sharing arrangements with respect to boats moored on the easement property, with anyone who is not a Member.
- (ii) Members who share ownership of a boat moored on the easement property, or who have entered into a boat sharing arrangement with respect to a boat moored on the easement property, shall ensure all operators of the boat are licensed and insured as required by law. Such insurance shall be at limits at or above those required the LOC or by applicable law.
- (iii) Members who share ownership of a boat moored on the easement property, or who have entered into a boat sharing arrangement with respect to a boat moored on the easement property, shall have their moorage eligibility determined using the points of the Member who has the fewest points.
- (iv) Members who wish to share ownership or use of a boat moored at the easement must request and obtain pre-approval from the Board.
- (v) Members who violate the boat sharing provisions and share a boat without the approval of the FHEA officers shall lose all moorage privileges.

**(g) Guests.** Guests shall not operate boats moored on the easement property without a licensed operator who is either the Member or the Member's Immediate Family in whose name the slip has been assigned.

**(h) Owner Sponsored Lessees.** An Owner sponsored lessee or renter who actually resides in and occupies a Lot may earn points if the Owner sponsored lessee or renter applies for membership in the Association and subsequently becomes a Member. An Owner who sponsors a lessee or renter is not a Member and does not earn points unless the Member owns, resides in, and occupies another Lot.

**(i) Relocation.** A Member who sells, leases, or transfers a Lot and purchases or leases another Lot may retain the points the Member has earned, provided the Member is eligible to be a Member on or before April 1<sup>st</sup> of the year following the sale, lease, or transfer.

**(j) Forfeiture.** A Member's boat slip assignment is subject to forfeiture by an

affirmative vote of a majority of the Board at a meeting of the Board if any one of the following conditions is found by the Board to exist after Member has had a reasonable opportunity to cure the problem conditions:

- (i) The Member violates a provision of these Bylaws or any other applicable rule;
- (ii) The Member has not delivered to the Board a copy of the current Oregon State Boat registration certificate and a copy of the boat manufacturer's specifications confirming the overall rigged boat length;
- (iii) The Member does not comply with any term specific to boat moorage such as licensure, allowable boat dimensions, use of a Member's slip during vacation, boat sharing, or guest operator provisions;
- (iv) The Member's boat presents a hazard or unsafe condition; or
- (v) The Member's boat is causing damage or excessive wear and tear on the docks.

The Member shall first be served with written notice of the reason(s) for the forfeiture at least 10 days before such meeting and shall be given an opportunity to produce witnesses, present evidence, and be heard at the meeting at which such vote is taken. The Board shall take into consideration all of the relevant facts and circumstances in deciding whether or not the Member's boat slip assignment should be forfeited. Any written notice given by mail must be given by first class or certified mail sent to the last address of the Member as shown on the Association's records.

**2. Lockers.** Lockers shall be first assigned to those Members who have been assigned boat slips, then kayak/canoe storage space. Locker spaces shall be assigned based on the number of points a Member has earned toward boat moorage.

**3. Kayaks/Canoes/Stand Up Paddle Boards ("SUPs") Storage.** The assignment to Members of storage space for kayaks/canoes/SUPs shall be based on the same point system used for boat moorage. All kayaks/canoes/SUPs must remain stored in the assigned storage space when not in use. Additionally, all kayaks/canoes/SUPs must maintain a current registration with Lake Corp, with the current year registration or "Lake Plate" properly affixed. Your last name must be written or placed on your craft with tape or some other material. Unregistered kayaks/canoes/SUPs or similar watercraft including those that do not have a current registration or a current "Lake Plate" properly affixed may be removed and disposed of without notice at the Board's sole discretion. Kayaks/canoes/SUPs or similar watercraft that do not have an assigned a member storage space are not permitted to be left on the Association property overnight, and may be removed and disposed of at the Board's sole discretion.

## ARTICLE VII. GENERAL PROVISIONS Artic

**1. Dissolution.** Upon dissolution of the Association, the assets of the Association remaining after payment of or provision for the liabilities and obligations of the Association shall be distributed to one or more qualified charitable institutions or charitable funds as determined by the Board of Directors.

**2. Indemnification.** Subject to a maximum indemnification amount of \$5,000 per Member for all claims with a maximum aggregate for all Members for all claims per each fiscal year (April 1—March 31) of \$25,000, the Association shall indemnify each of its Directors, Officers, and Members to the fullest extent permissible under the Oregon Nonprofit Corporation Act, as the Act exists or may hereafter be amended, against all expense, liability, and loss (including, without limitation, reasonable attorney fees) incurred or suffered by such Director, Officer, or Member as a result of claims asserted against such Director, Officer, or Member by reason of or arising from the fact that such person is or was a Director, Officer, or is or was serving at the request of the Association as a Director, Officer, or representative of the Association, and such indemnification shall continue as to a person who has ceased to be a Director, Officer, or Member and shall inure to the benefit of his or her heirs, executors, and administrators. The indemnification provided in this provision shall not exclude any other rights to which any person may be entitled under any statute, the Bylaws, the Articles of Incorporation, agreement, resolution, or otherwise. Notwithstanding the foregoing, the Association will provide indemnification for a Director, Officer, or Member only if: (a) the individual acted in good faith; (b) the individual reasonably believed that his conduct was in the best interests of the Association, or at least not opposed to its best interests; (c) the individual has personally incurred the expenses or costs involved; (d) in the case of any criminal proceeding, the individual had no reasonable cause to believe that his or her conduct was unlawful; and (e) the \$5,000 indemnification amount has not been exhausted.

**3. Also Excluded from Indemnification.** Furthermore, the Association will not indemnify a Director, Officer, or Member: (a) in connection with a proceeding by or in the right of the Association in which the individual was adjudged liable to the Association; or (b) in connection with any proceeding charging improper personal benefit to an individual in which the individual was adjudged liable on the basis that the individual improperly received personal benefit. Moreover, if the Director, Officer or Member has insurance or is provided insurance by the Association or by any other person or entity that provides for all or a portion of the legal defense and/or pays or contributes sums to any settlement or judgment, the aforesaid indemnification provision will not apply except to the extent of a deductible or a required payment made directly by the Director, Officer or Member. The aforesaid indemnification provision shall not benefit any insurance company or other person or entity (other than a member of the Member's Immediate Family), directly or indirectly, who incurred or paid the expenses, settlement or judgment on behalf of the Director, Officer, or Member.

**4. Examples re Indemnification.** By way of example:

(a) If a claim is made against a Director, Officer, or Member in 2008 for a matter that arose in 2008 and is finally resolved in 2010, and the Director, Officer, or Member is entitled to indemnity and has personally incurred \$12,000 over the three-year period, the most that the Association will reimburse is \$5,000.

(b) If a claim is made against six Directors, Officers, or Members in 2008 for a covered matter that arose in 2008, and the matter is finally resolved in 2010, and each of the Directors, Officers, or Members personally incurred \$12,000 over the three-year period, the most that the Association will reimburse is \$25,000, \$4,166.66 to each of the six Directors, Officers, or Members. And, if the claim in example (a) above is separate and apart from this claim, then the seven Directors, Officers, and Members would share the \$25,000 for fiscal year 2008, with \$3,571.42 paid to each of the seven Directors.

(c) If a covered claim is made against a Director, Officer, or Member in 2009, which is defended by an insurance company and settled in 2010 for \$10,000, with the insurance company paying \$9,500 and the Director, Officer, or Member personally paying \$500, and there were no other claims asserted in 2009, the Association would pay \$500 in reimbursement to the Director, Officer, or Member.

**5. Conflicts.** These Bylaws are intended to comply with the Oregon Nonprofit Corporation Act (ORS Chapter 65), the Articles of Incorporation, and the LOC Rules. In the case of any irreconcilable conflict, such statutes and the Articles of Incorporation shall control over these Bylaws. The Board of Directors is empowered to resolve any irreconcilable conflict by any reasonable means, including, but not limited to the Association's rules, petitioning the LOC for an exemption, or any other reasonable and appropriate action.