

# EXHIBIT 4

Bylaws

INDEX TO BYLAWS

<u>ARTICLE</u>		<u>PAGE</u>
I	DEFINITIONS . . . . .	1
II	DECLARATION . . . . .	2
III	MEMBERSHIP. . . . .	2
IV	MEETINGS OF MEMBERS . . . . .	3
V	BOARD OF DIRECTORS. . . . .	6
VI	OFFICERS. . . . .	10
VII	DESIGN REVIEW BOARD . . . . .	14
VIII	BOOKS AND RECORDS . . . . .	14
IX	INDEMNIFICATION . . . . .	15
X	AMENDMENTS . . . . .	16
XI	MAINTENANCE, UPKEEP AND REPAIRS OF COMMON PROPERTY . . . . .	16
XII	COLLECTION OF ASSESSMENT AND FINANCIAL REPORTING . . . . .	17
XIII	INSURANCE FOR COMMON PROPERTY AND LOT OWNERS . . . . .	18
XIV	COMPLIANCE WITH OREGON PLANNED COMMUNITY DEVELOPMENT ACT . . . . .	19
	CERTIFICATE . . . . .	20
	ADDENDUM TO CERTIFICATE . . . . .	

REV. 4/20/89  
Amended 4/15/93

INDEX TO BYLAWS

<u>ARTICLE</u>		<u>PAGE</u>
I	DEFINITIONS . . . . .	1
II	DECLARATION . . . . .	2
III	MEMBERSHIP. . . . .	2
IV	MEETINGS OF MEMBERS . . . . .	3
V	BOARD OF DIRECTORS. . . . .	6
VI	OFFICERS. . . . .	10
VII	DESIGN REVIEW BOARD . . . . .	14
VIII	BOOKS AND RECORDS . . . . .	14
IX	INDEMNIFICATION . . . . .	15
X	AMENDMENTS . . . . .	16
XI	MAINTENANCE, UPKEEP AND REPAIRS OF COMMON PROPERTY . . . . .	16
XII	COLLECTION OF ASSESSMENT AND FINANCIAL REPORTING . . . . .	17
XIII	INSURANCE FOR COMMON PROPERTY AND LOT OWNERS . . . . .	18
XIV	COMPLIANCE WITH OREGON PLANNED COMMUNITY DEVELOPMENT ACT . . . . .	19
	CERTIFICATE . . . . .	20
	ADDENDUM TO CERTIFICATE . . . . .	

REV. 4/20/89  
Amended 4/15/93

BYLAWS

OF

STAFFORDSHIRE HOMEOWNER'S ASSOCIATION, INC.

ARTICLE I

DEFINITIONS

In construing these Bylaws,

1. "Articles of Incorporation" means the "Articles of Incorporation of Staffordshire Homeowner's Association, Inc.", as filed with the Oregon Corporation Commissioner.

2. "Association" means Staffordshire Homeowner's Association, a nonprofit corporation.

3. "Declaration" means the Declaration of Protective Covenants, Conditions and Restrictions for Staffordshire, a Manufactured Home Community.

4. "Properties" means the real property described in the Declaration of Covenants, Conditions and Restrictions, and such additional property thereto as may hereafter be brought within the jurisdiction of the Protective Covenants, Conditions and Restrictions.

5. "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 purchasers, but excluding those having such interest merely as security for the performance of an obligation.

6. "Lot" means any numbered plot of land shown on the last recorded plat of Staffordshire.

1 - BYLAWS  
Amended 4/15/93

7. "Manufactured Home" means a structure constructed off-site, designed for movement on the public highway on its own wheels and axles, to be placed on real property permanently or semi-permanently, having sleeping, cooking, electrical and plumbing facilities, and intended for human occupancy and being used for residential purposes.

8. "Manufactured Home Accessory Structure or Building" means any portable, demountable or permanent awning, cabana, ramada, carport, porch, skirting, steps, shed, building or other structure established for use or enjoyment of the occupant of a manufactured home, whether the same be prefabricated or site-built, attached or unattached to the manufactured home, dependent on or independent of the manufactured home for structural support in whole or any part, but that complies with Architectural, Design Control and Maintenance provisions of this instrument.

## ARTICLE II

### DECLARATION

Section 2.1 Incorporation by Reference. The Declaration of Protective Covenants, Conditions and Restrictions for Staffordshire are incorporated by reference as if fully set forth herein.

## ARTICLE III

MEMBERSHIP

Section 3.1 The membership of the Association shall be comprised of all the record owners (including contract purchasers)

2 - BYLAWS  
Amended 4/15/93

of a fee or undivided fee interest in any lot in the subdivision. However, a record owner does not include persons or entities who hold an interest merely as security for the performance of an obligation, other than as contract sellers. Membership rights shall be a part of ownership of a lot. Ownership of an interest in a lot is the sole qualification for membership rights; the rights will automatically vest when a person becomes an owner and automatically terminate when record ownership terminates or is transferred. The vote applicable to any lot sold under a contract of purchase shall be exercised by the contract purchaser. All contract sales shall be evidenced by recorded memorandum of contract.

Section -3.2 Voting

A. All membership and voting procedures are governed by the Articles and Bylaws of the Association.

Members are entitled to one vote for each lot in which they hold the interest required for membership. When more than one person holds such an interest in any lot, all such persons are

members. When more than one member exists for a given lot, the vote for such lot may be exercised as those members themselves agree. If they are unable to agree, they may cast fractional votes, proportionate to their interest, but in no event shall more than one vote be cast with respect to any one lot. The vote applicable to any lot sold under a contract of purchase shall be exercised by the contract purchaser. Members may vote by proxy.

#### ARTICLE IV

#### MEETINGS OF MEMBERS

3 - BYLAWS  
Amended 4/15/93

Section 4.1A Annual Meeting. The annual meeting of the members shall be held each year at 7:00 P.M. on the Third Thursday in the month of April. The annual meeting shall be held for the purpose of electing directors and for the transaction of any other business that may come before the meeting. If the election of the directors shall not be held on the day designated herein for any annual meeting of the members, or at any adjournment thereof, the Board of Directors shall cause the election to be held at a special meeting of the members as soon thereafter as may be convenient and

upon prior notice to the members of the Association.

Section 4.1B The informational meeting shall be held each year at 7:00 P.M. on the third Thursday in the month of September. This meeting shall be held for the purpose of informing the membership of the status of the Association. If any business is to be transacted, notification of such proposals shall be made in the manner set forth by these by-laws.

Section 4.2 Special Meetings. Special meetings of the members may be called at any time, for any purpose, by the President or by the Board of Directors, or upon written request of the members who are entitled to vote one-fourth (1/4th) of all of the votes.

Section 4.3 Notice of Meeting. Written notice of each meeting of the members shall be 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, addressed to the member's address last appearing on the books of the Association,

4 - BYLAWS  
Amended 4/15/93

or supplied by such member to the Association for the purpose of such 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.

Section 4.4 Quorum. Sixty percent (60%) of the members then entitled to vote and represented in person or by proxy shall constitute a quorum at any special or annual meeting of the members.

Except as otherwise required by law, the "Declarations," "Articles of Incorporation," the affirmative vote of the majority of the members present at a meeting, in person or by proxy in which a quorum is present, shall be the act of the members.

Section 4.5 Place of Meetings. Meeting of the members shall be held in or on the subject property, unless the affirmative vote of two-thirds (2/3) of the members then entitled to vote designate the place of meeting as somewhere else in Lane County, Oregon. Each notice of meeting must specify the date, time and place of the meeting.

Section 4.6 Unanimous Action. Any action which is required or which may be taken at a meeting of the members may be taken without a meeting if a consent in writing, setting forth the actions so taken, shall be signed by all of the members entitled to vote with respect to the subject matter thereof. Such consent shall have the same force and effect as the unanimous vote of the members at a duly called, regular or special meeting.

Section 4.7 Adjourned Meetings. If any meeting of the members cannot be conducted because a quorum is not in attendance, the members who are present may adjourn the meeting from time to time without notice until a quorum is present. At any such adjourned meeting, any business which may have been transacted at the meeting

as originally called, may be transacted without further notice as otherwise required by this Article of the Bylaws.

Section 4.8 Proxy. At all meetings of members, a member may vote by proxy executed in writing by the member or by the person who has Power of Attorney for this member. Such proxy shall be filed with the Secretary of the corporation before or at the time of the meeting. An owner may not revoke a proxy given pursuant to this Section except by actual notice of revocation to the person presiding over a meeting of the Association. A proxy shall not be valid if it is undated or purports to be revocable without notice. A proxy shall terminate one year after its date unless the proxy specifies a shorter termination date.

## ARTICLE V

### BOARD OF DIRECTORS

Section 5.1 Number, Tenure and Qualifications. The Board of Directors of this Association shall consist of seven (7) members. At each annual meeting of the members of the Association and at each annual meeting thereafter J' the Board of Directors succeeding the prior Board of Directors shall be elected by the members as hereinafter set forth. Directors must be members of the Association.

Section 5.1A Nominating Committee. (Adopted by Bylaws, April 15, 1993). A committee of five (5) Homeowners shall be

appointed by the Board of Directors for the purpose of nominating candidates for the Board. Nominations will also be accepted from the floor at the annual meeting of Homeowners.

6 - BYLAWS  
Amended 4/15/93

Section 5.2 Powers. The business affairs of the Association shall be managed by its Board of Directors. The Board of Directors shall possess all powers granted by the Oregon Non-profit Corporation Act, the laws of the State of Oregon, the Articles of Incorporation, these Bylaws and the "Declaration" as defined in Article I, except where the same are reserved to the members by any of the above.

Section 5.3 Annual and Regular Meeting. The annual meeting of the Board of Directors shall be held without notice, other than this Bylaw, immediately after, and at the same place as, the annual meeting of the Association. Regular meetings of the Board of Directors shall be held not less than three (3) times a year. Notice of the time and place of a regular meeting of the Board of Directors shall be posted at a place or places on the "property" at least three (3) days prior to the meeting or notice shall be provided by a method otherwise reasonably calculated to inform owners of such meetings.

Section 5.4 Special Meetings. Special meetings of the Board of Directors may be called at the request of any two (2)

Directors or at the request of the President. The person or persons authorized to call special meetings of the Board of Directors may fix the time for the holding of any special meeting of the Board of Directors.

Section 5.5 Notice. Notice of any special meeting shall be given at least fifteen (15) days prior to such meeting by written notice delivered personally or mailed to each Director

7 - BYLAWS  
Amended 4/15/93

at his or her business address, or by telegram. So that lot owners will know of such meeting, notice shall also be posted at a place or places on the "property" at least three (3) days prior to the meeting or notice shall be provided by a method otherwise reasonable calculated to inform lot owners of such meeting. If mailed, such notice shall be deemed to have been delivered when deposited in the U.S. mail, so addressed, with postage prepaid. If notice be given by telegram, such notice shall be deemed to be delivered when the telegram is delivered to the telegraph company. Any Director may waive notice of any meeting. The attendance of a Director at a meeting shall constitute a waiver of notice of such meeting, except where a 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. Neither the business to be transacted, nor the purpose of any regular or special meeting of the Board of Directors need be specified in the notice

or waiver of notice of such meeting. (Reference Section 4.3, Notice of Meeting; page 5, last sentence)

Section 5.6 Quorum. Attendance by four (4) Directors, shall

constitute a quorum for transaction of business at any meeting of the Board

of Directors. If less than four (4) Directors are present at a meeting, a

majority of the Directors present may adjourn the meeting from time to time

without further notice except as to the date of the continued meeting.

(Reference Section 5.9 - Alternates; and Section 5.9A - Vacancies)

Section 5.7 Manner of Acting. The act of the majority of the Directors present at a meeting at which a quorum is present, shall be

8 - Bylaws  
Amended 4/15/93

the act of the Board of Directors unless a greater number is specifically

required by the Oregon Nonprofit Corporation Law, the Articles of Incorporation or these Bylaws.

Section 5.8 Action Without a Meeting. Any action required or permitted to be taken by the Board of Directors at a meeting may be taken

without a meeting if a consent in writing, setting forth the action so taken, shall be signed by all of the Directors if consistent with ORS 94.640 (7) (a).

Section 5.9 Alternates. (Replaces Section 5.9, Rev. By laws dated 4/20/89). (Amended 4/15/93). In addition to the seven (7) members elected to the Board of Directors, there shall be three (3) alternate members elected to serve in the event there is a vacancy occurring on the Board during the year. Members of the Board of Directors and Alternates each shall be elected according to the number of votes each receives.

Section 5.9A Vacancies. Any permanent or temporary vacancy occurring on the Board of Director shall be filled by the affirmative vote of a majority of the Directors. A member of the Board of Directors who is to be absent for a period of time, creating a temporary vacancy shall notify the President who shall call a special meeting to fill such vacancy.

Section 5.10 Removal of Directors. Whenever the best interests of the Association may be served thereby, a Director may be removed for that purpose by a vote of the owners.

Section 5.11 Unanimous Action. Any action required to be taken, or which may be taken at a meeting of the Directors, may be taken without a meeting if a consent, in writing, setting forth the actions so taken,

shall be signed by all of the Directors entitled to vote with respect to the subject matter thereof. Such consent shall have the same force and effect as the unanimous vote of the Directors.

Section 5.12 Term. (Replaces Section 5.12 of Rev. Bylaws of 4/20/89) (Amended to Bylaws April 15, 1993). The terms of

Directors shall be as follows: Four (4) for one year; and Three (3) for two years. The period to be served shall be determined by the number of votes received. The three receiving the greatest number of votes shall serve for two years. Alternates shall be elected for one year only.

Section 5.13 Compensation and Expenses. No Director shall receive compensation for his or her services as a Director to the Association. Reimbursable expenses, if any, shall be governed by the terms and provisions of Article VI, Section 6.3 hereof.

Section 14. All meetings of the Board of Directors are open to lot owners. (Exception: Executive Board Meetings may be called by Directors for purposes of preparing monthly agendas).

ARTICLE VI  
OFFICERS

Section 6.1 Officers and Qualifications. The officers of the Association are the President, Secretary and Treasurer. Such other officers, including Vice-Presidents, may be elected by the Board of Directors. Any two offices may be held by the same person, except, the offices of President and Secretary.

10 - BYLAWS  
Amended 4/15/93

Section 6.2 Election. The officers of the Association to be elected by the Board of Directors shall be elected annually at the meeting of the Board of Directors held after each annual meeting of the members of the Association.

Section 6.3 Compensation and Expenses. No officer, Director or Design Review Board member (under Article VII) may receive compensation for services, but may be reimbursed for reasonable expenses incurred in the carrying out of duties of the office or assignment. Reimbursement for reasonable expenses to a person, officer, Director or Design Review Board member shall require four (4) affirmative votes by the Board of Directors before authorization of said reimbursement.

Section 6.4 Removal of Officers. Any officer may be removed by the Board of Directors whenever, in its judgment, the best interests of the Association will be served thereby.

Section 6.5 Vacancies. A vacancy in any office because

of death, resignation, removal, disqualification or otherwise, shall be filled by the Board of Directors for the unexpired portion of the term. (Reference Section 5.9; and Section 5.9A)

Section 6.6 President. The President shall be the principal executive officer of the Association and, subject to the control of the Board of Directors, shall, in general, supervise and control all of the business and affairs of the Association. He shall, when present, preside at all meetings of the members and of the Board of Directors. He may sign, with the secretary or any other proper officer of the Association thereunto authorized by the Board of Directors, any deeds, mortgages,

11 - BYLAWS  
Amended 4/15/93

bonds, contracts or other instruments which the Board has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these Bylaws to some other officer or agent of the Association, or shall be required by law to be otherwise signed or executed; and, in general, he shall perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time.

Section 6.7 Vice-President. In the absence of the President or in the event of his death, inability or refusal to act, the Vice-President, or in the event there be more than one Vice-

President, the Vice-Presidents, in the order designated at the time of their election, shall perform the duties of the President, and when so acting shall have all the powers of and be subject to all the restrictions upon the President, and shall perform such other duties as from time to time may be assigned to him by the President or by the Board of Directors.

Section 6.8 Secretary. The secretary shall: a) keep the minutes of the members and of the Board of Directors meetings in one or more books provided for that purpose; b) see that all notices are duly given in accordance with the provisions of these Bylaws or as required by law; c) be custodian of the corporate records and of the seal of the Association and see that the seal of the Association is affixed to all documents, the execution of which on behalf of the Association under its seal is duly authorized; d) keep a register of the post office address, of each

12 - BYLAWS  
Amended 4/15/93

member which shall be furnished to the Secretary by such member, and in such register shall keep a record of the payment of dues by said member; and) e) in general, perform all duties incident to the office of secretary and such other duties as from time to time may be assigned to him or her by the President or by the Board of Directors.

Section 6.9 Treasurer. If required by the Board of Directors, the treasurer shall give a bond for the faithful discharge of his duties in such sum and with such surety or sureties as the Board of Directors shall determine. He shall: a) have charge and custody of and be responsible for all funds and securities of the Association; b) receive and give receipts for monies due and payable to the Association from any source whatsoever, and deposit all such monies in the name of the Association from any source whatsoever, and deposit all such monies in the name of the Association in such banks, trust companies or other depositories as shall be selected in accordance with the provisions of Article VI of these Bylaws: and)c) in general, perform all of the duties incident to the office of treasurer and such other duties as from time to time may be assigned to him by the President or by the Board of Directors.

Section 6.10 Manager. The Board of Directors is authorized to employ a Manager. The duties of the Manager shall be determined by the Board and reasonable compensation shall be paid for such services. The Manager may be part time or full time, and may be employed in part by the declarant as long as the declarant retains ownership of any lot.

13 - BYLAWS Amended  
4/15/93

#### ARTICLE VII

#### DESIGN REVIEW BOARD

Section 7.1 Committee of Board of Directors. The Design

Review Board shall be the Architectural control committee of the Board of Directors, and shall consist of not less than three (3) persons. The Design Review Board shall be appointed by the Board of Directors and shall serve until resignation or replacement by the Board of Directors. Members of the Design Review Board may be a Director.

Section 7.2 Powers. The Design Review Board shall be empowered to do all acts and undertake all conduct as set forth in the Declaration, Article IV and V, and all further acts or consent reasonable necessary to effectuate the intent and purpose of the Declaration.

Section 7.3 Manner of Acting. Upon receipt in writing of any matter requiring approval by the Design Review Board, the Design Review Board must convene within fifteen (15) days to consider the matter.

## ARTICLE VIII

### BOOKS AND RECORDS

Section 8.1 Books and Records. The Secretary of the Association shall keep correct and complete books and records of account and shall keep minutes of all proceedings of its members, Board of Directors and Association.

Section 8.2 Members. The Secretary shall keep at the registered office of the Association or principal office in the

State of Oregon, a record of the names and addresses of all members of the Association entitled to vote.

Section 8.3 Inspection. All books and records of the Association may be inspected by any member and any individual occupant of Staffordshire, his agent or attorney, for any proper purpose at any reasonable time. In any action or proceeding to

enforce the rights of members provided in this Section, if the member prevails in the action or proceeding, there shall be taxed and allotted to such member as a part of the costs thereof, a reasonable amount to be fixed by the court as attorney fees for the prosecution of the action or proceeding.

#### ARTICLE IX

#### INDEMNIFICATION

##### Section 9.1 Indemnification of Officers and Directors.

Pursuant to and notwithstanding any subsequent repeal of ORS 61.205, each officer and director of the Association may be indemnified and held harmless by the Association against all costs, expenses and liabilities whatsoever, including, without limitation, attorney fees reasonably incurred by them in connection with any action, suit or proceeding to which they may become involved by reason of their being or having been a director or officer of the Association,

except in such case wherein the officer or director is adjudged guilty of willful nonfeasance, malfeasance or misfeasance in the performance of his duties; provided that in the event of a settlement, the indemnification shall apply only when the Board of Directors approves such settlement as being in the best interest of the Association. For this purpose, the Board of Directors is

15 - BYLAWS  
Amended 4/15/93

empowered to obtain suitable insurance policies.

ARTICLE X

AMMENDMENTS

Section 10.1 Procedure. These Bylaws may be amended, altered or repealed by an affirmative majority vote of the members, present in person or proxy, entitled to vote, at the annual meeting and at a regular or duly called special meeting of the members of the Association called for that purpose.

ARTICLE XI

MAINTENANCE, UPKEEP AND REPAIRS

OF COMMON PROPERTY

Section 11.1 Program for Maintenance, Upkeep and Repair of Common Property. The Board of Directors shall adopt at the first meeting of the Board of Directors a program for maintenance, upkeep and repair of the common property.

Section 11.2 Payment Vouchers for Expenses of Program of Maintenance and Repair of Common Property. All payment vouchers

for the expense of the program for maintenance, upkeep and repair of the common property shall be paid in accordance with prudent business practices and generally accepted accounting standards consistently applied.

Section 11. 3 Employment of Personnel. The Board of Directors shall employ personnel and hire independent contractors to effectuate the program of maintenance, upkeep and repair of the common property.

16 BYLAWS  
Amended 4/15/93

## ARTICLE XII

### COLLECTION OF ASSESSMENTS

#### AND FINANCIAL REPORTING

Section 12.1 Collection of Assessments. All assessments described in Article IX of the Declaration are due on the tenth day following the date notification of such assessment is made. An assessment not paid when due is delinquent. If any assessment contemplated by the Declaration is not paid within thirty (30) days after being due, the assessment bears interest at the rate of 12% per annum. The Board of Directors shall retain the services of an attorney or employ a collection agency to collect all assessments which are eight (8) months past due. The Board of Directors may extend the time for which to sue for the collection of an assessment if the Board in its business judgment deems the same prudent and sets forth the reasons 'for its judgment in the minutes of a meeting of the Board of Directors.

Section 12.2 Preparation and Distribution of Annual

Financial Statement. The Board of Directors shall implement and shall otherwise cause the Association to keep financial records sufficiently detailed for proper accounting purposes and generally accepted accounting standards consistently applied. Within ninety (90) days after the end of a fiscal year, the Board of Directors shall distribute to each owner and, upon written request, of any mortgagee of a lot, a copy of the annual financial statement consisting of a balance sheet and income and expense statement for the preceding fiscal year.

17 BYLAWS  
Amended 4/15/93

ARTICLE XIII

INSURANCE FOR COMMON PROPERTY

AND LOT OWNERS

Section 13.1 Casualty Insurance for Common Property.

The Board of Directors shall obtain insurance for all insurable improvements in the common property against loss or damage by fire or other hazards, including extended coverage, vandalism and malicious mischief. The insurance shall cover the full replacement costs of any repair or reconstruction in the event of damage or destruction from any such hazard if the insurance is available at a reasonable cost.

Section 13.2 Public Liability Insurance for Association's Negligence. The Board of Directors shall obtain a public liability policy covering all common property and all damage or injury caused by the negligence of the Association in amounts recommended by the Association's insurance agent(s).

Section 13.3 Review of Insurance Policies. At least once every two (2) years, the Board of Directors shall review or cause to have reviewed the insurance coverage of the Association.

Section 13.4 Required Insurance of Lot Owners. Each lot owner is required to maintain liability insurance for injury to persons or damage to property in an amount not less than \$100,000.00 for injury to persons and \$25,000.00 damage to property. Each lot owner is encouraged to maintain casualty insurance for the lot owner's

improvements to the real property where such improvements are insurable.

18 BYLAWS  
Amended 4/15/93

#### ARTICLE XIV

##### COMPLIANCE WITH OREGON PLANNED

##### COMMUNITY DEVELOPMENT ACT

Section 14.1 Notwithstanding any provision of these Bylaws that might be construed to the contrary, all activity with relationship to Staffordshire and the Staffordshire Homeowners

Association including but not limited to, management and operation of Staffordshire and the Staffordshire Homeowners Association, shall be conducted in accordance with the Oregon Planned Community Development Act.

19 BYLAWS  
Amended 4/15/93

ADDENDUM TO CERTIFICATION

The following Amendments were incorporated and respectively added to the aforementioned Bylaws and Certification of April 20, 1989, and signed by secretary Betty J. Fleehearty, and adopted

at Annual Membership Meetings of Staffordshire Home Owner's Association on April 19, 1990 and April 15, 1993, respectively, and more specifically described in:

ARTICLE V - BOARD OF DIRECTORS

Section 5.1A

Section 5.9

Nominating Committee - page 6

Alternates - page 9

Section 5.12

Term

- page 10

I hereby certify that the foregoing Addendum to Certification to Bylaws for Staffordshire Manufactured Home Park Community, located at 34621 Highway 58, Pleasant Hill, 97455, in the County of Lane, State of Oregon, are the amended and adopted Bylaws consisting of 20 pages, including this page, and which were adopted on the above mentioned dates by affirmative vote of the home owners, and, are the whole thereof exactly as adopted.

I make this Certification to identify the same pursuant to instructions of the Board of Directors.

Emily Del Carlo, Secretary

Date: 08-23-01

Lorraine Heckert, President

Date: 08-22-01

20-Bylaws

Amended 4/15/93

Reviewed 7/25/2001

**PROPOSED  
FIRST AMENDMENT TO BYLAWS OF STAFFORDSHIRE HOMEOWNER'S  
ASSOCIATION, INC.**

NOTE: Text in {curly brackets and boldface type} is language to be added; text [*italicized and bracketed*] is existing language to be deleted.

**I. PROPOSED AMENDMENT TO THE BYLAWS:**

**Article V, Section 5.1 of the Bylaws be amended as follows:**

Section 5.1 Number, Tenure and Qualifications. The Board of Directors of this Association shall consist of {five (5)} [*seven (7)*] members. At each annual meeting of the members of the Association and at each annual meeting thereafter [*J'*] the Board of Directors succeeding the prior Board of Directors shall be elected by the members as hereinafter set forth. Directors must be {a M}/*m* members {in Good Standing} of the Association. {An Owner must be in Good Standing to be elected to the Board of Directors. A Director's voting rights are automatically suspended while the Director is not in Good Standing.}

**The following language be added as Article I, Section 9 of the Bylaws:**

{9. To be in "Good Standing" means to be current on assessments or fines and not in violation of any material provision the Declaration, Bylaws and Association Rules and Regulations. A member is not in Good Standing when the member is sixty (60) days or more delinquent in paying assessments or fines or has otherwise materially violated the provisions of the Declaration, Bylaws or Rules and Regulations. A member shall return to Good Standing on the date the member pays all past due amounts, including applicable interest, late fees, and collections costs, including attorney fees, and corrects all material violations. The Board of Directors may clarify this definition by Resolution. So long as a member is not in Good Standing, quorum requirements and voting thresholds shall be calculated as though the member was not part of the association."}

**Article II, Section 3.2 of the Bylaws be amended as follows:**

Section 3.2 Voting

A. All membership and voting procedures are governed by the Articles and Bylaws of the Association.

Members {in Good Standing} are entitled to one vote for each lot in which they hold the interest required for membership. {A member's voting rights are automatically suspended while the member is not in Good Standing.} When more than one person holds such an interest in any lot, all such persons are members. When more than one member exists for a given lot, the vote for such lot may be exercised as those members themselves agree. If they are unable

to agree, they may cast fractional votes, proportionate to their interest, but in no event shall more than one vote be cast with respect to any one lot. The vote applicable to any lot sold under a contract of purchase shall be exercised by the contract purchaser. Members may vote by proxy.

**Article V, Section 5.6 of the Bylaws be amended as follows:**

Section 5.6 Quorum. Attendance by ~~{three (3)}~~ *{four (4)}* Directors[,] shall constitute a quorum for transaction of business at any meeting of the Board of Directors. If less than ~~{three (3)}~~ *{four (4)}* Directors are present at a meeting, a majority of the Directors present may adjourn the meeting from time to time without further notice except as to the date of the continued meeting. (Reference Section 5.9- Alternates; and Section 5.9A- Vacancies)

**Article V, Section 5.9, be amended as follows:**

*[Section 5.9 Alternates. (Replaces Section 5.9; Rev. By laws dated 4/20/89). (Amended 4/15/93). In addition to the seven (7) members elected to the Board of Directors; there shall be three (3) alternate members elected to serve in the event there is a vacancy occurring on the Board during the year. Members of the Board of Directors and Alternates each shall be elected according to the number of votes each receives.]*

Section 5.9[A] Vacancies. Any permanent or temporary vacancy occurring on the Board of Director[s] shall be filled by the affirmative vote of a majority of the Directors. A member of the Board of Directors who is to be absent for a period of time, creating a temporary vacancy shall notify the President who shall call a special meeting to fill such vacancy.

At the Special meeting of the Staffordshire Homeowner's Association on March 14<sup>th</sup>, 2025, respectively and more specifically describe in:

Article V, Section 5.1

Article I, Section 9

Article II, Section 3.2

Article V, Section 5.6

Article V, Section 5.9

I hereby certify that the forgoing addendum to certification to the SHOA Bylaws for Staffordshire Manufactured Home Park Community, located at 34621 Devonshire Dr, Eugene Or, 97405. County of Lane, state of Oregon amended and adopted Bylaws. Adopted on the above-mentioned dates by affirmative vote of the homeowners and are the whole thereof exactly as adopted.

I make this certification to identify the same pursuant to instructions of the Board of Directors.

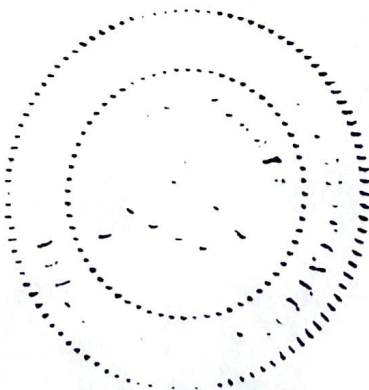
Date 3-14-25.

Lorena Brigl-Secretary

Date 3-14-25.

Dean Begines-President

Amended 3/14/2025.



28  
Continued on  
Certificate