

**FIRST AMENDMENT TO  
SEAVIEW TERRACE HOMEOWNERS' ASSOCIATION BYLAWS**

Pursuant to the membership meeting of the Seaview Terrace Homeowners' Association (herein referred to as "Association"), held on Thursday, July 18, 2019, the Association Bylaws are amended as follows:

As recorded on October 31, 2012, the Bylaws at Article I, Section 5 consist of the following language:

**"Section 5.** There shall be four quarterly meetings of the general membership held mid-month in January, April, July and October at a designated place. Special meetings of the membership may be called at any time by the corporate president, any two Directors, or 20 percent of the membership. Not less than 14 days or more than 60 days in advance of any general membership meeting, the secretary or other officers specified in these bylaws shall officially notify members by email, hand delivery, or first class US mail to an address designated in writing by the owner. Notice of such meeting shall state time and place of the meeting and the business placed on the agenda by the Board of Directors.

Ten (10) membership units of the HOA present or represented by proxy at the beginning of the meeting shall constitute a quorum for the transaction of business at any official meeting of the general membership."

Article I, Section 5, as amended on July 18, 2019, shall read as follows:

**"Section 5.** There shall be two meetings of the general membership held mid-month in April and October at a designated place. Special meetings of the membership may be called at any time by the corporate president, any two Directors, or 20 percent of the membership. Not less than 14 days or more than 60 days in advance of any general membership meeting, the secretary or other officers specified in these bylaws shall officially notify members by email, hand delivery, or first class US mail to an address designated in writing by the owner. Notice of such meeting shall state time and place of the meeting and the business placed on the agenda by the Board of Directors.

Ten (10) membership units of the HOA present or represented by proxy at the beginning of the meeting shall constitute a quorum for the transaction of business at any official meeting of the general membership."

The above amended language of Article I, Section 5 further causes to amend related language found in the Association's bylaws as follows:

FURTHER, Article II, Section 2, at paragraph two, consists of the following language:

“A nominating committee consisting of three or more members in good standing will be formed during every January quarterly meeting. The committee will be responsible for nominating a slate of candidates and securing their approval to fill the Board positions to be vacated. The slate of candidates will be presented to the membership at the April quarterly meeting, at which time additional nominations will be heard from the floor. The secretary will prepare the ballot and carryout its distribution to the membership.”

Article II, Section 2, at paragraph two, is amended and shall read as follows:

“A nominating committee consisting of three or more members in good standing will be formed during every October meeting. The committee will be responsible for nominating a slate of candidates and securing their approval to fill the Board positions to be vacated. The slate of candidates will be presented to the membership at the April meeting, at which time additional nominations will be heard from the floor. The secretary will prepare the ballot and carryout its distribution to the membership.”

FURTHER, Article II, Section 2, at paragraph three, consists of the following language:

“... The ballots will be tabulated at the beginning of the July quarterly meeting by four volunteer members in good standing and the election results given to the president for announcing to the membership. The newly elected Board will take over their positions immediately following adjournment of the July quarterly meeting. The transfer of all papers, files, etc. between former and new directors is to be accomplished within two weeks of the above July quarterly meeting date.”

Article II, Section 2, at paragraph three, is amended and shall read as follows:

“... The ballots will be tabulated at the beginning of the April meeting by four volunteer members in good standing and the election results given to the president for announcing to the membership. The newly elected Board will take over their positions immediately following adjournment of the April meeting. The transfer of all papers, files, etc. between former and new directors is to be accomplished within two weeks of the above April meeting date.”

FURTHER, Article II, Section 3, at paragraph one, consists of the following language:

“Meetings of the Board of Directors minimally should occur within three weeks of each Quarterly Meeting and may be called by the corporate president or any Director by giving oral and/or written notice to all of the Board members. The Board shall keep minutes of all

actions taken by the Board, which shall be available to all owners by contacting the secretary by telephone, mail or e-mail.”

Article II, Section 3, at paragraph one, is amended and shall read as follows:

“Meetings of the Board of Directors minimally should occur within three weeks of each bi-annual meeting and may be called by the corporate president or any Director by giving oral and/or written notice to all of the Board members. The Board shall keep minutes of all actions taken by the Board, which shall be available to all owners by contacting the secretary by telephone, mail or e-mail.”

The foregoing amendment to Article I, Section 5 was approved by discussion, motion made and seconded, and membership vote consistent with Article IV of the Association bylaws. The subsequent language effected by said amendment as contained in Article II, Sections 2 and 3, were amended for consistency.

DATED this \_\_\_\_ day of July, 2019.

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Marsha J. Reidburn  
President, Seaview Terrace Homeowners' Association