

Mt. Hood Homeowner's Association

"4th Largest Tract of Forest Service Homes in the Nation"

BYLAWS **OF** **MT. HOOD FOREST HOMEOWNERS ASSOCIATION**

(Also referred to as MHFHA– Mt. Hood Forest Homeowners Association)

ARTICLE I

SECTION 1: NAME

The name of this organization is the **MT HOOD FOREST HOMEOWNERS ASSOCIATION** (hereinafter referred to as MHFHA)

SECTION 2: PURPOSE

The purpose for which the **MT HOOD FOREST HOMEOWNERS ASSOCIATION** is organized is to represent the interests of the Homeowners of the MHFHA membership by:

- A. Being an advocate for MHFHA interests;**
- B. Providing an open process by which all members of the Association may involve themselves in the affairs of the community;**
- C. Maintaining and enhancing the livability of the area by establishing open lines of communication and liaison between the community, government agencies and other associations;**
- D. Initiating and furthering projects and activities which will enhance the livability of the community;**
- E. Representing the interests of the MHFHA members for educational, scientific, and charitable purposes;**

Notwithstanding any statement of purposes or powers aforesaid, this association shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of its specific and primary purposes.

SECTION 3: MEMBERSHIP

Membership in the MHFHA includes all persons who are owners of a Forest Service Cabin located within the geographical boundaries as defined in Article 1, Section 10 of these bylaws.

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SECTION 4: VOTING

Each Forest Service Cabin Permit of the MHFHA shall entitle the holders, as defined in Section 3, to one vote at each annual or special meeting of MHFHA; however, the representative of the cabin permit must be in attendance.

SECTION 5: PARTICIPATION

Any annual or special meeting or the meeting of any committee of the MHFHA is open to any person who desires to be heard. All actions or recommendations of the yearly or special meeting, including minority reports, shall be communicated to all affected parties in the next authorized newsletter.

SECTION 6: ORDER OF BUSINESS

Each meeting of the MHFHA shall begin with each member and participant writing their name, home address, cabin address, and telephone number on a sign-in sheet. The meeting shall be called to order at the time designated in the notice of meeting and the minutes of the previous meeting shall be reviewed and approved or corrected. The agenda, consisting of reports from officers, programs, unfinished business from any previous meeting, and new business, shall be submitted to the membership for approval.

SECTION 7: AGENDA

The president shall prepare the agenda for yearly and special meetings of the membership. Any person may add an item to the agenda by submitting the item in writing to the president at least seven (7) days in advance of the membership meeting. Any member of the MHFHA may make a motion to add an item to the yearly or special agendas at those respective meetings. Adoption of that motion requires a second and majority vote in favor of the motion.

SECTION 8: QUORUM

A quorum for any yearly or special meeting of the MHFHA shall be the number of members in attendance. Unless otherwise specified in these bylaws, decisions of MHFHA shall be made by a majority vote of those members present at any meeting. A quorum for any board member meeting shall be 50% of board members in attendance plus one.

SECTION 9: MEETING PROCEDURES

The MHFHA shall follow Roberts Rules of Order (Newly Revised) in the conduct of all meetings except where inconsistent with these bylaws.

SECTION 10: BOUNDARIES

The geographical boundaries of the MHFHA are defined as follows:

(See attached MT. HOOD Summer Home area map)

ARTICLE II

SECTION 1: FUNDING

Dues or membership fees may be required or charged by the MHFHA. Voluntary contributions to the MHFHA will be accepted. Further, the MHFHA may sponsor and conduct activities to raise funds for the MHFHA if authorized by the membership or the Board of Directors.

ARTICLE III

SECTION 1: ANNUAL MEETINGS

There shall be an annual membership meeting. The meeting shall be convened upon any day decided upon by the majority vote of the directors as defined in Article IV. Notification for all yearly meetings shall be mailed to all members of the MHFHA twenty-one (21) days prior to the meeting.

SECTION 2: SPECIAL MEETINGS

Special meetings of the membership may be called by the president, a majority of the Board of Directors or the members at a yearly or special meeting, or on a written request delivered to the secretary which is signed by not less than ten members. Notification of such special meetings shall be mailed not less than twenty-one (21) days prior to the date of the meeting unless an emergency is declared.

SECTION 3: QUARTERLY BOARD MEETINGS

Meetings of the Board of Directors will be held on a quarterly basis. All elected board members including the officers are expected to be in attendance. General business of the MHFHA will be discussed and reported to its members via newsletter that is sent to all membership no less than once per year.

ARTICLE IV

SECTION 1: BOARD OF DIRECTORS

The Board of Directors of the MHFHA shall be members of the MHFHA and shall be elected by the membership at the annual meeting. There will be eleven (11) Board Members.

At the time of the first election of Board Members, five (5) shall be elected to a one (1) year term, five shall be elected to a two (2) year term and five (5) shall be elected to a three (3) year term.

At subsequent elections, Board Members shall be elected to terms of three years

All board members are expected to attend all quarterly board meetings, annual meetings and special meetings. If any member of the board is absent three (3) consecutive meetings without good and sufficient reason, the board may consider that member to have resigned and shall so notify him/her in writing.

SECTION 2: OFFICERS

- A. The officers of the MHFHA shall be a President, Vice President, Secretary and Treasurer.**
- B. The officers shall be a member of the MHFHA and shall be elected by the Board of Directors from their membership at or as soon after the Annual Meeting as may be practical.**
- C. The term of each officer shall be for a period of one year and until their successors are appointed or elected.**

SECTION 3: VACANCIES

If for any reason a vacancy in any of the offices or officers of the MHFHA should occur, such vacancy will be filled by a majority vote of the Board of Directors for the remaining portion of the term subject to approval by vote of the attending membership at the next annual meeting.

SECTION 4: PRESIDENT

It shall be the duty of the President to preside at all meetings of the membership and to appoint the chairpersons and members of the various committees of the MHFHA except the grievance committee. The President shall be the chief executive officer of the MHFHA, may sign for receipts and disbursements, and shall have the general supervision and control of the business of the MHFHA. The President shall be an ex-officio member of all MHFHA committees, except the grievance committee, and may appoint special committees as needed.

SECTION 5: VICE-PRESIDENT

In the absence of or disability of the President, The Vice-President shall perform all of the duties of the President, and when so acting shall have all the powers of and be subject to all restrictions upon the President. The Vice-President shall have such other duties as may be prescribed by the President.

SECTION 6: SECRETARY

The Secretary shall keep or cause to be kept the minutes of all meetings of the MHFHA . The minutes shall include a record of attendance, the substance of any topic and any discussion, any motions, proposals, and/or resolutions and their disposition, and the results of all votes taken. Upon request, the Secretary shall make a copy of the minutes available to the public and shall be sent via electronic email or fax for no charge, or by USPS mail when the request is accompanied by payment to cover actual reproduction costs. The Secretary shall supervise all correspondence of the MHFHA.

SECTION 7: TREASURER

The Treasurer shall also keep or maintain or cause to be kept or maintained accurate and correct accounts of the business transactions of the MHFHA, including accounts of its receipts, disbursements, and surpluses or deficits. The Treasurer shall also keep an up-to-date roster of the members and have other such duties as prescribed by the President.

ARTICLE V

SECTION 1: COMMITTEES

- A. The board of Directors of MHFHA will designate long term committees as needed, except as noted in Article V, Section 1, B. The President will appoint MHFHA members to the committee**
- B. The President may appoint special committees consistent with the means and purposes of the MHFHA**

ARTICLE VI

SECTION 1: NON-DISCRIMINATION

The MHFHA shall not discriminate against individuals, or groups on the basis of race, religion, color, sex, sexual orientation, age, disability, national origin, income, or political affiliation in any of its policies, recommendations or actions.

ARTICLE VII

SECTION 1: ADOPTION AND AMENDMENTS OF BYLAWS

Amendments to these bylaws shall require a motion, second, and a 2/3 majority vote of those members in attendance at yearly or special meeting.

(These bylaws were adopted by the Steering Committee of the Mt Hood Forest Homeowners Association on December 1, 1993. in accordance with the directive given at the organizational meeting on July 22, 1993. Subsequent amendments were made and adopted at the Steering Committee meeting on March 2, 1994.)

The amendments to these bylaws were made and adopted at the Board Meeting on October 23, 2006