

**BYLAWS**  
**OF**  
**901 EAST HARMONY CONDOMINIUMS ASSOCIATION**

**ARTICLE I**

**Name and Offices**

**Section 1. Name.** The name of the Corporation is 901 East Harmony Condominiums Association, a Colorado Nonprofit Corporation, hereinafter referred to as the "Association".

**Section 2. Principal and Business Office.** The principal office of the Association shall be located at c/o Mountain-n-Plains, Inc., 375 E. Horsetooth Road, Building 3, Suite 100, Fort Collins, CO 80525, but the Association may have such other offices as the Board of Directors may require from time to time.

**Section 3. Registered Office.** The Association shall have and continuously maintain in the State of Colorado a registered office, and a registered agent whose office is identical with such registered office, as required by the Colorado Nonprofit Corporation Act. The registered office may be, but need not be, identical with the principal office in the State of Colorado, and the address of the registered office may be changed from time to time by the Board of Directors.

**ARTICLE II**

**Purpose and Power**

**Section 1. Purpose.** The purpose of the Association is to manage the 901 East Harmony Condominiums located in Fort Collins, Colorado and to perform all functions necessary to further the interests of the owners of units in the condominium community and the members of the 901 East Harmony Condominiums.

**Section 2. Power.** The Association shall have all powers necessary to complete its purpose and as may be allowed under the Colorado Nonprofit Corporation Act.

**ARTICLE III**

**Members**

**Section 1.** The members of the Association shall be any person, firm, corporation, partnership, association, limited liability company, or other legal entity, or combination thereof, who owns one or more units in the 901 East Harmony Condominiums. The Association shall have one class of voting memberships, and shall be entitled to one (1) vote for each square foot of finished area within such unit, as set forth on Exhibit A. If the joint owners of a unit are

unable to agree upon how they will vote on any issue, they shall be passed over and their right to vote on such issue will be lost.

## ARTICLE IV

### Meetings of Members

**Section 1. Annual Meetings.** The first annual meeting of the members shall be held within one (1) year from the date of incorporation of the Association, and each subsequent regular meeting of the members shall be as set by the Board of Directors. If the day for the annual meeting of the members is a legal holiday, the meeting will be held at the same hour on the first day following which is not a legal holiday.

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

**Section 3. Notice of Meetings.** 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 ten (10) but not more than fifty (50) days before such meeting to each member entitled to vote at such meeting, addressed to the member's address last appearing on the books of the Association, or supplied by such member to the Association for the purpose of notice. Such notice shall specify the place, day, and hour of the meeting, and, in the case of a special meeting, the purpose of the meeting.

**Section 4. Quorum.** The presence at the meeting of members entitled to cast, or of proxies entitled to cast, one-quarter (1/4) of the votes of each class of membership shall constitute a quorum for any action except as otherwise provided in the Articles of Incorporation, the Declaration, or these Bylaws. If, however, such quorum shall not be present or represented at any meeting, the members entitled to vote at such meeting shall have power to adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum as aforesaid shall be present or be represented.

**Section 5. Proxies.** At all meetings of members, each member may vote in person or by proxy. All proxies shall be in writing and filed with the Secretary. Every proxy shall be revocable and shall automatically cease upon conveyance by the member of his lot.

## ARTICLE V

### Board of Directors; Selection; Term of Office

**Section 1. Number.** The affairs of the Association shall be managed by a Board of not less than one (1) nor more than five (5) Directors, who need not be members of the Association.

**Section 2. Term of Office.** At the first annual meeting the members shall elect three (3) Directors; one (1) Director for a term of one (1) year, and two (2) Directors for a term of two

(2) years. At each annual meeting thereafter the members shall elect Directors for terms of two (2) years each, to replace Directors whose terms have expired, or for additional Directors up to the maximum set forth above in Article V, Section 1.

**Section 3. Removal.** Any Director may be removed from the Board, with or without cause, by a majority vote of the members of the Association. In the event of death, resignation, or removal of a Director, his successor shall be selected by the remaining members of the Board and shall serve for the unexpired term of his predecessor.

**Section 4. Compensation.** No Director shall receive compensation for any service he or she may render to the Association. However, any Director may be reimbursed for his or her actual expenses incurred in the performance of such Director's duties.

**Section 5. Action Taken Without a Meeting.** The Directors shall have the right to take any action in the absence of a meeting which they could take at a meeting by obtaining a written approval of all the Directors. Any action so approved shall have the same effect as though taken at a meeting of the Directors.

## ARTICLE VI

### Nomination and Election of Directors

**Section 1. Nomination.** Nomination for election to the Board of Directors shall be made by a Nominating Committee. Nominations may also be made from the floor at the annual meeting. The Nominating Committee shall consist of a Chairman, who shall be a member of the Board of Directors, and two or more members of the Association. The Nominating Committee shall be appointed by the Board of Directors prior to each annual meeting of the members, to serve from the close of such annual meeting until the close of the next annual meeting and such appointment shall be announced at each annual meeting. The Nominating Committee shall make as many nominations for election to the Board of Directors as it shall, in its discretion, determine, but not less than the number of vacancies that are to be filled. Such nominations may be made from among members or non-members.

**Section 2. Election.** Election to the Board of Directors shall be by secret, written ballot. At such election the members or their proxies may cast, in respect to each vacancy, as many votes as they are entitled to exercise under the provisions of the Declaration. The persons receiving the largest number of votes shall be elected. Cumulative voting is not permitted.

## ARTICLE VII

### Meetings of Directors

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

**Section 2. Special Meetings.** Special meetings of the Board of Directors shall be held when called by the President of the Association, or by any two Directors, after not less than three (3) days' notice to each Director.

**Section 3. Quorum.** A majority of the number of Directors shall constitute a quorum for the transaction of business. Every act or decision done or made by a majority of the Directors present at a duly held meeting at which a quorum is present shall be regarded as the act of the Board.

## ARTICLE VIII

### Powers and Duties of the Board of Directors

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

A. Exercise for the Association all powers, duties, and authority vested in or delegated to this Association and not reserved to the membership by other provisions of these Bylaws, the Articles of Incorporation, or the Declaration.

B. Declare the office of a member of the Board of Directors to be vacant in the event such member shall be absent from three (3) consecutive, regular meetings of the Board of Directors; and

C. Employ a manager, an independent contractor, or such other employees as they deem necessary, and to prescribe their duties.

**Section 2. Duties.** It shall be the duty of the Board of Directors to:

A. Cause to be kept a complete record of all its acts and corporate affairs and to present a statement thereof to the members at the annual meeting of the members, or at any special meeting when such statement is requested in writing by one-fourth (1/4<sup>th</sup>) of the Class A members who are entitled to vote; and

B. Supervise all officers, agents, and employees of this Association, and to see that their duties are properly performed.

## ARTICLE IX

### Officers and Their Duties

**Section 1. Enumeration of Officers.** The officers of this Association shall be a President and Vice-President, who shall at all times be members of the Board of Directors, a Secretary, and a Treasurer, and such other officers as the Board may from time to time by resolution create.

**Section 2. Election of Officers.** The election of officers shall take place at the first meeting of the Board of Directors following each annual meeting of the members.

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

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

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

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

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

**Section 8. Duties.** The duties of the officers are as follows:

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

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

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

**D. Treasurer.** The Treasurer shall receive and deposit in appropriate bank accounts all monies of the Association and shall disburse such funds as directed by resolution of the Board of Directors; shall sign all checks of the Association; keep proper books of account;

cause an annual audit of the Association books to be made by a public accountant at the completion of each fiscal year; and shall prepare an annual budget and a statement of income and expenditures to be presented to the membership at its regular annual meeting, and deliver a copy of each to the members.

## **ARTICLE X**

### **Committees**

The Association shall appoint a nominating committee as provided in these Bylaws. In addition, the Board of Directors shall appoint other committees as deemed appropriate in carrying out its purpose.

## **ARTICLE XI**

### **Books and Records**

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

## **ARTICLE XII**

### **Amendments**

**Section 1.** These Bylaws may be amended, at a regular or special meeting of the members, by vote of a majority of a quorum of members present in person or by proxy.

**Section 2.** In the case of any conflict between the Articles of Incorporation and these Bylaws, the Articles shall control; and in the case of any conflict between the Declaration and these Bylaws, the Declaration shall control.

## **ARTICLE XIII**

### **Miscellaneous**

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

IN WITNESS WHEREOF, I, Steve Ray, being the President of 901 East Harmony  
Condominiums Association have hereunto set my hand this 30<sup>th</sup> day of  
October, 2015.

  
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Steve Ray  
President

### CERTIFICATION

I, the undersigned, do hereby certify:

THAT I am the duly elected and acting Secretary of 901 East Harmony Condominiums  
Association, a Colorado Nonprofit Corporation; and

THAT the foregoing Bylaws constitute the original Bylaws of said Association, as duly  
adopted at a meeting of the Board of Directors thereof, held on the 30<sup>th</sup> day of  
October, 2015.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of  
the Association this 30<sup>th</sup> day of October, 2015.

  
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Jay Feavel  
Secretary/Treasurer

**EXHIBIT A**

<b>Unit</b>	<b>Square Footage</b>	<b>Building Percentage Interest</b>
110	2,562	24.41%
120	1,910	18.20%
130	1,990	18.96%
140	3,865	36.83%
GCE:	Electrical Room 89 Fire Riser Room <u>77</u> Subtotal: 166	1.60%
<b>TOTAL</b>	<b>10,493</b>	<b>100%</b>