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BY-LAWS
OF
FOREST MESA OWNERS ASSOCIATION, INC.
(A TEXAS NON-PROFIT CORPORATION)

SEP 14 84 5 1653 * 7.00

~~3-78-9561~~

ARTICLE I

1.1 NAME. The name of the organization shall be FOREST MESA OWNERS ASSOCIATION, INC., hereinafter called "Association".

3-80-4013

ARTICLE II

2.1 PURPOSE. The purpose for which this non-profit Association is formed is to oversee the joint efforts shared in common by the members located from 8121 to and including 8149 Forest Mesa Drive, Austin, in the County of Travis, State of Texas.

ARTICLE III

3.1 MEMBERSHIP. Any person on becoming a member of the Association shall accept these By-Laws.

3.2 VOTING. Unit ownership shall entitle the member(s) to cast one (1) vote per unit in the affairs of the Association.

3.3 MAJORITY/QUORUM/PROXIES. Majority of members shall mean fifty-one percent (51%) of the members. This number shall constitute a quorum. Proxies must be filed with the Secretary before the appointed time of each meeting.

ARTICLE IV

4.1 ASSOCIATION RESPONSIBILITIES. The responsibility of administering the Association shall be through an elected board of Directors, the number of which shall be subject to the wishes of the membership.

4.2 NOTICE OF MEETINGS. The Secretary shall provide notices of all meetings to each member. Such notice shall be given not less than three (3) days prior to the meeting date and shall include the date, time, place and purpose of the meeting.

ARTICLE V

5.1 NOMINATION, ELECTION OF BOARD, TERM OF OFFICE, ELECTION OF BOARD OFFICERS AND ADMINISTRATIVE DUTIES OF THE BOARD. A list of all Association members shall be circulated and each member shall mark the ballot for a minimum of seven (7) names to serve as Directors. An election committee shall be appointed to count the ballots. Assuming that seven (7) members are elected:

The three (3) members receiving the highest number of votes shall serve three (3) years. The next two (2) receiving the highest number of votes shall serve for two (2) years. The two (2) receiving the lowest number of votes shall serve for one (1) year.

If less than seven (7) members, then the number serving each of the three terms shall be adjusted accordingly. The Directors shall elect the president, vice-president, secretary and treasurer from among the Directors.

Vacancies that may occur on the board shall be filled by a vote of the Association members.

Each year the directors shall be responsible for a continuing election procedure.

The board shall write a Bill of Particulars covering their administrative duties and responsibilities to the Association and make a copy of the Bill available to each member.

REAL PROPERTY RECORDS
Travis County, Texas

8803 478

ARTICLE VI

6.1 INDEMNIFICATION. The Treasurer of the Association shall be bonded and the cost of this service shall be paid from funds of the Association.

ARTICLE VII

7.1 ASSESSMENTS. Each member shall be responsible to the Association for the current status of assessments. Any unpaid assessments due from a member may be reported to the mortgager, if any, and a lien may be placed against the property. The cost of filing the lien shall be included in the lien.

7.2 ASSESSMENT COMMITMENT REGARDING CONTRACTS. Contractual relationships entered into by the board of Directors on behalf of the wishes and interests of the members shall require a commitment to pay the assessment for the full extent of the contract by each Association member, a new member or his tenant. The new owner assumes the obligation of this contractual relationship.

7.3 RENTAL OR LEASE OF UNIT. A member who plans to lease or rent his unit must notify the Directors in advance in writing, giving the name of the responsible lessee or renter when known. A copy of the lease shall be furnished to the directors within thirty (30) days of the effective date of the lease.

7.4 RESIDENTIAL DWELLING. Each unit shall be occupied and used or leased by the owner or his tenant only as and for a residential dwelling.

7.5 INSURANCE. The Association recommends that both unit owners in a duplex having a common roof obtain insurance from one carrier. Each unit owner shall advise the Directors in writing as to who the carrier is, the amount for which the unit is carried, and the period covered.

7.6 GENERAL. Each member shall comply with the provisions of these By-Laws. Owners who lease or rent a unit shall inform the lessee or renter of their obligation to comply with these By-Laws.

ARTICLE VIII

8.1 ASSOCIATION ADDRESS. The Association shall maintain a post office box for security purposes of mail.

ARTICLE IX

9.1 AUTHORIZED AGENTS. The persons who shall be authorized to execute any and all instruments of conveyance or encumbrances of the Association, including promissory notes, shall be the President, Secretary and the Treasurer of the Association.

CERTIFICATE

WE HEREBY CERTIFY that the foregoing is a true and correct copy of the By-Laws of the FOREST MESA OWNERS ASSOCIATION, INC., a Texas non-profit corporation, as adopted by the members at its meeting on August 20, 1984:

This instrument was acknowledged before me, a notary, on this 6th day of September, 1984, by William J. Worley, President, Marge Stancil, Secretary, and James R. Mitchell, Treasurer.

NOTARY SEAL

JOHN H. VOSS

John H. Voss
NOTARY PUBLIC, STATE TEXAS

My Commission Expires 7/16/88

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FILED
1984 SEP 14 AM 10:17

Doris H. ...
COUNTY CLERK
TRAVIS COUNTY, TEXAS

*Margie Stencil
8134 Forest Meadow Dr.
78759*

STATE OF TEXAS COUNTY OF TRAVIS
I hereby certify that this instrument was FILED on the
date and at the time stamped herein by me; and was duly
RECORDED, in the Volume and Page of the named RECORDS
of Travis County, Texas, as stamp herein by me, on

SEP 14 1984



Doris H. ...
COUNTY CLERK
TRAVIS COUNTY, TEXAS

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