

BYLAWS OF NORTH FORKE PLANTATION HOMEOWNERS ASSOCIATION,
INC.

ARTICLE I

NAME AND LOCATION

Section 1. Name. The name of the association is North Forke Plantation Homeowners Association, Inc., a Georgia non-profit corporation, hereinafter referred to as the "Association".

Section 2. Location. The principal office of the Association shall be located in Gwinnett County, Georgia. Meetings of members and directors may be held at such places within the State of Georgia as may be designated from time to time by the Board of Directors.

ARTICLE II

DEFINITIONS

Section 1. General. The terms used in these Bylaws, unless otherwise specified or unless the context otherwise requires, shall have the meanings specified in the Declaration of Protective Covenants for North Forke Plantation, recorded in Deed Book 6967, Page 166, Gwinnett County, Georgia Records as rerecorded in Deed Book 8419, Page 1, Gwinnett County, Georgia; that certain Declaration of Protective Covenants for North Forke Plantation recorded in Deed Book 8419, Page 18, Gwinnett County, Georgia Records and that certain Declaration of Protective Covenants for North Forke Plantation recorded in Deed Book 9601, Page 112, Gwinnett County, Georgia Records as amended from time to time and such other declarations of protective covenants which may be filed covering property adjacent to North Forke Plantation which are incorporated as part of North Forke Plantation (said Declaration of Protective Covenants as hereinabove described and hereinafter referred to as the "Declaration"); and to perform such related functions as the board of directors of the corporation shall from time to time determine.

Section 2. Defined Terms. Capitalized terms as used herein shall have the meaning as defined in the Declaration unless otherwise defined by these Bylaws.

ARTICLE III

MEMBERSHIP AND VOTING RIGHTS

Section 1. Membership. Each lot owner shall automatically be a member of the Association, which membership shall continue during the period of ownership by such lot owner.

Section 2. Voting Rights. The corporation shall have one class of voting membership:

Class A: The Class A members shall be all Owners, including the Developer, and shall be entitled to one vote for each, Lot owned. When more than one Person holds an interest in any Lot, all such Persons shall be members. The vote for such Lot shall be exercised as they among themselves determine but in no event shall more than one vote be cast with respect to any Lot. If multiple owners of a lot cannot unanimously decide how to cast their vote then no vote may be cast regarding the ownership by that particular Lot

When a lot is owned by other than a single natural person, the person entitled to cast the vote for such lot shall be designated by a certificate signed by the record owner of such lot and filed with the Secretary. Each such certificate shall be valid until revoked, superseded by a subsequent certificate or a change occurs in the ownership of such lot The votes of the lot owners shall be cast under such rules and procedures as may be prescribed in the Declaration or in these By-Laws, as amended from time to time, or by law.

Said votes shall be cast under such rules and procedures as may be prescribed in the By-Laws of the corporation, as amended from time to time, or by law. Notwithstanding any other provisions of these Articles of Incorporation, the Bylaws or the Declaration, the Declarant (as defined in the Declaration) shall be solely responsible, at the Declarant's option, for the administration of the Association until such time as title to seventy percent (70%) of all Lots, exclusive of the Common Area within North Forke Plantation, have been conveyed to individual Lot owners.

Section 3. Suspension of Voting Rights. During any period in which a lot owner shall be in default in payment of any assessment, the voting rights of such lot owner may be suspended by the Board of Directors until such assessment has been paid. Such rights of a lot owner may also be suspended, for a period not to exceed 30. days for violation of any rules and regulations established by the Board of Directors.

ARTICLE IV

MEETINGS OF LOT OWNERS

Section 1. Annual Meetings. The first annual meeting of the lot owners shall be called by the President upon request of the Declarant and shall be held within 12 months following the incorporation of the Association. Each subsequent regular annual meeting of the owners shall be held on the same day of the same month of each year thereafter, at the hour of 8:00 o'clock p.m. unless otherwise provided by the lot owners at any previous meeting. If the day for the annual meeting of the lot owners 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 lot owners may be called at any time by the President or by the Board of Directors, or upon written request of the lot owners who are entitled to vote at least one-fourth (1/4) of the votes of the membership.

Section 3. Notice of Meetings. Written notice of each meeting of the lot owners shall be given by, *or* at the direction of, the Secretary *or* person authorized to call the meeting at least 21 days in advance of any annual *or* regularly scheduled meeting, and at least seven days in advance of any other meeting, stating the time, place and purpose of such meeting. Such notice shall be delivered personally *or* sent by United States mail, postage prepaid, to all lot owners of record at such address *or* addresses as any of them may have designated, or, if no other address has been so designated, at the address of their respective lots. Such notice shall also be sent by United States mail, postage prepaid, to each institutional holder of a first mortgage on a lot having theretofore requested same in writing. Each such holder shall be permitted to designate a representative to attend each such meeting without voice or vote except pursuant to Section 5 of this Article IV.

Section 4. Quorum. The presence at the meeting of lot owners and/or proxies entitled to cast at least one-third (1/3) of the votes of the membership shall constitute a quorum for any action except as otherwise expressly provided. If, however, such quorum shall not be present or represented at any meeting, the lot owners and/or proxies entitled to cast a majority of the votes thereat shall have the 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. Subject to the provisions of Article III, Section 2, hereof, at all meetings of the lot owners, each lot owner 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 a lot owner of his lot

Section 6. Order of Business. The order of business at all annual meetings of the owners shall be as follows:

- (a) Roll call.
- (b) Proof of Notice of Meeting.
- (c) Reading of minutes of preceding meeting.
- (d) Reports of Officers.
- (e)" Report of Board of Directors.
- (t) Reports of Committees.
- (g) Election of Directors.
- (h) Unfinished Business.
- (i) New Business.

Section 7. Decisions of Lot Owners. Unless otherwise expressly provided in the Declaration or these By-Laws, a majority of the votes cast on any particular issue shall be

necessary to adopt decisions at any meeting of the lot owners. When the Declaration or these By-Laws require the approval or consent of all or a specified percentage of mortgagees and/or other lien holders, no decision or resolution duly adopted by the lot owners shall be effective or valid until such approval or consent shall have been obtained.

Section 8. Conduct of Meetings. The President shall preside over all meetings of the lot owners and the Secretary shall keep the minutes of the meetings and record in a minute book all resolutions. duly adopted as well as a record of all transactions occurring at such meetings. The latest edition of Robert's Rules of Order shall govern the conduct. of all meetings of the lot owners when not in conflict with the Declaration or these By-Laws.

ARTICLE V

BOARD OF DIRECTORS

Section 1. Number of Qualifications. The Board of Directors of the Association shall be composed of not less than three nor more than nine persons, as fixed by resolution of the directors from time to time. Each such person shall be a member of the Association or the spouse of a member or an officer, director or shareholder of a lot owner.

Section 2. Election and Term of Office. So long as the Declarant as defined in the Declaration, as amended from time to time, has the responsibility for the administration of the Association, then the Declarant shall have the authority to appoint all members of the Board of Directors. Upon the expiration of Declarant's responsibility to so administer the Association_ the Board of Directors so appointed shall continue to serve until the next annual meeting of the lot owners and at such annual meeting and at each subsequent annual meeting of the lot owners, the lot owners shall elect the directors for a term of one year or until their successors shall have been duly elected and qualified. Election to the Board of Directors shall be by secret written ballot cast at the annual meeting. At such election, the lot owners or their proxies may cast, in respect to each directorship, one vote. The persons receiving the largest number of votes shall be elected. Cumulative voting shall not be permitted.

Section 3. Removals: Vacancies. Any director may be removed from the Board of Directors with or without cause, by a majority vote of the lot owners. In the event of death, resignation or removal of a director, his successor shall be elected by the remaining members of the Board of Directors and shall serve for the unexpired term of his predecessor.

Section 4. Annual Organization Meeting. The first meeting of the Board of Directors following each annual meeting of the lot owners shall be held within ten days thereafter, at such time and place as shall be fixed by the newly elected directors at such annual meeting, and no notice shall be necessary in order legally to constitute such meeting.

Section 5. Regular Meetings. Regular meetings of the Board of Directors may be held at such time and place as shall be determined from time to time by the Board of Directors.

Notice of the time and place of regular meetings shall be given to every director by mail or telephone at least three days prior to the date of such meeting.

Section 6. Special Meetings. Special meetings of the Board of Directors may be called by the President on two days' notice to every director given by mail or telephone and stating the time, place and purpose of the meeting. Special meetings shall be called by the President or Secretary in like manner and On like notice on the written request of directors entitled to cast at least two votes at such meetings.

Section 7. Waive of Notice: Action Without Meeting. Whenever notice of a meeting of the Board of Directors is required to be given under any provision of these By-Laws, a written waiver thereof, executed by a director before or after the meeting and filed with the Secretary, shall be deemed equivalent to notice to the director executing the same. Attendance at a meeting by the director shall constitute a waiver of notice of such meeting by the director if such director attends the meeting without protesting prior thereto or at the meeting's commencement the lack of notice to him. Neither the business to be transacted at, nor the purpose of, any meeting of the Board of Directors need be specified in any written waiver of notice. Any action required or permitted to be taken at any meeting of the Board of Directors may be taken without a meeting provided that all directors consent to the action in writing and the written consents are filed with the records of the proceedings of the Board of Directors. Such consents shall be treated for all purposes as a vote at a meeting.

Section 8. Voting: Quorum of the Board: Adjournment o At all meetings of the Board of Directors, presence in person of directors representing at least one half of the votes of the Board of Directors shall be a quorum at any Board .of Directors meeting and a majority of the votes present and voting shall bind the Board of Directors and the Association as to any matter within the powers and duties of the Board of Directors. If any Board of Directors meeting cannot be held because of the absence of a quorum, a majority of the votes present and voting may adjourn the meeting to a later time.

Section 9. Powers and Duties. The Board of Directors shall have the powers and duties necessary for administration of the affairs of the Association and may do all such acts and things except as by law or the Declaration may not be delegated to the Board of Directors by the lot owners. In exercising its powers and duties, the Board of Directors shall take as its standard the maintenance of the general character of the subdivision as a residential community of the first class in the quality of its maintenance, use and occupancy. Such powers and duties of the Board of Directors shall be exercised in accordance with and subject to all provisions of the Declaration and these By-Laws and shall include without limitation powers and duties to:

- (a) Operate, care for, maintain, repair and replace the common area and employ personnel necessary or desirable therefor.
- (b) Determine common expenses of the Association.

(c) Collect assessments from the lot owners.

(d) Adopt and amend rules and regulations covering the details of the operation and use of the subdivision.

(e) Open bank accounts on behalf of the Association and designate the signatories required therefor.

(1) Manage, control, lease as lessor, and otherwise deal with the common area, including power to make shut-offs of common services and other interruptions of the normal functioning of the buildings to facilitate performance of any maintenance or repair work or the making of additions, alterations or improvements by the Association or the lot owners pursuant to provisions of the Declaration. The Board of Directors shall use reasonable effort to disrupt the lot owners and occupants as little as possible in exercising such power to make shut-offs and other interruptions;

(g) Purchase, lease or otherwise acquire lots offered for sale or lease or surrendered by their lot owners to the Association.

(h) Own, sell, lease, encumber, and otherwise deal in, but not vote with respect to, lots owned by the Association.

(i) Obtain and maintain insurance for the common area of the subdivision pursuant to the provisions of the Declaration.

0) (1) Make additions and improvements to and alterations of the common area, and (2) make repairs to and restoration of the property after damage or destruction by fire or other casualty, or as a result of condemnation.

(k) Enforce by any legal or equitable remedies available all obligations of the lot owners or any of them to the Association.

(1) Appoint auditors of the Association.

(m) Employ a manager or managing agent and delegate thereto any duties of the Board of Directors under subparagraphs (a), (c) and (i) of this Section 9.

(n) Conduct litigation and be subject to suit as to any cause of action involving the common area or arising out of the enforcement of the provisions of the Declaration or these By-Laws.

(O) Make contracts in connection with the exercise of any of the powers and duties of the Board of Directors. Unless the Board of Directors shall from time to time, otherwise determine, all agreements, contracts, deeds, leases, checks and other instruments of the Association shall be executed by the President or a Vice President, and a Secretary or Treasurer.

(P) Take all other actions the Board of Directors deems necessary or proper for the sound management and fulfillment of the terms and provisions of the Declaration and these By-Laws.

In the case of those powers and duties specified in the foregoing clauses (d), (g), (h), 0)(1), and (I), the Board of Directors need exercise the same only to the extent, if any, it deems necessary or desirable or is required to do so by vote of the lot owners. The Board of Directors shall not be obligated to take any action or perform any duty imposed upon it requiring an expenditure of funds unless in its opinion it shall have funds of the Association sufficient therefor.

Section 10. Compensation. No director shall receive compensation from the Association for acting as such, but shall be entitled to reimbursement from the Association as a common expense for reasonable out-of-pocket disbursements made by him in the performance of his duties. No director shall be obligated to make any such disbursements.

ARTICLE VI

,OFFICERS

Section 1. Designation. The principal officers of the Association shall be the President, the Vice President, the Secretary and the Treasurer, all of whom shall be elected by the Board of Directors. The Board of Directors may appoint an assistant treasurer, an assistant secretary, and such other officers as in its judgment may be necessary.. Any officer may be, but shall not be required to be, members of the Board of Directors.

Section 2. Election of Officers. The officers of the Association shall be elected annually by the Board of Directors at the organization meeting of each new Board of Directors and shall hold office at the pleasure of the Board of Directors. Any vacancy in an office shall be filled by the Board of Directors at a regular meeting of the Board of Directors, or at any special meeting of the Board of Directors called for .such purpose.

Section 3. Removal of Officers. Upon the affirmative vote of a majority of the votes of .the Board of Directors, any officer may be removed, either with or without cause, and his successor may be elected at any regular meeting of the Board of Directors, or at any special meeting of the Board of Directors called for such purpose.

Section 4. 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 1 of this Article VI.

Section 5. President The President shall be the chief executive officer of the Association. He shall preside at all meetings of the lot owners. He shall have all of the general powers and duties which are incident to the office of president of a corporation, including, but not limited, the power to appoint committees from among the lot owners from time to time as he may, in his sole discretion, deem appropriate to assist in the conduct of the affairs of the Association.

Section 6. Vice President The Vice President shall take the place of the President and perform his duties whenever the President shall be absent or unable to act If neither the President nor the Vice President is able to act, the Board of Directors shall appoint some other member of the Board of Directors to act in the place of the President on an interim basis. The Vice President shall also perform such other duties as shall, from time to time, be imposed upon him by the Board of directors or by the President

Section 1. Secretary. The Secretary shall keep the minutes of all meetings of the lot owners and of the Board of Directors may direct He shall, in general, perform duties incident to the office of secretary or a corporation and such other duties as shall, from time to time, be imposed upon him by the Board of Directors or by the President

Section 8. Treasurer. The Treasurer shall have the responsibility for Association funds and securities and shall be responsible for keeping full and accurate financial records and books of account showing all receipts and disbursements; and for the preparation of all required financial data; he shall be responsible for the deposit of all monies and other valuable effects in the name of the Association, in such depositories as may from time to time be designated by the Board of Directors, and he shall, in general, perform all the duties incident to the office of treasurer of a corporation and such other duties as shall, from time to time, be imposed upon him by the Board of Directors or by the President

Section 9. Compensation. Unless otherwise expressly provided by the Board of Directors, no officer shall receive compensation from the Association for acting as such, but shall be entitled to reimbursement from the Association as a common expense for reasonable out-of-pocket disbursements made by him in the performance of his duties. No officer shall be obligated to make any such disbursements.

AATICLE VII

OFFICES AND DIRECTORS: GENERAL PROVISIONS

Section 1. Contracts with Interested Parties. No contract or transaction between the Association and one or more of its officers or directors, or between the Association and any

other entity in which one or more of the Association's officers or directors are officers, directors, partners or trustees, or have a financial interest, shall be void or voidable solely for this reason, or solely because the Association's officer or director is present at or participates in the meeting of the Board of Directors which authorizes the contract or transaction, or solely because the Association's officer or director is present at or participates in the meeting of the Board of Directors which authorizes the contract or transaction, or solely because his or her votes are counted for such purpose, if (a) the material facts as to his interest and as to the contract or transaction are disclosed or are known to the Board of Directors and the Board of Directors in good faith authorizes the contract or transaction by a vote sufficient for such purpose without counting the vote or votes of the interested director or directors; or (b) the material facts as to his interest and as to the contractor transaction are disclosed or are known to the lot owners entitled to vote thereon, and the contract or transaction is specifically approved or ratified in good faith by vote of such lot owners; or (c) the contract or transaction is fair as to the Association as of the time it is authorized, approved or ratified by the Board of Directors or the lot owners. Interested directors may be counted in determining the presence of a quorum at a meeting of the Board of Directors which authorizes the contract or transaction.

Section 2. Indemnification. Pursuant to the provisions of O.C.G.A. 14-3-110, the Association shall indemnify its officers and directors to the extent provided in and subject to the limitations of O.C.G.A. Sections 14-2-850 through 14-2-859.

ARTICLE VIII

BOOKS AND RECORDS

Section 1. Books and Records. The Association shall keep such books and records as by law provided and shall make available for inspection by any lot owner, and institutional holder of a first mortgage on a lot, and their respective agents and attorneys, for any proper purpose at any reasonable time. In addition, an annual report of the receipts and expenditures of the Association, based upon an audit made by an independent public accountant, shall be rendered by the Board of Directors to all lot owners, and to each institutional holder of a first mortgage on a lot having theretofore requested same in writing, within three months after the end of each fiscal year.

ARTICLE IX

AMENDMENTS

Section 1. Amendments. These By-Laws maybe amended by the vote of at least fifty-one percent (51%) of all lot owners cast in person or by proxy at a meeting duly called for such purpose, written notice of which shall be delivered or sent to all lot owners not less than 21 days in advance of the meeting stating the time, place and purpose of such meeting and the

subject matter of the proposed amendment or, in lieu of such vote, these By-Laws may be amended by an instrument duly executed by lot owners having at least fifty-one percent (51%) of the entire voting interest of all lot owners. Amendments to these By-Laws for the sole purpose of complying with the requirements of any governmental or quasi-governmental entity authorized to fund, insure or guarantee mortgages on individual lots, as such requirements may exist from time to time, may be affected by an instrument duly executed by a majority of the directors of the Association. Each such amendment shall be effective when adopted or at such later date as may be specified therein.

ARTICLE X

MISCELLANEOUS

Section 1. Conflicts. In the event of any conflict between the Declaration and these ByLaws, the Declaration shall control.

Section 2. Association Seal. The Association shall have a seal in circular form having within its circumference the words: North Forke Plantation Homeowners Association, Inc.

Section 3. Fiscal Year. The fiscal year of the Association shall begin on the first day of January and end on the 31st day of December of every year, except that the first fiscal year shall begin on the date on which the Association was incorporated under the laws of the State of Georgia.

Approved this 15th day of June, 1994.