# BYLAWS of LAUREL CROSSING TOWNHOME ASSOCIATION, INC. A NONPROFIT CORPORATION

#### TABLE OF CONTENTS

| ARTICLE I NAME    |  | 1   |
|-------------------|--|-----|
| ARTICLE II DEFINI | TIONS  | 1   |
| ARTICLE III OFFIC | ES   | 1   |
| Section 3.01.     | Principal Office                               |     |
| Section 3.01.     | Registered Office and Registered Agent         |     |
|                   |  |     |
| ARTICLE IV MEMB   | ERSHIP   | 1   |
| ARTICLE V MEETIN  | NG OF MEMBERS                                  | 2   |
| Section 5.01.     | Annual Meeting                                 | 2   |
| Section 5.02.     | Special Meeting                                | 2   |
| Section 5.03.     | Place of Meetings                              | 2   |
| Section 5.04.     | Notice of Meetings                             | 2   |
| Section 5.05.     | Informal Action by Members                     |     |
| Section 5.06.     | Quorum   |     |
| Section 5.07.     | Proxies  | 2   |
| Section 5.08.     | Alternate Methods of Voting                    | 3   |
| ADTICI E VI ROADI | OF DIRECTORS                                   | . 3 |
| Section 6.01.     | Powers and Duties                              |     |
| Section 6.01.     | Number, Tenure, and Qualifications             |     |
| Section 6.02.     | Regular Meeting                                |     |
| Section 6.04.     | Special Meetings                               |     |
| Section 6.05.     | Notice   |     |
| Section 6.06.     | Quorum   |     |
| Section 6.07.     | Manner of Acting                               |     |
| Section 6.07.     | Removal  |     |
| Section 6.09.     | Vacancies                                      |     |
| Section 6.10.     | Compensation                                   |     |
| Section 6.11.     | Informal Action by Directors                   |     |
|                   |  |     |
| ARTICLE VII OFFIC | ERS  |     |
| Section 7.01.     | Officers                                       |     |
| Section 7.02.     | Election and Term of Office                    | 4   |
| Section 7.03.     | Resignation and Removal                        | 4   |
| Section 7.04.     | Vacancies                                      |     |
| Section 7.05.     | President                                      | 5   |
| Section 7.06.     | Vice President                                 | 5   |
| Section 7.07.     | Treasurer                                      |     |
| Section 7.08.     | Secretary                                      | 5   |
| Section 7.09.     | Assistant Treasurers and Assistant Secretaries | 5   |
| ARTICLE VIII CONT | TRACTS, CHECKS, DEPOSITS, AND FUNDS            | 6   |

|                       | Section 8.01.  | Authorization                            | 6 |
|-----------------------|----------------|--|---|
|                       | Section 8.02.  | Checks and Drafts                        | 6 |
|                       | Section 8.03.  | Deposits                                 |   |
|                       | Section 8.04.  | Gifts                                    |   |
| AR                    | TICLE IX BOOK  | S AND RECORDS                            | 6 |
| ARTICLE X FISCAL YEAR |                | 6  |   |
| AR'                   | TICLE XI AMEN  | DMENTS TO BYLAWS                         | 6 |
| AR'                   | TICLE XII CONF | LICT WITH DECLARATION AND CERTIFICATE OF |   |
|                       | FORMATION      | ***************************************  | 7 |

#### BYLAWS OF LAUREL CROSSING TOWNHOME ASSOCIATION, INC. A NONPROFIT CORPORATION

#### ARTICLE I NAME

The name of the corporation is LAUREL CROSSING TOWNHOME ASSOCIATION, INC. (hereinafter referred to as the "Association").

### ARTICLE II DEFINITIONS

The terms used in these Bylaws shall have the same definitions as terms used and defined in that certain instrument entitled Declaration of Covenants, Conditions, Restrictions and Easements for LAUREL CROSSING TOWNHOMES (the "**Declaration**"), pertaining to LAUREL CROSSING TOWNHOMES, being Lots 1 through 70, Block 1, and Lots 1 through 7, Block 2, of SUMMERWOOD SEC. 31, a subdivision in Harris County, Texas according to the plat thereof recorded on August 28, 2006, under Harris County Clerk's File No. 20060000282 and further recorded under Film Code No. 604040 of the Map Records of Harris County, Texas.

### ARTICLE III OFFICES

**Section 3.01. Principal Office**. The principal office of the Association shall be located in the County of Harris, in the State of Texas. The Association may have such other offices, either within or without the State of Texas, as the Board of Directors may determine or as the affairs of the Association may require from time to time.

Section 3.02. Registered Office and Registered Agent. The Association shall have and continuously maintain in the State of Texas a registered office, and a registered agent whose office is identical with such registered office, as required by the Texas Business Organizations Code. The registered office may be, but need not be, the principal office of the Association in the State of Texas, and the address of the registered office may be changed from time to time by the Board of Directors.

#### ARTICLE IV MEMBERSHIP

The Members of the Association shall be the record owners, (whether one or more persons or entities) of a fee simple title to any Lot located on the Property, including a contract seller, but excluding those having such interest merely as security for the performance of an obligation. Members shall have such voting rights as set forth in the Declaration and Certificate of Formation.

### ARTICLE V MEETING OF MEMBERS

- Section 5.01. Annual Meeting. An annual meeting of the Members shall be held during each year, beginning with the year 2007, on a day, time, and place set by the Board of Directors of the Association for the purpose of the transaction of business as may properly come before the meeting. After the Election Date, such meetings shall also be for the purpose of electing Directors. If the election of Directors shall not be held at the time designated herein for any annual meeting, or any adjournment hereof, the Board of Directors shall cause the election to be held at a special meeting of the Members as soon thereafter as possible.
- Section 5.02. Special Meeting. Special meetings of the Members may be called by the President, the Board of Directors, or by not less than thirty-three percent (33%) of the votes that would be entitled to be voted at any such special meeting.
- **Section 5.03. Place of Meetings**. The Board of Directors may designate any place in Harris County, Texas, as the place of meeting for any annual meeting or for any special meeting called by the Board of Directors.
- Section 5.04. Notice of Meetings. Written or printed notice, stating the place, day and hour of any meeting of Members shall be delivered, either personally, by mail, facsimile transmission or electronically to each member entitled to vote at such meeting, not less than ten (10) nor more than sixty (60) days before the date of such meeting, by or at the direction of the President, or the Secretary, or the officer or persons calling the meeting. In case of a special meeting or when required by statute or these Bylaws, the purpose or purposes for which the meeting is called shall be stated in the notice. If mailed, the notice of a meeting shall be deemed to be delivered when deposited in the United States mail, addressed to the Member at his address as it appears on the records of the Association, with postage thereon prepaid.
- Section 5.05. Informal Action by Members. Any action required by law to be taken at a meeting of the Members or any action which may be taken at a meeting of the Members may be taken without a meeting, if a consent in writing, setting forth the action so taken, shall be signed by all of the Members entitled to vote with respect to the subject matter thereof and filed with the Secretary of the Association.
- Section 5.06. Quorum. The Members holding ten percent (10%) of the votes of eligible members which are entitled to be cast at any meeting shall constitute a quorum at such meeting unless a higher percentage is required by the Declaration. If a quorum is not present at any meeting of Members, a majority of the Members present may adjourn the meeting from time to time without further notice until a quorum has been established.
- **Section 5.07. Proxies**. At any meeting of Members, a Member entitled to vote may vote by proxy executed in writing by the Member, or by his duly authorized attorney-in-fact. No proxy shall be valid after eleven (11) months from the date of its execution, unless otherwise provided in the proxy.

**Section 5.08. Alternate Methods of Voting.** Any approved electronic method or other alternative method of voting may be approved by the Board of Directors unless otherwise prohibited by applicable law.

#### ARTICLE VI BOARD OF DIRECTORS

**Section 6.01. Powers and Duties.** The Board of Directors shall have such powers and duties as set forth at law and in the Documents of the Association.

Section 6.02. Number, Tenure, and Qualifications. The Board of Directors shall consist of three (3) directors, who shall be elected by the Declarant (prior to the Election Date) and the Members (after the Election Date) in accordance with these Bylaws. At the first annual meeting of the Members after the Election Date, one (1) Director shall be elected for a term of one (1) year; one (1) Director shall be elected for a term of two (2) years; and one (1) Director shall be elected for a term of three (3) years. At every annual meeting thereafter, one (1) Director shall be elected for a term of three (3) years by a vote held in accordance with the Certificate of Formation of the Association. The number of Directors may be increased to five (5) by amendment of this section of the Bylaws and if so increased, the initial term of one additional Director shall be one (1) year and for the other additional Director shall be two (2) years, and terms thereafter for such additional Directors shall be three (3) years. Any Directors elected prior to the Election Date need not be residents of the Property. All Directors elected after the Election Date must be residents of the Property and Members of the Association in good standing.

**Section 6.03. Regular Meeting.** A regular annual meeting of the Board of Directors shall be held without other notice than this section, immediately after, and at the same place as the annual meeting of Members. The Board of Directors may provide by resolution the time and place in Harris County, Texas for the holding of additional regular meetings of the Board without other notice than such resolution.

**Section 6.04.** Special Meetings. Special Meetings of the Board of Directors may be called by or at the request of the President or any two (2) Directors. The person or persons authorized to call special meetings of the Board may fix any place in Harris County, Texas as the place for holding any special meetings of the Board called by them.

Section 6.05. Notice. Notice of any special meeting of the Board of Directors shall be given at least two (2) days previous thereto by written notice delivered personally or sent by mail, fax, telegram or electronically to each director at his address as shown by the records of the Association. Any Director may waive notice of any meeting. The attendance of a Director at any meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Board need be specified in the notice or waiver of notice of such meeting, unless specifically required by law or by these Bylaws.

Section 6.06. Quorum. A majority of the Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board; but if less than a majority of the Directors

are present at said meeting, a majority of the Directors present may adjourn the meeting from time to time without further notice.

- **Section 6.07. Manner of Acting.** The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, unless the act of a greater number is required by law or by these Bylaws.
- **Section 6.08.** Removal. The Declarant shall be entitled to remove, with or without cause, and appoint any one or more directors of the Board of Directors of the Association prior to the Election Date. Following the Election Date, Directors may be removed from office, with or without cause, by a majority vote of the Members of the Association present in person or by proxy at a meeting of the Members duly called for that purpose.
- Section 6.09. Vacancies. Any vacancy occurring in the Board of Directors and any directorship to be filled by a reason of an increase in the number of Directors, shall be filled by the Board of Directors until the election of Directors at the next annual meeting of the Members. A Director appointed to fill a vacancy shall be appointed for the unexpired term of his predecessor in office.
- **Section 6.10. Compensation.** Directors as such shall not receive any stated salaries for their services.
- Section 6.11. Informal Action by Directors. Any action required by law to be taken at a meeting of Directors, or any action which may be taken at a meeting of Directors, may be taken without a meeting if a consent in writing setting forth the action so taken shall be signed by all of the Directors or as provided in Article X of the Certificate of Formation.

#### ARTICLE VII OFFICERS

- Section 7.01. Officers. The Officers of the Association shall be a President, one or more Vice Presidents (the number thereof to be determined by the Board of Directors), a Secretary, a Treasurer, and such other Officers as may be determined necessary by the Board of Directors. Any two (2) or more offices may be held by the same person, except the offices of President and Secretary.
- Section 7.02. Election and Term of Office. The Officers of the Association shall be elected annually by the Board of Directors at the first meeting of the Board of Directors after the annual meeting of the Members. Each Officer shall hold office until his successor shall have been duly elected and shall have qualified.
- **Section 7.03. 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 7.04. Vacancies.** A vacancy in any office because of death, resignation, disqualification or otherwise, may be filled by the Board of Directors for the unexpired portion of the term.

Section 7.05. President. The President shall be the principal executive officer of the Association and shall in general supervise and control all of the business and affairs of the Association. He shall preside at all meetings of the Members and of the Board of Directors. He may sign, with the Secretary or any other proper officer of the Association authorized by the Board of Directors, any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these Bylaws or by statute to some other officer or agent of the Association; and in general he shall perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time.

Section 7.06. Vice President. In the absence of the President or in the event of his inability or refusal to act, the Vice President (or in the event there be more than one Vice President, the Vice Presidents in order of their election) shall perform the duties of the President, and when so acting shall have all the powers of and be subject to all the restrictions on the President. Any Vice President shall perform such other duties as from time to time may be assigned to him by the President or Board of Directors.

Section 7.07. Treasurer. If required by the Board of Directors, the Treasurer shall give a bond for the faithful discharge of his duties in such sum and with such surety or sureties as the Board of Directors shall determine. He shall have charge and custody of and be responsible for all funds and securities of the Association; receive and give receipts for monies due and payable to the Association from any source whatsoever, and deposit all such monies in the name of the Association in such banks, trust companies, or other depositories as shall be selected in accordance with the provisions of Article VIII of these Bylaws; and in general perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him by the President or by the Board of Directors. Notwithstanding the foregoing, the duties of the Treasurer may be performed by a manager pursuant to a Management Agreement approved by the Board and entered into in accordance with Section 3.13 of the Declaration.

Section 7.08. Secretary. The Secretary shall keep the minutes of the meetings of the Members and of the Board of Directors in one or more books provided for that purpose; give, or cause to be given, all notices in accordance with the provisions of these Bylaws or as required by law; be custodian of the corporate records; keep, or cause to be kept, a register of the address of each Member which shall be furnished to the Secretary by each Member; and, in general, perform, or cause to be performed, all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him by the President or by the Board of Directors.

Section 7.09. Assistant Treasurers and Assistant Secretaries. If required by the Board of Directors, the Assistant Treasurers shall give bonds for the faithful discharge of their duties in such sums and with such sureties as the Board of Directors shall determine. The Assistant Treasurers and Assistant Secretaries in general shall perform such duties as shall be assigned to them by the Treasurer or the Secretary or by the President or the Board of Directors.

### ARTICLE VIII CONTRACTS, CHECKS, DEPOSITS, AND FUNDS

**Section 8.01. Authorization**. The Board of Directors may authorize any Officer or Officers, agent or agents of the Association, in addition to the Officers so authorized by these Bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Association. Such authority may be general or confined to specific instances.

**Section 8.02. Checks and Drafts.** All checks, drafts, or orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the Association shall be signed by such Officer or Officers, agent or agents of the Association and in such manner as shall from time to time be determined by resolution of the Board of Directors. In the absence of such determination by the Board of Directors, such instruments shall be signed by the Treasurer or an Assistant Treasurer and countersigned by the President or a Vice President of the Association.

**Section 8.03. Deposits**. All funds of the Association shall be deposited from time to time to the credit of the Association in such banks, trust companies, or other depositories as the Board of Directors may select.

Section 8.04. Gifts. The Board of Directors may accept on behalf of the Association any contribution, gift, bequest, or devise for the general purposes or for any special purpose of the Association.

#### ARTICLE IX BOOKS AND RECORDS

The Association shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its Members, Board of Directors, and committees having any of the authority of the Board of Directors, and shall keep at the registered or principal office a record of the names and addresses of the Members entitled to vote. All books and records of the Association may be inspected by any Member or his agent or attorney for any proper purpose by appointment during normal business hours, pursuant to any policy resolutions adopted by the Board of Directors. An advance written request outlining requested documents and the purpose for the request is required pursuant to Section 22.351 of the Texas Business Organizations Code.

### ARTICLE X FISCAL YEAR

The fiscal year of the Association shall begin on the first day of January and end on the last day of December in each year.

### ARTICLE XI AMENDMENTS TO BYLAWS

These Bylaws may be altered, amended, or repealed and new bylaws may be adopted by the Board of Directors of the Association.

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## ARTICLE XII CONFLICT WITH DECLARATION AND CERTIFICATE OF FORMATION

In the event anything contained in these Bylaws shall be determined to be in conflict with the provisions of the Declaration or Certificate of Formation, then the Declaration and the Certificate of Formation shall be controlling as to the actions of the Association, its Board of Directors and Members.

IN WITNESS WHEREOF, the undersigned, being the Board of Directors of the Association, do hereby execute these Bylaws effective as of the /5 day of January, 2007.

Date 1/5/67

Ernest S. Loeb

Date 1/15/01

Steve Becker

Date 1/15/07

Roland Ramirez

Ratur To:

Ryland Title Company 5353 W. Sam Hou. Pkwy. N Suite 100 Houston, Tx. 77041 ANY PROMISON HEREN WHICH RESTRICTS THE SILE RENTAL OR USE OF THE DESCREED MEAN PROPERTY BECAUSE OF COLOR OR RACE IS MANUE AND UNFORCE-SIZE UNDER RESERVAL LAW. THE STATE OF TEXAS COUNTY OF HARRIS LAWRENCE OF THE SIZE OF THE

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RECORDER'S MEMORANDUM:
At the time of recordation, this instrument was found to be inadequate for the best photographic reproduction because of illegibility, carbon or photo copy, discolored paper, etc. All blockouts additions and changes were present at the time the instrument was filed and recorded.