



CONSTITUTION AND BYLAWS OF
LAKE MANITOU ASSOCIATION, INC.
Rochester, Indiana

202001816

FILED FOR RECORD IN
FULTON COUNTY INDIANA
CINDY GOODMAN, RECORDER
07/09/2020 11:20:15AM

CONSTITUTION OF LAKE MANITOU ASSOCIATION INC.

REC FEE: \$25.00

PAGES: 6

Recorded as Presented

ARTICLE I - NAME

Section 1: The name of this organization shall be Lake Manitou Association Inc., hereinafter designated as the "Association".

ARTICLE II - PURPOSE

Section 1: The purpose of the Association is to promote further understanding of Lake Manitou and its watersheds; the ecosystem of which it is a part; and its protection, restoration and management.

ARTICLE III - OBJECTIVES

Section 1: The objectives of the Association are:

- To facilitate the exchange of information on all aspects of the proper management of Lake Manitou and its resources.
- To promote through education a public awareness of Lake Manitou's ecosystem.
- To encourage public support for national, state or local programs that promote the management of Lake Manitou.
- To identify needs and encourage research on the ecology and watershed management of Lake Manitou.
- To provide a forum for residents and others interested in Lake Manitou's preservation to express their concerns regarding lake management, and to act upon those concerns.

ARTICLE IV - MEMBERSHIP

Section 1: The membership of the Association shall consist of individual households and organizations whose interests are consistent with the objectives of the Association.

ARTICLE V - BOARD OF DIRECTORS

Section 1: The affairs of the Association shall be managed by the Board of Directors, hereinafter designated as the "Board", under such rules as the Board may determine, subject to the specific conditions of this Constitution and Bylaws.

Section 2: The Board shall consist of a maximum of thirteen (13) Directors to be elected by the membership of the Association. A Director must be a current paid member of the Association.

Section 3: Officers of the Board shall consist of President, Vice President, Secretary and Treasurer, all of whom shall be elected by the Board at its first meeting following the Annual Meeting.

Section 4: The Annual Meeting of the membership of the Association shall be held no later than July 1.

Section 5: Elected members of the Board must attend a minimum of two-thirds ($\frac{2}{3}$) of the scheduled Board meetings or may be replaced by the President of the Board.

ARTICLE VI - OFFICERS' DUTIES

Section 1: The President shall have general supervision of the affairs of the Association, shall preside at all meetings of the Board, shall appoint members of all committees, and shall serve as ex-officio member of all committees. The President shall sign all contracts approved by the Board of Directors, and shall perform such other duties as may be assigned by the Board.

Section 2: The Vice President shall assist the President and preside at all meetings of the Board in the absence of the President. He/She shall act as President in the event of the resignation of the President and shall perform such other duties as may be assigned by the Board. The Vice President shall also serve as Parliamentarian and ensure that all member and Board meetings are conducted according to "Robert's Rules of Order", and according to the Bylaws.

Section 3: The Secretary shall prepare minutes of all meetings of the Association, and perform such other duties as may be designated by the Board.

Section 4: The Treasurer shall maintain an accurate list of members of the Association; in addition he/she shall be responsible for the financial affairs of the Association by receiving all funds paid to the Association and paying all bills incurred by it, as authorized by the Board. He/She shall make a report at the Annual Meeting of the membership of the Association on the financial affairs of the Association, as well as at the regular meetings of the Board. The Treasurer of the Association shall be bonded and such bond shall be paid by the Association. He/She shall perform other such duties as may be assigned by the Board.

ARTICLE VII - AMENDMENTS

Section 1: Amendments to this Constitution may be proposed by a majority of the Board, or by *written petition of at least ten (10) percent of the members of the Association.*

Section 2: Proposed amendments shall be submitted to the entire membership at least thirty (30) days before the date of the Annual Meeting of the Association.

Section 3: Amendments may be adopted by two-thirds ($\frac{2}{3}$) vote of the membership present and voting on written ballots at the Annual Meeting.

BYLAWS OF LAKE MANITOU ASSOCIATION INC.

ARTICLE I - ACTIVITIES

Section 1: The Association will endeavor to undertake the organization and direction of all activities that will promote the proper utilization of Lake Manitou's resources. In addition, the Association will seek means to achieve and preserve improvement of the water quality of the lake.

ARTICLE II - MEMBERSHIP CATEGORIES

Section 1: The Association is open to all individuals and organizations which share a common commitment to the improvement and preservation of Lake Manitou's environment. Each member, whether an individual household or an organization, shall be entitled to one (1) vote at the Annual Meeting upon payment of dues, the amounts of which shall be established by the Board of Directors along with dues term and schedule of payment.

ARTICLE III - MEETINGS OF THE BOARD

Section 1: The Board of Directors shall meet at least quarterly, or on additional call by the President. At Board meetings, a quorum shall consist of a majority of Board members.

ARTICLE IV - RULES OF ORDER

Section 1: All meetings of the Association and of the Board shall be conducted in accordance with the latest edition of "Robert's Rules of Order".

ARTICLE V - COMMITTEES

Section 1: Standing Committees of the Association shall be Nominating Committee, Budget and Finance Committee, Publicity Committee, Membership/Fundraising Committee, and other such committees as the board may see fit to establish. The Board also may establish such ad hoc committees as may be needed to accomplish specific tasks of the Association.

ARTICLE VI - NOMINATIONS AND ELECTIONS

Section 1: Nominations for Directors for the following year shall be made by the Nominating Committee before the Annual Meeting of the membership of the Association. The Board shall approve nominations for presentation to the membership.

Section 2: Directors shall be elected by the majority vote of all members of the Association attending the Annual Meeting. Nominations for Directors can be made from the floor of the Annual Meeting by members.

Section 3: The term of Directors shall be for three (3) years, but staggered so that only one-third ($\frac{1}{3}$) are to be elected yearly.

Section 4: The term of Officers shall be for one (1) year, or until their successors are elected and qualified. Directors' terms are as stated in the Bylaws, or until their successors are elected and qualified.

ARTICLE VII - VACANCIES

Section 1: The President shall fill any vacancies on the Board of Directors by appointment.

ARTICLE VIII - COMPENSATION

Section 1: The Board and Officers shall serve without pay.

ARTICLE IX - FISCAL YEAR

Section 1: The fiscal year of the Association shall be the calendar year.

ARTICLE X: NON-PROFIT STATUS

Section 1: The Association shall be organized as a non-profit corporation in accordance with the appropriate state and federal laws.

ARTICLE XI - AMENDMENTS

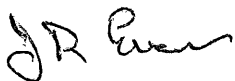
Section 1: The Bylaws may be amended by two-thirds ($\frac{2}{3}$) of the members present and voting at the Annual Meeting of the Association, if notice of the Bylaw amendment(s) was provided at least thirty (30) days prior to the Annual Meeting. A majority of those present and voting shall be required to adopt amendments.

ARTICLE XII - BYLAW REVIEW

Section 1: The Bylaws shall be reviewed annually by a committee appointed by the President no later than 120 days prior to the Annual Meeting.

Amended per vote at Annual Meeting on June 29, 2019.

Prepared by: Jennifer Wilcox



[Signature]
David Heyde, President

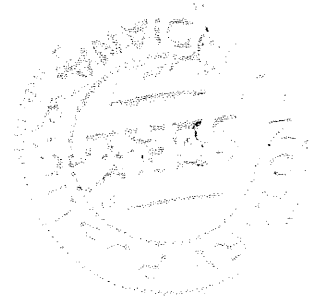
State of Indiana
County of FULTON

I, ANGELA M-CLELLAN, a Notary Public, hereby certify that DAVID HEYDE (Name of Signer), whose name is signed to the foregoing instrument or conveyance, and who is known to me, acknowledged before me on this day that, being informed of the contents of the conveyance, he/she/they executed the same voluntarily on the day the same bears date.

Given under my hand this the 9 day of JULY, 2020.

[Signature]
Signature of Notary Public

(Seal, if any)



ANGELA M-CLELLAN
Printed Name of Notary

My Commission Expires: 5-18-27

[Signature]
Wayne Holleman, Vice President

State of Indiana
County of FULTON

I, ANGELA M-CLELLAN, a Notary Public, hereby certify that WAYNE HOLLEMAN (Name of Signer), whose name is signed to the foregoing instrument or conveyance, and who is known to me, acknowledged before me on this day that, being informed of the contents of the conveyance, he/she/they executed the same voluntarily on the day the same bears date.

Given under my hand this the 9 day of JULY, 2020.

[Signature]
Signature of Notary Public

(Seal, if any)



ANGELA M-CLELLAN
Printed Name of Notary

My Commission Expires: 5-18-27

I affirm under the penalties for perjury, that I have taken reasonable care to redact each Social Security number in this document, unless required by law.

JAMES R. EWEN

Jim Ewen
Jim Ewen, Secretary

State of Indiana
County of FULTON

I, ANGELA M-CLELLAN, a Notary Public, hereby certify that JIM EWEN (Name of Signer), whose name is signed to the foregoing instrument or conveyance, and who is known to me, acknowledged before me on this day that, being informed of the contents of the conveyance, he/she/they executed the same voluntarily on the day the same bears date.

Given under my hand this the 9 day of JULY, 2020.

Angela M-Clellan
Signature of Notary Public

(Seal, if any)

ANGELA M-CLELLAN
Printed Name of Notary

My Commission Expires: 5-18-27

Naketta McBee
Naketta McBee, Treasurer

State of Indiana
County of FULTON

I, ANGELA M-CLELLAN, a Notary Public, hereby certify that NAKETTA M-CBEE (Name of Signer), whose name is signed to the foregoing instrument or conveyance, and who is known to me, acknowledged before me on this day that, being informed of the contents of the conveyance, he/she/they executed the same voluntarily on the day the same bears date.

Given under my hand this the 9 day of JULY, 2020.

Angela M-Clellan
Signature of Notary Public

(Seal, if any)

ANGELA M-CLELLAN
Printed Name of Notary

My Commission Expires: 5-18-27