

BY-LAWS
OF THE
ASHTON WOODS CONDOMINIUM ASSOCIATION, INC
(A NOT-FOR-PROFIT CORPORATION)
AS OF 10/1/2015

ARTICLE I ORGANIZATION

1. The name of the organization shall be the Ashton Woods condominium Association, Inc.
2. The organization may, at its pleasure by a vote of the membership body, change its name.
3. The organization may design, develop, create, and promulgate a seal or logo, which will be added to these by-laws as an appendix item. Variations of the logo are permitted for specialized uses, such as booth banners, branding on the World Wide Web, or stationery, with the consent and approval of the Board of Directors.

ARTICLE II PURPOSE

1. The purpose of the Ashton Woods Condominium Association's By-Laws is to further the purpose of the "Declaration of Condominium For Ashton Woods Condominiums" which document was included with the deed of ownership at the time of unit purchase, and
2. To maintain and/or improve the desirability of the Ashton Woods development as a home and as an investment for the owners.

ARTICLE III STATUS AND LIMITATIONS

To carry out the purpose of the Association and to make effective representations on behalf of its members, the Association shall be organized as a non-profit, non-stock corporation.

1. No asset of the Association shall benefit any officer or member.
2. The Association shall not participate in any partisan political activity.

3. The fiscal year of the association shall commence on January 1 of each year, and terminate on December 31 of the same year.

ARTICLE IV MEMBERSHIP

1. Open Membership Policy

The Association shall be open to membership of all owners of Ashton Woods Condominiums.

2. Voting Rights

Each condominium unit shall have one vote in the business of the association. The vote is to be exercised only by the owner, unless the Executive Committee shall have received a statement by the owner appointing a proxy.

ARTICLE V ASSESSMENTS

1. The Association shall set the amount of a monthly assessment, per unit, to meet common expenses and to provide for needed maintenance at present and in the future.

2. Timely payments of assessments must be made in order to maintain voting rights in the Associations affairs. Arrears of over 15 days shall be deemed "untimely" and a \$20.00 late fee shall be assessed. Owners in arrears of more than 15 days shall not be permitted to vote on association matters until dues payments are current.

3. The Association may, from time to time, asses each unit a specific amount needed for a specific purpose. Any such assessment shall be approved by the vote of the membership (as set forth in Article VI, Section 6.)

4. The monthly assessment is currently \$115.00 per unit per month.

5. Owners who rent or lease their units shall be charged a annual fee as determined by the association at the October meeting for the next year. The fee will be due by the 15th of January for units rented or leased as of January 1 of that year. Any unit leased after January 1 the fee will be due 15 days after unit is leased or rented.

ARTICLE VI MEETINGS

1. Regular Meetings

Regular Quarterly meetings shall be held in accordance with a schedule prescribed by the Executive Committee. Meetings days and times may be adjusted as necessary upon notice to members from the Secretary. Other meetings may be called by the Executive committee when deemed in the best interests of the association.

2. Special Meetings

Special meeting may be called by the Executive Committee, when deemed needed. Notices of such meetings shall be given to all members at their addresses that appear in the membership roll book at least ten(10)days before the scheduled date set for such special meeting. Such notice shall state the reason such meeting has been called; the business to be transacted at such meeting, and by whom it was called.

3. Quorum The presence of two(2) officers and three(3) owners shall constitute a quorum and shall be necessary to conduct the business of the Association. A quorum count will be made before a vote on any matter before the Association is taken.

4. Informational Meetings and Social Events

The Association may sponsor a variety of meetings and events designed to provide educational, or social opportunities for its members and their guests. It may also sponsor fund-raising activities. If business is to be conducted at such events, the notice requirement for special meetings must be met. Owners/renters/leasers may use the clubhouse grounds after proper scheduling a specific time and date. Those scheduled will be given a key to the clubhouse and will be responsible for cleaning the clubhouse and bathrooms. Any damage to the above will be the responsibility of the owner/renter who

were using the areas at the time of the damage.

5. Procedure

Roberts Rules of Order, in the current revised edition, shall be in force at the meetings of the Association, of the Executive Committee, and of any Association Committee unless otherwise required by the State of Georgia Statutes or these By-Laws. Non members of the Association may be recognized to speak at Association functions at the discretion of the presiding officer who shall serve as Parliamentarian.

6. Voting

At all meetings, except for the election of officers, all votes shall be by voice or by a show of hands. For election of officers, ballots shall be provided and there shall not appear any place on such ballot that might lend to indicate the person who cast such ballot. At any regular or special meeting, if a majority so requires, any question or motion may be voted upon in the manner and style provided for election of officers. For all votes by ballot, the chairman of such meeting shall, prior to the commencement of balloting, appoint a committee of two members who shall act as "Inspectors of Election" and who shall, at the conclusion of such balloting certify in writing to the Chairman the results. The certified copy shall be physically affixed to the minutes of that meeting. No inspector of election shall be a candidate for office. For all votes, a quorum shall be present. All votes shall be decided by a simple majority.

ARTOCLE VII Oder of Business

Agenda for meetings shall follow the following general outline. However/ variations are permitted depending on the primary focus/ of individual meetings.

1. Meeting call to order
2. Reading and acceptance or corrections of minutes of the previous meetings.
3. Approval of previous quarter financial report.
4. Report of officers.
5. Old business

6. New business
7. Adjournment of the meeting

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ARTICLE VIII Executive Committee

1. The business of this Association shall be managed by the executive Committee consisting of the elected officers of the Association. All officers shall be owners of the Ashton Woods condominium development .

2. The President of the Association by virtue of his office, will be the chairman of the Executive committee.

3. Each officer shall have one vote, and such votes may not be by proxy.

4. The Executive Committee may make such rules and regulations covering its meetings as it may in its discretion determine to be necessary.

5. Subject to these by-laws and the aforementioned "Declaration of Condominium for Ashton Woods Condominium for Ashton Woods Condominiums," the Executive Committee shall have authority over the activities and assets of the Association. The Executive Committee is the Association's "BOARD OF DIRECTORS" as set forth in the above Declaration.

6. President, Vice President, Secretary, and Treasurer are elected for one year terms, to expire December 31 unless re-elected. Election of these officers shall be at the fourth quarter yearly meeting, or at a special meeting called for the purpose of electing officers for the following year. Notice of elections shall be sent to all members prior to the meeting. Election results will be distributed to all members after the election.

7. Meetings of the Executive Committee shall be held at places, dates, and times established by the committee.

8. Officers shall not be compensated for their time and effort. The committee may authorize officers, committee chairpersons, or members to be reimbursed for actual and necessary expenses incurred while on necessary approved , Association business.

ARTICLE IX OFFICERS

1. President

The President shall preside over all membership meetings and Executive Committee meetings. The President shall represent the Association in the administration of its day-to-day affairs. The

President shall appoint all Committee Chairpersons, and shall serve as an ex-officio member of all committees.

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The President shall present an annual report of the work of the Association and shall see that all books, reports, and certificates required by law are properly kept on file. The President shall be one of the officers who may sign any checks or bankdrafts of the Association. The President shall have such powers as may be reasonably construed as belonging to the chief executive of any organization.

2. Vice-President

The Vice-President shall assume the duties of the President should that office become vacant, and shall preside at meetings in the absence of the President. In the event of the absence or inability of the President to exercise that office, the Vice-President shall become acting President of the Association with all the rights, privileges, and power as of he/she

3. Treasurer

The treasurer shall maintain the financial records of the Association. The Treasurer shall prepare an annual financial statement and shall be responsible for presentation of a proposed budget to the membership. The Treasurer shall have care and custody of all monies or securities. The Treasurer must be one of the officers to sign checks or drafts of the organization. There shall be no special funds set aside that shall make it unnecessary for the Treasurer to sign the checks issued upon it.

The Treasurer shall obtain an annual audit or other outside review of the financial records of the Association, and make such audit or review available to the membership.

The Treasurer shall exercise all duties appropriate to the office of the Treasurer.

4. Secretary

The Secretary shall maintain the official records of the

Association as well as any business records archives. The Secretary shall record and distribute minutes of all meetings, and shall maintain current record of the names and addresses of members entitled to vote, and shall notify all such members of meetings and events.

The Secretary shall present to the Executive Committee and the membership at any meeting any communication addressed to the Secretary of the Association. The Secretary shall attend to all correspondence of the organization and shall exercise all duties incident to the office of the Secretary.

5. Terms of Office

Officers will serve a term of one year, and may be re-elected to the same office.

6. Miscellaneous

No officer shall for reason of their office be entitled to receive any salary or compensation, but nothing herein shall be constructed to prevent an officer or director from receiving any compensation from the organization for duties other than as an officer.

ARTICLE X SALARIES

The Executive Committee shall hire and fix the compensation of any and all employees which they may deem necessary for the conduct of the business of the Association.

ARTICLE XI COMMITTEES

All Committees of this Association shall be established by the Executive Committee. That Committee shall appoint Committee Chairmen for a period of one year.

Standing Committee

1. Pool Committee. To oversee maintenance, upkeep, and use of the swimming pool.

2. Grounds Committee, to oversee the establishment and maintenance of the grounds, vegetation, and general attractiveness.

3. Community Building Committee, to oversee the maintenance, furnishing, cleanliness, and use of the community building. This Committee will set rules for rental of the building to members for special occasions, etc.

Other Committees

The President may appoint such other Committees as are deemed necessary to support the efforts of the Association. Such Committees may be temporary, ad-hock, or permanent, such as: By-Law, Incorporation, 502(c)(3), and so forth.

ARTICLE XII AMENDMENTS

These By-Laws may be altered, repealed, or added to by an affirmative vote of a majority of members present at a meeting, as set forth in Article VI, Section 6 of these by-laws.

CERTIFICATION

These By-Laws were adopted by votes of yes () and no() at the Association meeting on this day of , 201 .

SIGNED AS FOLLOWS:

President _____ Date _____

Vice President _____ Date _____

Secretary _____ Date _____

Treasurer _____ Date _____

In furtherance of the "Declarations of the Condominium For Ashton Woods Condominium" as aforementioned in these By-Laws, this summary of restrictions, prescriptive activities, constraints, and requirements, this list is promulgated.

A. SWIMMING POOL

1. Visitors to the pool must be accompanied by a resident of Ashton Wood Condominiums.
2. No pets are allowed in the pool area.
3. Children under the age of 14 must be accompanied by a responsible adult when in the pool area'
4. Running, horse-play, or other activities that could result in injury to ones self or to injury to another pool user is forbidden.
5. Smoking is not allowed in the pool area.
6. Glass containers or glass bottles are not allowed in the pool area.
7. Profanity or inappropriate language is not allowed in the pool area or any other common area of Ashton Woods Condominiums.
8. Display of inappropriate affection is not allowed at the pool or any other common area of Ashton Woods Condominiums.
9. Diving is not allowed in the pool.
10. Babies in diapers must have on swimmers

Pool users will be expected to clean up after themselves, putting garbage or trash in the containers provided, taking all belongings with them when they leave the pool area, returning chairs and lounges to where they were before they were used, turning off lights and fans, and putting umbrellas down.

B. CLUB HOUSE

1. The Club House may be reserved by any tenant for use in family or other personal gatherings.
2. Gatherings should be respectful of surrounding tenants.
3. Users are responsible for any cleaning or repairs that might become necessary as a result of the use.
4. Swimming pool is not included in the reservation of the Club House

for a private function by a resident.

5. When the Club House is reserved for a resident's private function, the
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related parking spaces are also for that residents use during the function.

6. Clean-up must be done ASAP but no later than 24 hours after the conclusion of the function.

C. PARKING

Owners/renters/leasers of any unit should on a consistent basis park vehicles associated to that specific unit in either the garage or driveway of the unit. Vehicles should NOT be parked on the street. Obviously short-term visitors are excluded.