

OCEAN GROVE HOME OWNERS ASSOCIATION, INC.

Organized 1953

Incorporated 1987

BYLAWS

The organization and procedures for achieving the purposes of the Ocean Grove Home Owners Association, Inc. {hereinafter referred to as the Home Owners Association} shall be defined in accordance with the terms of its Certificate of Incorporation and its Bylaws, as revised.

ARTICLE 1 **MEMBERSHIP**

- A. Any home owner in Ocean Grove shall be eligible for membership.
- B. Application for membership shall be submitted to any Officer or Trustee of the Home Owners Association for acceptance, along with a check for the yearly dues which will not be prorated.
- C. Upon acceptance of the membership application and payment of dues in accordance with ARTICLE 6, the applicant becomes a member in good standing.
- D. Members must pay the established dues by June 1st of the membership year in order to vote in that year's election of officers and members of the board of trustees. The membership year coincides with the fiscal year which begins on January 1st and ends on December 31st.
- E. Any member delinquent in payment of dues shall not be considered as a member in good standing.

ARTICLE 2 **BOARD OF TRUSTEES**

The Board of Trustees of the Home Owners Association shall consist of the following: President, Vice-President, Secretary, Treasurer, immediate past President residing in Ocean Grove, and five elected members.

ARTICLE 3 **MEETINGS**

- A. The Board of Trustees shall meet in June before the June general membership meeting, or at the call of the President, or by a majority vote of the Board of Trustees.
- B. General membership meetings shall be held on the 4th Saturday of every month except when the 4th Saturday is on a holiday weekend, at which time an alternate date will be scheduled.
- C. All general meetings shall be publicized in local newspapers.
- D. Only those members in good standing who are present at the general meeting are eligible to vote on any issues brought to the floor for a vote.
- E. A quorum of the general membership, for the purpose of voting, shall consist of 40 members in good standing. A majority of the quorum shall decide all matters brought for a vote.
- F. A quorum of the Board of Trustees and Officers for the purpose of voting shall consist of six. A majority of the quorum shall decide the vote
- G. Special meetings may be called by the President of the Board of Trustees with a reasonable notice to the membership.e.

ARTICLE 4
ELECTIONS

- A. All Officers and Trustees, elected or appointed, must be members in good standing of the Home Owners Association
- B. Election of all Officers and Trustees whose terms are due to expire shall be by membership vote at the July meeting.
- C. Nominations will be made from the floor by the membership at the June meeting.
- D. The five elected Trustees shall be elected for a term of four years with two members being elected every two years, with the odd Trustee being elected for a five-year term, being elected in an off-year election.
- E. All Officers shall be elected for a two-year term (President, Vice-President, Secretary and Treasurer). The President and Vice-President shall not be nominated to succeed themselves more than once.
- F. Only members who have paid their dues by June 1st of the membership year are eligible to vote in that year's election of officers and/or trustees.
- G. Should a vacancy occur in the office of Vice-President, Secretary, Treasurer, or an elected Trustee, the President shall appoint a temporary replacement, with the approval of the Board of Trustees.

ARTICLE 5
DUTIES

- A. The Board of Trustees shall meet to plan the business and activities of the Home Owners Association.
- B. The Trustees shall see that the Association objectives and duties performed by all Officers are observed. They also have the power to request the resignation of any Officer, providing such action is approved by the general membership.
- C. The Board of Trustees shall be responsible for all property of the Home Owners Association. A yearly report to the membership shall be submitted to the membership at the end of the fiscal year.
- D. The President shall preside at all meetings.
- E. The Vice-President shall assume all duties of the President in his or her absence and shall assist in every way.
- F. The Secretary shall keep a permanent record of all meetings of the Home Owners Association. The Secretary shall have the right to appoint an assistant.
- G. The Treasurer, under the direction of the President or the Board of Trustees, shall have, unless otherwise provided for, general custody of the funds, securities and other valuable effects of the Home Owners Association. All of the Treasurer's books, accounts, and records shall be the property of the Home Owners Association. The Treasurer is authorized to open such accounts in a bank or depository as the Trustees may direct. All checks must be signed by the Treasurer and, if in excess of \$100, by an authorized Trustee. The Treasurer shall provide, for purposes of control and planning, all necessary financial information to the President and the Trustees when required.
- H. The President, or designee, shall keep names and addresses of all members, receive all dues, and turn all monies over to the Treasurer.

ARTICLE 6
DUES

- A. The amount of the dues for membership shall be established by the Board of Trustees 30 days prior to the beginning of the next fiscal year.
- B. The amount of the dues shall be presented to the membership for approval.

ARTICLE 7
AMENDMENTS

Any change to the Bylaws shall be made with the approval of the membership. Such amendments must first be approved by the Board of Trustees, and read at one general membership meeting, and acted upon at the next general membership meeting.

ARTICLE 8
SUGGESTED ORDER OF BUSINESS

(1) Invocation; (2) Pledge of Allegiance; (3) Roll call of Officers; (4) Secretary's report; (5) Treasurer's report; (6) Reports of committees, if any; (7) Unfinished business; (8) New business; (9) Adjournment.

ARTICLE 9
COMMITTEES

The President may appoint committees as necessary and shall dismiss such committees when required.

ARTICLE 10
RULES

- A. Roberts Rules of Order (Revised) shall be the authority for parliamentary procedure in all matters.
- B. The President shall appoint the Parliamentarian.

CERTIFICATE OF INCORPORATION BY A NONPROFIT CORPORATION

This is to certify that there is hereby organized a corporation under, and by virtue of, the New Jersey Nonprofit Corporation Act, N.J.S.A. 15A:2-8, and to further certify that :

ARTICLE 1

- a. The name of the Corporation is: The Ocean Grove Home Owners Association, Inc.
- b. The existence of the Corporation shall be perpetual.
- c. The principal office of the Corporation will be located at: 35 Pilgrim Pathway, Post Office Box 404, Ocean Grove, New Jersey 07756.

ARTICLE 2

The purposes for which the Corporation is formed and the business and objectives to be carried out and promoted by it are as follows :

- a. To work for the improvement of cultural, civic, and environmental conditions in Ocean Grove.
- b. To promote, encourage, and provide social and friendly intercourse among its members and between the residents of Ocean Grove.
- c. To promote the study of problems of the residents of Ocean Grove, stimulating attention to those problems on the part of others, and to hold meetings and discussions with respect to same.

- d. To enable the members to gather together for mutual benefit and enjoyment, and to promote activities of a civic and social nature.

ARTICLE 3

The number of trustees shall be five and shall be elected from the membership of the Corporation. The trustees of the Corporation must, at all times, be members of the Corporation. The original trustees selected for the first year of the Corporation's existence are set forth below:

- 1- Kevin Chambers, 15 Ocean Pathway, Ocean Grove, N.J. 07756
- 2- Florence Lee, 65 Embury Avenue, Ocean Grove, N.J. 07756
- 3- Malcolm Mayhew, 68 Mt. Hermon Way, Ocean Grove, N.J. 07756
- 4- George A. Doolittle, 113 Franklin Avenue, Ocean Grove, N.J. 07756
- 5- Marita Sands, 69 Embury Avenue, Ocean Grove, N.J. 07756

ARTICLE 4

In the event of a liquidation, dissolution, termination, or winding up of the Corporation, whether voluntary, involuntary, or by operation of law, none of the property or assets of the Corporation shall be made available or conveyed to any individual for less than fair market value of such property, or the Board of Trustees may distribute said assets to such organization or organizations which qualify under section 501-c-6 of the United States Internal Revenue Code, that such board may deem appropriate. Any of such assets not so distributed shall be distributed by any court of the State of New Jersey, having jurisdiction, to such organization or organizations referred to in the preceding sentence as such court may in its discretion select.

ARTICLE 5

The rules and regulations concerning qualifications for membership and for the election of Officers shall be set forth in the Bylaws of the Corporation. IN WITNESS WHEREOF, each individual incorporator being over eighteen years of age has signed this Certificate, or if the incorporator be a Corporation has caused this Certificate to be signed by its duly authorized Officers this July 24, 1987.