
**FIRST RESTATED BYLAWS OF
GLENBROOK HOMEOWNERS' ASSOCIATION**

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**FIRST RESTATED BYLAWS OF
GLENBROOK HOMEOWNERS' ASSOCIATION**

ARTICLE 1: RECITALS AND DEFINITIONS.

Section 1.1. Name of Association. The name of this corporation is Glenbrook Homeowners' Association and will be referred to herein as the "Association."

Section 1.2. Definitions.

(a) Member in Good Standing. "Member in Good Standing" means a Member of the Association who is current in the payment of all dues, assessments, fines, penalties and other charges imposed in accordance with the Governing Documents and who is in compliance with all of the provisions of the Governing Documents (*i.e.*, not being disciplined under Article 16 of the Declaration for Governing Documents violations). A "Member in Good Standing" is a "Member eligible to vote" for purposes of these Bylaws.

The Association is not obligated to conduct a hearing in order to suspend a Member's voting privileges on the basis of the nonpayment (delinquency) of assessments. Suspension of a Member's voting privileges for nonpayment of assessments will take effect automatically as soon as the Member becomes delinquent (*See* Section 5.9 of the Declaration). Notification of delinquency (in compliance with Section 5.9 of the Declaration) will be deemed to be notice to the Member of the suspension of the Member's voting rights.

(b) Voting Power. The term "Voting Power" means those Members who are eligible to vote for the election of Directors or with respect to any other matter, issue, or proposal properly presented to the Members for approval at the time any determination of Voting Power is made.

(c) Definitions Incorporated by Reference. All terms used herein that are defined in the Declaration will have the same meaning when used herein unless the context clearly indicates a contrary intention.

ARTICLE 2: PRINCIPAL OFFICE.

Section 2.1. Location of Principal Office. The principal office of the Association will be located at such place within Douglas County as the Board may from time to time designate by resolution and will be the primary location for the housing and storage of the Association's corporate records and important documentation.

ARTICLE 3: MEMBERSHIP AND MEMBERSHIP RIGHTS.

Section 3.1. Members of the Association. Every Owner of a Lot within the Development is a Member of the Association. Only Owners of Record of a Lot within the Development may be Members.

Membership in the Association is appurtenant to, and may not be separated from, ownership of any Lot. Membership in the Association will not be transferred, encumbered, pledged, alienated or hypothecated in any way, except upon the transfer or encumbrance of the Lot to which it is appurtenant and then only to the transferee or mortgagee, as the case may be, of such Lot. Any attempt to make a prohibited transfer is void.

Section 3.2. Term of Membership. Upon becoming the Owner of a Lot, each Owner will automatically be a Member of the Association and will remain a Member until such time as the ownership of the Lot ceases for any reason. The Owner's Membership interest appurtenant to the Lot will automatically transfer to the Lot's new Owner(s) upon the sale, conveyance or other transfer of an Owner's interest in a Lot.

Section 3.3. Multiple Ownership of Lots. Ownership of a Lot will give rise to a single Membership vote in the Association. Accordingly, if more than one person owns a Lot, all of these persons will be deemed to be one Member for voting purposes, although all such Owners will have equal rights (as Members) to use and enjoy the Common Elements and Common Facilities.

The Secretary will be notified in writing of the Owner designated by their Co-Owners as having the sole right to vote the Membership on their behalf. If no such notification is received, the secretary may accept the vote of any Owner of Record or proxy holder of such an Owner as the vote attributable to the Lot in question. If any Owner casts a vote representing a certain Lot, it will thereafter be conclusively presumed for all purposes that such Owner was acting with the authority and consent of the other Owners of that Lot.

If joint-Owners are unable to agree among themselves as to how their vote or votes are to be cast, they will lose their right to vote on the matter in question. If multiple Owners of a Lot attempt to vote the Membership attributable to the Lot in an inconsistent fashion, the Secretary or other person or persons designated as inspectors of election by the Board may refuse to count any ballot pertaining to that Lot.

Section 3.4. Furnishing Evidence of Membership. A Person will be entitled to exercise the rights of a Member once the Secretary has received notice in writing, including a certified copy of a deed filed with the County Recorder or an effective policy of title insurance, at the Association's annual meeting or at the Association's designated mailing address that the person is qualified to be a Member as set forth in Section 3.1, above.

Section 3.5. Right to Use and Enjoyment of Common Elements by Members and Members' Families. Subject to the provisions of the Governing Documents, a Member and the individuals of a Member's Family who reside in the respective Member's Lot may use the Common Elements.

ARTICLE 4: MEMBERSHIP VOTING.

Section 4.1. Single Class of Membership. The Association will have one class of voting Membership.

Section 4.2. Member Voting Rights. On each matter submitted to a vote of the Members, whether at a meeting of the Membership called and held pursuant to the provisions of these Bylaws or otherwise, each Member will be entitled to cast one vote for each Lot owned by such Member (subject to limitations found in Section 4.3, below). Single Memberships in which two (2) or more persons have an indivisible interest will be voted as provided in Section 3.3, above.

Section 4.3. Eligibility To Vote. Only Members in Good Standing will be entitled to vote on any issue or matter presented to the Members for approval. In order to be in good standing, a Member must be current in the payment of all assessments levied against the Member's Lot and not be subject to any suspension of voting privileges as a result of any disciplinary proceeding conducted in accordance with the Declaration (*See* Section 1.2(a), above, and Section 15.6 of the Declaration).

A Member's good standing will be determined as of the record date established in accordance with Section 5.8. A Member who owns more than one Lot will be ineligible to vote with respect to any Lot that is delinquent or for which he is not a Member in Good Standing.

Section 4.4. Manner of Casting Votes.

(a) Voting during Membership Meetings. Voting at any Membership meeting may be by voice, show of hands or by written ballot (either pursuant to Section 4.6, below, or a written ballot distributed to Members at a meeting for purposes of conducting a vote of the Members at such meeting), provided that any election of Directors must be conducted by secret written ballot. The vote on any other issue at a meeting of the Members will be conducted by secret written ballot when determined by the chairman of the meeting, in their discretion.

(b) Voting by Written Ballot. In addition to voting in person or by proxy at a meeting (as specified in subsection (a), above), Members' votes may be solicited by written ballot (in accordance with Section 4.6, below) with respect to any issue, provided that any election of Directors must be conducted by secret written ballot.

(c) Proxy Voting. Members otherwise eligible to vote at a meeting may do so in person or by proxy issued as provided in Section 4.5, subject to subsection (a), above.

(d) Cumulative Voting. Cumulative voting is not permitted.

Section 4.5. Proxies.

(a) Proxies Generally. Any Member entitled to vote at any Members' meeting may do so either in person or by a written proxy. However, a vote may not be cast by proxy for the election or removal of a Director.

(b) Effectiveness of Proxies. Any proxy may be for a term not to exceed eleven (11) months from the date of issuance. The dates on the proxies presumptively determine the order of execution (and respective validity), regardless of the postmarks shown on the envelopes in which the proxies may have been mailed. A proxy is terminated immediately after the conclusion of a meeting for which it is executed.

(c) Revocation of Proxies. An Owner may revoke a proxy only by actual notice of revocation to the person presiding over a meeting of the Association.

(d) Proxyholder and Voting of Proxies. An Owner may give a proxy only to a member of his immediate family, a tenant of the Owner who resides in the Development, or another Owner who resides in the Development. The authorized proxyholder will vote each proxy it holds strictly in accordance with the provisions of this section and the directions, if any, set forth by the Member on the Member's proxy form.

(e) Contents and Form of Proxy. A proxy is void if:

(i) It is not dated or purports to be revocable without notice;

(ii) It does not designate the meeting for which it is executed;

(iii) It does not designate each specific item on the agenda of the meeting for which the Owner has executed the proxy, except that the Owner may execute the proxy without designating any specific items on the agenda of the meeting if the proxy is to be used solely for determining whether a quorum is present for the meeting. If the proxy designates one or more specific items on the agenda of the meeting for which the Owner has executed the proxy, the proxy must indicate, for each specific item designated in the proxy, whether the holder of the proxy must cast a vote in the affirmative or the negative on behalf of the Owner. If the proxy does not indicate whether the holder of the proxy must cast a vote in the affirmative or the negative for a particular item on the agenda of the meeting, the proxy must be treated, with regard to that particular item, as if the Owner were present but not voting on that particular item.

(iv) The holder of the proxy does not disclose at the beginning of the meeting for which the proxy is executed the number of proxies pursuant to which he will be casting votes and the voting instructions received for each proxy.

A proxy terminates immediately after the conclusion of the meeting for which it was executed. A vote may not be cast pursuant to a proxy for the election of a Director.

Proxies that do not comply with the above requirements will not count toward any vote and/or towards establishing a quorum.

(f) Use of Proxy to Establish Quorum. Subject to Section 4.3 and subsection (e), above, all proxies received by the Association may be counted for purposes of establishing a quorum at the meeting for which the proxy has been issued, regardless of whether the Member has indicated a voting preference on any matter described in the proxy.

(g) No Proxy Voting in Connection with "Written Ballots without a Meeting". Where Members' votes are solicited pursuant to Section 4.6, below, proxy voting will not be allowed on those matters that are set forth on the written ballot. Where Members' votes are solicited by proxy and noticed Member Meeting, the mailed written ballot procedures under Section 4.6, below, will not be allowed on those matters set forth on the proxy form. This subsection (g) does not prevent or limit the use of a written ballot distributed to Members at a meeting for purposes of conducting a vote of the Members at such meeting.

(h) Proxy Rights Strictly Limited. The proxy rights of Members will be strictly limited to the rights specified in this Section 4.5.

Section 4.6. Action by Written Ballot Without a Meeting.

(a) Definition of Written Ballot. A "written ballot" for purposes of this Section 4.6 (and only Section 4.6) is a ballot that is mailed or otherwise distributed to every Member entitled to vote on the matter and that complies with the requirements of this Section 4.6. For purposes of Section 4.6 (and Section 4.6 only), the term "written ballot" does not include a ballot distributed to Members at a meeting for purposes of conducting a vote of the Members at such meeting.

(b) Written Ballots Generally. Any matter requiring the vote of the Members may be submitted to the Members for approval by written ballot without the necessity of calling a meeting of the Members, as long as the requirements for action by written ballot set forth in this Section 4.6 are satisfied. The determination to seek Member approval for Association action in this fashion will be made by a majority vote of the Board. Once the determination is made to seek Member approval by written ballot, the Board will establish a record date (*See* Section 5.8(a)(iii)) for purposes of determining those Members eligible to cast written ballots.

(c) Balloting Time Requirements.

(i) Distribution. In the case of any matter or issue submitted to the Members for approval by written ballot, the Board will distribute the written ballot to every Member entitled to vote on the matter at least twenty (15) days, but not more than sixty (60) days, prior to the final date the written ballots are to be received to be counted. For ballots for Director elections, the culmination of the balloting period will be the date of the annual or special Membership meeting.

(ii) Extension of the Balloting Period. The time fixed for the return of written ballots may be extended only if the Board so notifies the Members in the balloting materials originally sent to Members. Notwithstanding the foregoing, if a meeting is scheduled and adjourned without concluding the election process, the time fixed for the return of written ballots will be extended to the date the adjourned meeting is reconvened.

(d) Content of Written Ballots.

(i) Written Ballots in General. Any written ballot distributed to the Members to vote on any issue will set forth the proposed action and provide an opportunity to specify approval or disapproval of the proposed action. For election of Directors, the ballots must set

forth the names of all candidates whose names have been placed in nomination at the time the ballot is issued. The ballot form must also provide a space where the Member can designate a vote for another (*i.e.*, write-in) candidate.

(ii) Specification of Time for Return of Written Ballot. All written ballots must state the time by which the ballot must be received in order to be counted (*See* subsection (c), above).

(e) Requirements for Valid Member Action by Written Ballot. Membership approval by written ballot will be valid only if

(i) the number of votes cast by ballot within the time established for return of the ballots equals or exceeds the required quorum (as specified in Section 5.5) that would have been required to be present at a Membership meeting if a meeting had been convened to vote on the proposal, and

(ii) the number of affirmative votes equals or exceeds the number of affirmative votes that would have been required to approve the action at such a meeting.

If the time for returning written ballots is extended in accordance with subsection (c)(ii), above, the reduced quorum percentage (if applicable) specified in Section 5.5(a)(iv) will apply.

(f) Solicitation Provisions. Written ballots will be solicited in a manner consistent with the requirements of Section 5.4, below, pertaining to the issuance of notices of Members' meetings.

All solicitations of written ballots must indicate

(i) the number of responses needed to meet the quorum requirement for valid action;

(ii) the time by which the written ballot must be received by the Association in order to be counted; and

(iii) in the case of any written ballot distributed to vote on matters other than the election of Directors, the percentage of affirmative votes necessary to approve the measure submitted for Membership approval.

If the period for the return of written ballots is extended under subsection (c)(ii), above, the Board can, in its discretion, announce to the Members the aggregate votes for or against the proposal received as of the extension date.

(g) Additional Balloting Procedures. If deemed necessary by the Board, the balloting may be conducted in accordance with such additional procedures, not inconsistent with the provisions of this Section 4.6, as may be prescribed by a neutral third party of good repute who may also be retained to supervise the secrecy of and to conduct the balloting process.

(h) Notification of Results of Balloting Process. Upon tabulation of the written ballots, the Board will notify the Members of the outcome of the vote within thirty (30) days of the close of the balloting process and tabulation of the ballots. If the number of written ballots cast with respect to any matter is insufficient to satisfy the minimum quorum requirements for valid action, the Board will notify the Members.

(i) Prohibition of Revocation. Once cast (*i.e.*, received by the Association), a written ballot may not be revoked.

Section 4.7. Majority Vote Required. If a quorum is present (*See* Section 5.5, below), the affirmative vote of the majority of the Members represented at the meeting (or written ballot pursuant to Section 4.6, above), entitled to vote and voting on any matter (other than the election of Directors), will be the act of the Members, unless the vote of a greater number of Members is required by Nevada law or by the Governing Documents.

Section 4.8. Supervision of Election Process. In order to insure secrecy of ballots and fairness in the conduct of member votes, including Director elections and/or recalls, the Board may, but will not be obligated to, utilize the services of one (or three) neutral party(s) of good repute who may be retained to receive and tabulate all ballots and supervise the secrecy of and to conduct the voting process. Votes cast for the election of Directors must be counted in public.

ARTICLE 5: MEMBERSHIP MEETINGS.

Section 5.1. Place of Meeting. Meetings of the Members will be held at the Development or at such other reasonable place within the County of Douglas as selected by the Board.

Section 5.2. Annual Meeting. There will be a regular meeting of the Members every year. The annual meeting will be held in September or on another date as selected by the Board. The location of the meeting will be established by the Board and set forth in the notice of meeting sent to the Members. The Owners may approve, at the annual meeting, the minutes of the prior annual meeting and the minutes of any prior special meetings of the Owners. A quorum is not required to be present when the Owners approve the minutes.

Section 5.3. Special Meetings.

(a) Persons Entitled To Call Special Meetings. A majority of a quorum of the Board, the President of the Association or ten percent (10%) or more of the Members may call a special meeting of the Members at any time to consider any lawful business of the Association.

(b) Procedures for Calling Special Meetings Requested by Members. In order to call a special meeting by ten percent (10%) or more of the Members, a request must be submitted by such Members in writing, specifying the general nature of the business proposed to be transacted, and must be delivered by U.S. mail, return receipt requested, or served by a process server to the Board or the community manager for the Association. The written request must bear the signatures of all requesting Members and the Member(s) circulating the request must attach a written, signed certification to the request attesting to the validity of the signatures.

