



BY-LAWS
Of
RABBIT RIDGE AT OAK TREE OF EDMOND HOMEOWNERS ASSOCIATION, INC.
(a not for profit corporation)

ARTICLE ONE

The name of the corporation is RABBIT RIDGE AT OAK TREE OF EDMOND HOMEOWNERS ASSOCIATION, INC. (hereinafter referred to as the "Association"). The address of the corporation's principal office in the State of Oklahoma is 5468 W. New Orleans Street, Broken Arrow, Oklahoma 74011. The name of the corporation's registered agent at such address is Blake Maddox.

ARTICLE TWO
DEFINITIONS

2.1: "Association" means and refers to RABBIT RIDGE AT OAK TREE OF EDMOND HOMEOWNERS ASSOCIATION, INC., an Oklahoma not for profit corporation.

2.2 "Properties" means and refers to all of that certain real property described in the final plat of RABBIT RIDGE AT OAK TREE, recorded in the office of the Oklahoma County Clerk as Plat No. 79-46.

2.3 "Common Area" means and refers to each of the common areas designated as CA "A" through CA "E" on the recorded Plat of RABBIT RIDGE AT OAK TREE, an Addition to the City of Edmond, Oklahoma County, Oklahoma.

2.4 "Lot" means and refers to any tract of land shown on any recorded subdivision map of the Properties with the exception of the Common Areas.

2.5 "Member" means and refers to the record owner, whether one or more persons or entities, of the fee title to any Lot which is part of the Properties, including contract sellers, but excluding those having such interest merely as security for the performance of an obligation.

2.6 "Declaration" means and refers to the Declaration of Association Covenants and Restrictions Rabbit Ridge of Edmond Homeowners' Association, Inc. dated March 25 2021, recorded in the office of the Oklahoma County Clerk as Document No. 14674, as the same may be amended from time to time in accordance with its terms. 803

2.7 "Regulations" means and refers to the rules and regulations promulgated by the Board of Directors of the Association from time to time in a manner permitted by the By-Laws of the Association.

The Oklahoma City Abstract & Title Co.
1000 W. 15th Street
Edmond, OK 73013

2.8 "Board" means and refers to the Board of Directors of the Association.

ARTICLE THREE
MEETING OF MEMBERS

3.1 Annual Meeting: The first annual meeting of the members shall be held during the month of April after the date of formation of the Association, and each subsequent regular annual meeting of the Members shall be held on a day of the same month of each year thereafter.

3.2 Special Meetings: Special meetings of the Members may be called at any time by the President or by the Board of Directors, or upon written request of Members entitled to cast fifteen percent (15%) of the votes of all Members of the Association.

3.3 Notice of Meetings: Except as otherwise required by the Declaration, written notice of each meeting of the Members shall be given by, or at the direction of, the Secretary or person authorized to call the meeting, by mailing a copy of such notice, postage prepaid, at least fifteen (15) days before such meeting to each member entitled to vote thereat, addressed to the member's address last appearing on the books of the Association, or supplied by such Member to the Association for the purpose of notice. Such notice shall specify the place, day, and hour of the meeting, and, in the case of a special meeting, the purpose of the meeting.

3.4 Quorum: Except as otherwise required by the Declaration or these Bylaws, the presence at any meeting of the Members of Members that are entitled to cast twenty percent (20%) of the votes of all Members of the Association, either in person or by proxy, shall constitute a quorum for any action. Except as otherwise required by the Declaration, a simple majority of votes of those present and entitled to vote, either in person or by proxy, shall rule at all meetings. If, however, a quorum shall not be present or represented at any meeting, the Members entitled to vote thereat shall have power to adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum as aforesaid shall be present or be represented. All meetings of the Association will be governed by Roberts Rules of Order.

3.5 Members: Pursuant to the Declaration, every Member that is subject to assessment shall be a Member of the Association and membership shall be mandatory and appurtenant to and may not be separated from ownership of any Lot which is subject to assessment.

3.6 Voting Rights: A Member's rights to cast votes shall be determined in accordance with the Declaration. A Member who is not in good standing with the Association shall not be entitled to vote. Any Member that is delinquent by more than thirty (30) in the payment of assessments made by the Association against such Member or any Member that is currently in violation of any restrictions or covenants imposed by the Declaration or the rules and regulations of the Association and the Board has taken action to suspend the voting rights of such Member shall be deemed to be a Member that is not in good standing with the Association.

ARTICLE FOUR
BOARD OF DIRECTORS: SELECTION: TERM OF OFFICE

4.1 Number: The affairs of the Association shall be managed by a Board consisting of Three (3) Directors who need not be Members of the Association until the annual meeting of the Members in 2023, at which time the Board shall increase to Five (5) Directors, the majority of which must be Members of the Association in good standing. Directors may be officers of the Association. Only one (1) person per household may be a member of the Board of Directors.

4.2 Term of Office: At the first annual meeting, the Members of the Association shall elect three (3) directors. The first director elected shall be elected to a term of three (3) years; the second director elected shall be elected to a term of two (2) years, and the third director elected shall be elected to a term of one (1) year. At each annual meeting thereafter, the Members of the Association shall elect a director to a term of three (3) years to take the place of the director whose term of office expires at that meeting. At the annual meeting in 2023, the Members of the Association shall elect two (2) additional directors. The first additional directors elected shall be elected to a term of three (3) years and the second additional director shall be elected to a term of two (2) years. Upon expiration of the terms of such directors, the Members of the Association shall elect a director to a term of three (3) years to take the place of such Directors.

4.3 Removal: Any director may be removed from the Board, with or without cause, by a vote of the Members of the Association that hold greater than 50% of the votes of the Members of the Association. In the event of death, resignation, or removal of a director, or if a director ceases to be eligible to serve because he is no longer a Member of the Association, his successor shall be selected by the remaining members of the Board and shall serve for the unexpired term of his predecessor.

4.4 Compensation: No director shall receive compensation for any service he may render to the Association. However, any director may be reimbursed for his actual expenses incurred in the performance of his duties.

4.5 Action Taken Without a Meeting: The directors shall have the right to take any action in the absence of a meeting which they could take at a meeting by obtaining written approval of all the directors. Any action so approved shall have the same effect as though taken at a meeting of the directors.

4.6 Assessments: Assessments shall be established and collected in accordance with the terms of the Declaration.

ARTICLE FIVE
NOMINATION AND ELECTION OF DIRECTORS

5.1 Nomination: Nomination for election to the Board of Directors shall be made by a Nominating Committee. Nominations may also be made from the floor at the annual meeting. The Nominating Committee shall consist of a Chairperson, who shall be a member of the Board of Directors, and two or more Members of the Association. The Nominating Committee shall be appointed by the Board of Directors prior to each annual meeting of the members, to serve from the close of such annual meeting until the close of the next annual meeting. The Nominating Committee shall make as many nominations for election to the Board of Directors as it shall in its

discretion determine, but not less than the number of vacancies that are to be filled. Such nominations must be made from among the Members of the Association.

ARTICLE SIX
MEETINGS OF DIRECTORS

6.1 Regular Meetings: Regular meetings of the Board shall be held no less frequently than once every three months without notice, at such place and hour as may be fixed from time to time by resolution of the Board. The regular meetings shall initially be held on the 1st Tuesday of February, May, August, and November at 7:00 p.m. Should said meeting fall upon a legal holiday, then that meeting shall be held at the same time on the next day that is not a legal holiday.

6.2 Special Meetings: Special meetings of the Board of Directors shall be held when called by the President of the Association, or by any two directors, after not less than five (5) days' notice to each director.

6.3 Quorum: A majority of the number of directors shall constitute a quorum for the transaction of business. Every act or decision done or made by a majority of the directors present at a duly held meeting at which a quorum is present shall be regarded as the act of the Board.

ARTICLE SEVEN
POWERS AND DUTIES OF THE BOARD OF DIRECTORS

7.1 Powers: The Board of Directors shall have power to:

- (A) Adopt and publish rules and regulations governing the use of the Common Areas and facilities to be maintained by the Association, and the personal conduct of the Members and their guests thereon, and to establish fines or penalties for the infraction thereof;
- (B) Suspend the voting rights and right to use of the recreational facilities of a Member during any period in which such Member shall be in default in the payment of any assessment levied by the Association or in default under the Declaration. The Board shall also have all legal remedies available to it for the collection of unpaid assessments as set forth in Article Ten hereof. Such rights may also be suspended after notice and hearing for a period not to exceed sixty (60) days for infraction of published rules and regulations of the Association;
- (C) Exercise for the Association all powers, duties, and authority vested in or delegated to this Association and not reserved to the Members by other provisions of these By-laws or the Declaration;
- (D) Declare the office of a member of the Board of Directors to be vacant in the event such member shall be absent from three (3) consecutive regular meetings of the Board; and

- (E) Employ a manager, an independent contractor, or such other employees as they deem necessary, and to prescribe their duties.

7.2 Duties: It shall be the duty of the Board of Directors to:

- (A) Cause to be kept a complete record of all its acts and corporate affairs and to present a statement thereof to the Members at the meeting of the Members, or at any special meeting when such statement is requested in writing by Members holding one-fourth (1/4) of the votes of all Members who are entitled to vote;
- (B) Supervise all officers, agents, and employees of the Association, and to see that their duties are properly performed;
- (C) To fix the amount of any assessment or the annual dues to be paid by the Members and to enforce the collection of said assessments and dues in accordance with Article Ten hereof;
- (D) Procure and maintain adequate liability and hazard insurance on property owned by the Association;
- (E) Cause all officers or employees having fiscal responsibilities to be bonded, as it may deem appropriate;
- (F) Prepare and adopt the annual budget of the Association;
- (G) Insure that the exterior maintenance of the lots and residences are maintained in an appropriate manner so as not to jeopardize the value of the property; and
- (H) To insure, protect, and enforce all restrictive covenants contained in the Declaration.

ARTICLE EIGHT
OFFICERS AND THEIR DUTIES

8.1 Enumeration of Offices: The officers of the Association shall be a President and Vice President who shall at all times be members of the Board, a secretary, and a treasurer and such other officer(s) as the Board may from time to time by resolution create.

8.2 Election of Officers: The initial election of officers of the Association shall take place at the first meeting of the Board of Directors. Thereafter, the election of officers shall take place at the first meeting of Board following each annual meeting of the Members.

8.3 Term: The officers of the Association shall each hold office for one (1) year unless he shall sooner resign, or shall be removed, or otherwise become disqualified to serve.

8.4 Special Appointments: The Board may elect such other officers as the affairs of the Association may require, each of whom shall hold office for such period, have such authority, and perform such duties as the Board may, from time to time, determine.

8.5 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.

8.6 Vacancies: A vacancy in any office may be filled by appointment by the Board. The officer appointed to such vacancy shall serve for the remainder of the term of the officer he replaces.

8.7 Multiple Offices: The offices of secretary and treasurer may be held by the same person. No person shall simultaneously hold more than one of any of the other offices except in the case of special offices created pursuant to Section 8.4.

8.8 Duties: The duties of the officers are as follows:

(A) President: The president shall preside at all meetings of the Board and Members; shall see that orders and resolutions of the Board are carried out; shall sign all leases, mortgages, deeds, and other written instruments and may co-sign all checks.

(B) Vice President: The vice president shall act in the place and stead of the president in the event of his absence, inability, or refusal to act, and shall exercise and discharge such other duties as may be required of him by the Board.

(C) Secretary: The secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board and of the Members; serve notice of meetings of the Board and the Members; keep appropriate current records showing the Members of the Association together with their addresses and shall perform such other duties as required by the Board.

(D) Treasurer: The treasurer shall receive and deposit in appropriate bank accounts all monies of the Association and shall disburse such funds as directed by resolution of the Board; shall sign all checks of the Association; keep proper books of account; cause an annual audit of the Association books to be made by a public accountant at the completion of each fiscal year; and shall prepare an annual budget and a statement of income and expenditures to be presented to the Membership at its regular annual meeting, and deliver a copy of each to the Members.

ARTICLE NINE
COMMITTEES

9.1 An Architectural Committee has been established by the Declaration relating to compliance with the restrictive covenants. At such time as the powers and duties of the Architectural Committee are assigned to the Association, the Board shall have such powers and perform such duties or appoint an architectural committee to have such powers and perform such duties. The Association shall further appoint a Nominating Committee to advise the Board and Members of potential candidates for directors in the Association. The Board may also appoint an audit committee to review and audit the results of operation, including receipts and disbursements of funds, of the Association. The committee chairman and members of all committees shall be appointed by the Board and serve at their pleasure. A majority of the Committee shall constitute a quorum for transaction of business. In addition, the Board of Directors shall appoint other committees as deemed appropriate in carrying out its purpose.

ARTICLE TEN
EFFECT OF NON-PAYMENT OF ASSESSMENTS
REMEDIES OF THE ASSOCIATION

10.1 Any assessment not paid within thirty (30) days after the due date shall bear interest from the due date at the rate of eighteen (18) percent per annum. The Association may bring an action at law against the Member personally obligated to pay the same or foreclose its lien against the property. No Member may waive or otherwise escape liability for the assessments provided for herein by non-use of the Common Areas or abandonment of his Lot. Attorneys' fees shall be allowed to the prevailing party in any action to collect the unpaid assessment. All rights, remedies and privileges granted to the Association hereunder shall be deemed to be cumulative and the exercise of any one or more shall not be deemed to constitute an election of remedies, nor shall it preclude the party thus exercising the same from exercising such other and additional rights, remedies, or privileges as may be granted to such other party by the Association's governing documents, or at law or in equity.

ARTICLE ELEVEN
BOOKS AND RECORDS

11.1 The books, records, and papers of the Association shall at all times, during reasonable business hours, be subject to inspection by any Member. The Declaration and the By-laws of the Association shall be available for inspection by any Member at the principal office of the Association, where copies may be purchased at reasonable cost.

ARTICLE TWELVE
AMENDMENTS

12.1 These By-laws may be amended, at a regular or special meeting of the Members, by a majority of votes of those Members present at the meeting provided that such meeting of the Members has a quorum of present Members, either in person or by proxy, of Members that are entitled to cast fifty percent (50%) of the votes of all Members of the Association.

ARTICLE THIRTEEN
MISCELLANEOUS

13.1 The fiscal year of the Association shall begin on the first day of January and end on the 31st day of December of every year, except that the first fiscal year shall begin on the date of formation of the Corporation.

13.2 The Bylaws shall be construed together with the Declaration and the Articles of Incorporation of the Association. In the event of a conflict, the governing documents shall control in the following order: (1) Declaration, (2) Articles of Incorporation, and (3) Bylaws. The provisions hereof shall be liberally construed to grant to the Association and the Board sufficient practical authority to implement the duties and authorities of the Association under the Declaration.

13.3 The Association shall indemnify any and every Director and Officer against expenses, judgments, fines, penalties or amounts paid in settlement in connection with the defense of any pending or threatened action, suit or proceeding, to which such Director or Officer is or may be made a party by reason of being or having been such Director or Officer provided a determination is made by the Directors to the effect (a) that such Director or Officer was not, and has not been adjudicated to have been, negligent or guilty of misconduct in the performance of his duty to the Association of which he is a Director or Officer, and (b) that he/she acted in good faith in what he/she reasonably believed to be in the best interest of such Association. Such indemnification shall not be deemed exclusive of any other rights to which such Director or Officer may be entitled under these Bylaws, the Articles of Incorporation, the Declaration, any agreement or any insurance purchased by this Association, or by vote of the Members, or otherwise.

[Signature Page Follows]

IN WITNESS WHEREOF, we, being all of the directors of RABBIT RIDGE AT OAK TREE OF EDMOND HOMEOWNERS ASSOCIATION, INC. have hereunto set our hands this 24 day of March, 2021.

Blake Maddox
Blake Maddox, Director

Robert B Maddox
Robert B Maddox, Director

Brad Hoffman
Brad Hoffman, Director

ACKNOWLEDGMENT

STATE OF OKLAHOMA)
) SS.
COUNTY OF TULSA)

This instrument was acknowledged before me this 24th day of March, 2021 by Blake Maddox, Director/Member, Robert B. Maddox, Director/Member and Brad Hoffman, Director/Member of Rabbit Ridge at Oak Tree of Edmond Homeowners Association, Inc.

Lisa M Welch

Notary Public

My Commission Expires: 3-17-2025

My Commission Number is: 13002587

