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TEPOA
P.O. BOX 452
Cypress, TX 77410

Bylaws
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THE STATE OF TEXAS §
§
COUNTY OF HARRIS §

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for more

TIMBERLAKE ESTATES PROPERTY OWNERS ASSOCIATION
BY-LAWS

ARTICLE I
Preamble

SECTION 1: This Association is authorized by an Amendment, filed in the County Clerk's office, Harris County, Texas, on October 27, 1985, under File No. K-415582, to the Deed Restrictions of Timberlake Estates, Section I, filed in the County Clerk's office, Harris County, Texas, on November 27, 1956, under File No. 1605532, and shall be known as the TIMBERLAKE ESTATES PROPERTY OWNERS ASSOCIATION (TEPOA). All Owners of real property in Timberlake Estates are members of TEPOA.

SECTION 2: TEPOA is incorporated as a non-profit corporation under the laws of the State of Texas and is organized to maintain, preserve and protect the common areas and interests of the Property Owners of this Subdivision, as well as to enforce its Deed Restrictions.

SECTION 3: The use herein of the noun "Chairman" and the pronouns "he" and "his" is construed to refer to persons of either gender, without exception. Where content requires, the use of the plural shall be construed as the use of the singular and vice versa.

ARTICLE II
Association Meetings

SECTION 1: The initial annual meeting of the TEPOA shall be held on the third Monday of February, 1986. Thereafter, TEPOA will meet annually on the second Monday of each January to conduct its business at a time and place to be announced to the membership. The Chairman will prepare an agenda of items to be considered, although any other proper business for TEPOA may be introduced from the floor, in accordance with Robert's Rules of Order.

SECTION 2: The lesser of five percent (5%) of the Property Owners, as that term is defined in the Amended Deed Restrictions, or ten (10) Property Owners shall constitute a quorum. In the event a quorum is not present, the presiding officer shall dismiss the assembly and call a special meeting for the same purpose at a subsequent date.

ANY PROVISIONS HEREIN WHICH RESTRICT THE SALE, RENTAL OR USE OF THE DESCRIBED REAL PROPERTY BECAUSE OF COLOR OR RACE IS INVALID AND UNENFORCEABLE UNDER THE FEDERAL LAW

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Harris County, Texas

Lonye' Green Deputy
LONYE' GREEN

593-23-1761

SECTION 3: The Chairman of the Board of Directors (or in the case of his incapacity, the Vice Chairman) may call a special meeting of TEPOA at any time and for any purposes consonant with the objectives of TEPOA, giving due and timely advance notice to the membership by mailing.

SECTION 4: Voting strength of any Property Owner shall be in proportion to the number of Lots owned by said Property Owner. Each Property Owner shall be entitled to one vote per Lot. Except as otherwise provided for herein, all votes shall be determined by a simple majority.

ARTICLE III
Board of Directors

SECTION 1: The Board of Directors of TEPOA (Board) shall consist of seven members elected by and from the members of TEPOA for overlapping two-year terms in the manner set forth in Article 5 of the Amended Deed Restrictions. Each term of office will begin and end at the close of the appropriate Annual Meeting of TEPOA. Nominations for office, from either individuals or a Nominating Committee, must be received by the Board by October 1, published by November 1, and ballots returned to the Board by November 15 of the preceding year. Vacancies shall be filled as specified in Article 1, Section 21 of the Amended Deed Restrictions.

SECTION 2: The Board shall elect from itself a Chairman, Vice Chairman, Secretary, and Treasurer.

SECTION 3: The Board shall meet regularly on the second Monday of each quarter-year, the Annual Meeting of TEPOA being considered as one of these meetings, for the transaction of business. The Chairman (or in the case of his incapacity, the Vice Chairman), or a majority of the board, may call a special meeting of the board for any purpose at any time, upon notice to all Board members, and giving due and timely advance notice to the membership by mailing.

SECTION 4: A minimum of four (4) members of the Board, including the Chairman or Vice Chairman, shall constitute a quorum.

SECTION 5: The Board is authorized to conduct all business of TEPOA during the periods between its meetings, but is ultimately responsible to the membership of TEPOA for its actions and must make periodic reports of its actions to the membership. It is

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authorized to pay all routine recurring expenses that maintain and advance the purposes of TEPOA. The Board is authorized to spend up to \$500.00 as set forth in Article II, Section 7, of the Amended Deed Restrictions. Any such expenditures in excess of \$500.00 must be approved by a vote of the membership of TEPOA either at a meeting or by mailed ballot.

ARTICLE IV
Officers' Duties

SECTION 1: The Chairman of the Board shall function as the Chief Executive Officer of TEPOA. He shall preside at meetings of TEPOA and of the Board and shall call special meetings of TEPOA or the Board as he deems necessary. He shall conduct meetings in an orderly manner and maintain the decorum of the members present.

SECTION 2: The Vice Chairman or the board of Directors shall perform all the functions of the Chairman, if the latter should become unable to do so, and shall otherwise assist the Chairman as directed.

SECTION 3: The Secretary shall carefully observe the proceedings of TEPOA and of the Board and make a correct record of all things proper to be written. He shall keep all papers, give due and timely notice of all meetings, and conduct all correspondence.

SECTION 4: The Treasurer shall receive all monies and make disbursements at the direction of the Board. He shall keep a correct account of the same and report the financial condition of TEPOA to the membership at its Annual Meeting and at such other time as the Board may direct.

SECTION 5: The Chairman and Treasurer shall open a checking account in the name of the TIMBERLAKE ESTATES PROPERTY OWNERS ASSOCIATION in a good and reliable bank, and the Treasurer shall deposit all monies collected to the credit of said account. In the event a surplus accumulates or is anticipated, the Treasurer shall, with the consent of the Board, invest said surplus in a secure, interest bearing account. Any disbursements from such account or accounts shall require the signature of two Board members, to be specified by the Board.

SECTION 6: The Directors of TEPOA will serve without pay, except the Board is authorized to reimburse any Director for properly receipted expenses incurred in the performance of his office.

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ARTICLE V
Committees

SECTION 1: The Board of Directors shall appoint a Committee on Budget and Finance of not less than three members, whose Chairman shall be a member of the Board, other than the Treasurer. It shall be the duty of this Committee to annually estimate the expected funds available, recommend the use or disposition of said monies and present a budget to the membership of TEPOA for its approval at its Annual Meeting.

SECTION 2: The Board of Directors shall appoint a Committee on Audit of not less than three members, well qualified in fiscal matters, none of whom shall be members of the Board. It shall be the duty of this Committee to examine for accuracy the financial records of the Treasurer following the close of business of the fiscal year and report to the membership of TEPOA at its Annual Meeting.

SECTION 3: The Board of Directors may appoint such special committees as it sees fit for the accomplishment of any purpose that will further the wellbeing of TEPOA or the Subdivision.

ARTICLE VI
Maintenance Fee

SECTION 1: Pursuant to Article II, Sections 1 through 3 of the Amended Deed Restrictions, a Maintenance Fee is mandated from every Property Owner in Timberlake Estates, Section I.

SECTION 2: Only members of TEPOA in good standing (good standing is defined as being current on the Maintenance Fee) will be permitted to vote at any of its meetings.

SECTION 3: Pursuant to Article II, Section 6 of the Amended Deed Restrictions, failure to pay the Maintenance Fee may result in legal proceedings against the Property Owner. The Board shall direct, at its sole discretion, whether or not legal action is to be pursued.

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Harris County, Texas


LONYE' GREEN Deputy

591-23-176

ARTICLE VII
Order of Business

SECTION 1: At all meetings of TEPOA, the following order of business will be followed:

- Call to order.
- Confirm quorum.
- Reading and approval of minutes not heretofore read.
- Announce purpose of meeting (Special Meeting).
- Committee Reports.
- Unfinished business.
- New business, motions and resolutions.
- Special programs.
- Election and/or installation of officers (if required).
- Close.

SECTION 2: All business will be conducted according to Robert's Rules of Order.

ARTICLE VIII
Amendments

SECTION 1: Amendments to these by-Laws may be proposed by any ten (10) Property Owners, then members in good standing of TEPOA. Such proposed amendments must be in writing, signed by at least ten (10) Property Owners and may be submitted during the regular course of business at the annual meeting of TEPOA or directly to the Board of Directors at any time.

SECTION 2: The Chairman of the Board shall promptly refer the proposed amendment to an ad hoc committee for study. The Chairman shall call a special meeting of TEPOA within 90 days of receipt of the proposal, at which meeting, a quorum being present, the proposed amendment shall be read to the membership, along with the committee report. This will constitute a first reading.

SECTION 3: After being presented and read, the proposed amendment may be altered only by regular motion and approval of a majority of the members present.

SECTION 4: The Chairman shall, within thirty (30) days of the first reading, call a second meeting for the purpose of voting on the proposed amendment. No alteration or modifications of the proposed amendment will be permitted. If approved by two-thirds of the members of TEPOA present, the proposed amendment shall become a part of these By-Laws.

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FILED FOR RECORD
8:00 AM

SEP 29 2004

Beverly B. Kaufman
County Clerk, Harris County, Texas

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DEC 13 2005

ATTEST: _____
BEVERLY B. KAUFMAN, County Clerk
Harris County, Texas

Lonye Green

LONYE GREEN Deputy

593-23-1755

EXECUTED this 20 day of SEPTEMBER, 2004.

TIMBERLAKE ESTATES PROPERTY OWNERS ASSOCIATION

By: William H. Watts
William H. Watts, President

Attest: Debra Brannon
Debra Brannon, Secretary

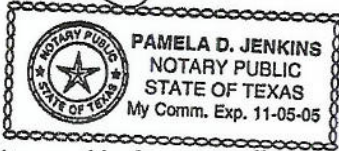
THE STATE OF TEXAS §
§
COUNTY OF HARRIS §

BEFORE ME, the undersigned authority, on this day personally appeared WILLIAM H. WATTS, President of Timberlake Estates Property Owners Association, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed, and in the capacity therein stated to be the act and deed of said corporation.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 20 day of SEPT. 2004 2004.

[Signature]
Notary Public in and for Harris County, Texas

THE STATE OF TEXAS §
§
COUNTY OF HARRIS §



BEFORE ME, the undersigned authority, on this day personally appeared DEBRA BRANNON, Secretary of Timberlake Estates Property Owners Association, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that she executed the same for the purposes and consideration therein expressed, and in the capacities therein stated to be the act and deed of said corporation.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 20 day of Sept. 2004.

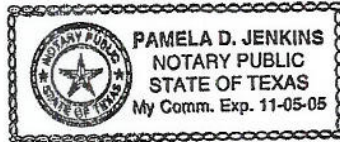
[Signature]
Notary Public in and for Harris County, Texas

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SEP 29 2004



Beverly B. Kaufman
COUNTY CLERK
HARRIS COUNTY, TEXAS



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Lonye Green Deputy
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