

## 2024 Bylaws Update Project Summary

The Bylaws update project was undertaken by the Board of Directors and the Association Attorney with the intent to simplify, improve, and clarify the overall usability of the document going forward. Many of the sections updated were a direct result of member feedback and/or concern over the last few years. Below is a summary list of the specific updates made to the Bylaws. Both the current and previous version of the Bylaws can be found on the [www.westhaventrail.org](http://www.westhaventrail.org) website.

1. Removed the no longer required two classes of membership. This was a holdover from when the Developer/Declarant still maintained some control over the Association.
2. Updated to have the Board set the annual meeting date at a reasonable time. This changes the requirement that the meeting occur within 120 days of the close of the fiscal year.
3. Clarified how notice is provided to members of meetings. This updates the notification process to permit electronic notifications in lieu of mailing notices.
4. Clarified that the President presides over all meetings and that we prohibit recordings of meetings unless authorized by the Board.
5. Remove reference to the Declarant and provided that the Board of Directors shall be members.
6. Removed the “veto” section that was reserved by the Developer/Declarant. That section is no longer relevant.
7. Clarified that the Board of Directors will be between 3 and 5 members. At least one Director shall be an owner of a single-family home and at least one who is an owner of multifamily housing.
8. Clarified that nominations for candidates for the Board must be made at least 45 days prior to the annual meeting. Reference to the nominating committee is removed.
9. Elections are updated to remove reference to when the Developer/Declarant was a member.
10. Updated so that voting may be conducted by any reasonable means, including show of hands. This removes the requirement of “secret ballot” voting though that method could still be used if desired by the members.
11. Updated so that meetings may be held virtually at the discretion of the Board.
12. Removed a reference to “telegram” as a notice for special meetings and include use of emails for notices of special meetings.
13. Clarified and updated to reflect a previously approved practice of permitting honorariums for Officers and other volunteers.
14. Update the parliamentary procedures requirements so that these rules can be suspended by the Board as needed in any meeting.
15. Removed references to Chairperson and replace this with President.
16. Update to clarify the use of cash basis accounting, in addition to generally accepted accounting principles.
17. Clarified language that the President and Treasurer shall be elected from the Board.
18. Update the procedure and rights for members to inspect association records to follow state law guidelines. The updates, consistent with state law, and require a member to state a good faith purpose to request certain records.
19. The provisions regarding amending the Bylaws are modified to require 60% of the majority voting power at the annual meeting. This modifies the previous version which allowed the bylaws to be amended by the majority vote of the Board of Directors.
20. We add a savings provision that the Bylaws will be interpreted and followed as is required under the law.