

Bylaws

Wildwood Associates, Inc.

(Adopted June 25, 1995, Amended June 10, 2007, Amended June 9, 2013, Amended June 11, 2017, Amended May 27, 2021)

Article I

Name

The name of this Corporation shall be Wildwood Associates, Inc.

Article II

Purpose

The purpose of this Corporation shall be to protect, preserve and maintain the physical assets of Wildwood and to ensure that this is a safe and welcoming environment for all present and future residents.

Article III

Membership

Section 1: Members

- A. Owners of property in Wildwood shall be Members of the Corporation.
- B. Renters of property in Wildwood shall be Associate Members of the Corporation.

Section 2: Dues

- A. The Association will raise dues for the neighborhood through a phased increase over 3 years starting with the FY21 (the current fiscal year). The increases will be: 2021 fiscal year, an additional \$100 will be due (\$300 total); 2022 dues will be \$400 and 2023 (and following) dues will be \$500.
- B. Annual dues for Associate Members shall be \$25 per household.
- C. Invoices shall be emailed to Members and Associate Members at the start of the fiscal year.
- D. The fiscal year of the Corporation shall be June 1 - May 31.

Section 3: Voting

- A. Only Members who have paid annual dues for the past fiscal year are eligible to vote.
- B. Each household may have only one voting Member.
- C. Associate Members shall not vote.
- D. There shall be no proxy votes.

Article IV

Officers

The Officers of this Corporation shall be a President, Vice-President, Treasurer, and Secretary-Clerk. These Officers shall be elected for a two-year term by a majority vote of the Members at an Annual Meeting. Vacancies may be filled by the Executive Board.

Article V

Executive Board

Bylaws

Wildwood Associates, Inc.

- A. The Executive Board shall consist of the Officers of the Corporation and three at-large Directors, one of whom shall be a past President of the Corporation. The Directors shall be elected for a two-year term by a majority vote of the Members at an Annual Meeting. Vacancies may be filled by the Executive Board.
- B. The Executive Board shall act as the business agent of the Corporation.

Article VI

Meetings

- A. Meetings of the Executive Board shall be at the call of the President or by the call of three members of the Executive Board. A quorum shall consist of the majority of the Executive Board.
- B. Email shall serve as the primary method of communication between Executive Board members and may be used for voting when issues arise requiring a timely decision and an Executive Meeting cannot be arranged.
- C. Members shall be notified by email seven days in advance of the date/time of Meetings of the Executive Board. The planned agenda for each Meeting shall be distributed with the meeting notification. The Board will consider input from Members on the planned agenda and, when deemed necessary, the Board may invite a Member to present information to the Executive Board at the Meeting. The Meeting Minutes shall be distributed to Members following each Meeting, also by email.
- D. A Special Meeting of the Corporation may be called by a vote of the Executive Board.
- E. The Annual Meeting of the Corporation shall be held in the month of June, whenever possible.
- F. A quorum for a Special Meeting or an Annual Meeting shall consist of 20 voting Members.
- G. All Special Meetings shall require a 7-day notice to the Members and the Annual Meeting shall require a 14-day notice to the Members, both by email.

Article VII

Committees

- A. The formation of all committees shall require approval of the Executive Board. The President may appoint standing or special committees as needed, such as Tennis, Skating Rink, or Fourth of July.
- B. All Committees shall issue a written report at the Annual Meeting.

Article VIII

Dissolution

The Corporation may be dissolved by a two-thirds vote of the Members present and voting at a Special Meeting called by the Executive Board. All assets of the Corporation must be distributed within one year to a non-profit organization approved by a vote of two-thirds of the Members present and voting. No Officer or Member of the Corporation shall receive any of the Corporation's assets.

Bylaws

Wildwood Associates, Inc.

Article IX

Non-Discrimination Policy

The Corporation shall not discriminate on the basis of sex, gender, age, race, national origin, religion, disability, sexual orientation, or political affiliation.

Article X

Indemnification

This Corporation shall indemnify to the fullest extent, authorized or permitted by the Corporation Laws of the State of Maine, any person made or threatened to be made a party to an action, suit or proceeding by reason of the fact that said person is or was an Officer or a Member acting in good faith on behalf of this Corporation.

Article XI

Parliamentary Authority

The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* shall govern the Corporation in all cases in which they are applicable and consistent with these Bylaws.

Article XII

Amendments

- A. These Bylaws may be amended at a Special Meeting or an Annual Meeting of the Corporation by a two-thirds vote of the Members present and voting.
- B. Proposed amendments to these Bylaws shall be emailed to Members 21 days prior to a Special Meeting or an Annual Meeting.

Article XIII

Rights of Short- and Long-term Tenants

No tenant of any owner of a property in Wildwood or Coveside who has a lease or a rental agreement or arrangement for less than 14 days shall be permitted to use the Beach, the Reserve or the Tennis Court, nor shall such tenants be entitled to beach passes or parking permits for parking on Ocean Terrace distributed by Wildwood Associates during the time of their stay in Wildwood or Coveside. Wildwood and Coveside owners who enter into leases or other rental agreements or arrangements that are 14 days or greater must be current on their annual dues in order for their tenants to use the Beach (Wildwood owners only), the Reserve or the Tennis Court during the time of their stay in Wildwood or Coveside.