

CURTIS POND ASSOCIATION

BY-LAWS

ARTICLE I – NAME

The Association shall be called the CURTIS POND ASSOCIATION.

ARTICLE II – PURPOSE

The objectives of the Curtis Pond Association (“Association”) shall be to promote discussion and serve as an educational forum in order to preserve and enhance for future generations the environment and natural beauty of Curtis Pond; promote use of best scientific practices in and around the Pond; protect the Pond's wildlife, shoreline, watershed, and ecologically related environs; and promote the enjoyment of the lake by owners of property adjacent to and nearby Curtis Pond, and by the public visiting Curtis Pond.

ARTICLE III – MEMBERSHIP

Membership in the association is voluntary and shall be open to property owners and their families around and in the vicinity of Curtis Pond and any persons having an interest in the welfare of the Pond. Members shall have full voting rights in the Association.

ARTICLE IV – DIRECTORS

The management of the Association shall be vested in a Board of Directors. The Board of Directors shall consist of up to seven (7) members of which four shall be the Officers of the Association. Said Officers shall be elected in accordance with the requirements hereinafter set forth. All directors shall hold office for a term of three (3) years, subject to reappointment for two additional terms; provided however that, in order to achieve staggered terms, the three initial board members not officers shall decide among them which shall serve for initial one, two and three year terms respectively. All directors shall serve until their successors are duly chosen and qualified. The Board of Directors may determine dues to cover ordinary operational expenses, and present their recommendation to the annual meeting for approval.

ARTICLE V – OFFICERS

The Officers of this Association shall consist of a President, Vice-President, a Secretary and a Treasurer. The Officers shall be nominated by the Board and elected at a meeting of the Members. Officers shall hold office for one year, and may be re-elected for subsequent one-year terms. Officers may remain as voting

members of the Board of Directors beyond their normal term limits as long as they are officers.

ARTICLE VI – POWERS AND DUTIES OF OFFICERS.

The President shall preside at all Association and Executive Board meetings, and shall have general supervision of the affairs of the Association. The President shall appoint the chairs of any committees. The Secretary shall keep records of all meetings of the Association and Board of Directors, attend to correspondence in the Association's name; perform all other usual duties of a secretary and act as Treasurer whenever the Treasurer is absent or unable to serve. The Treasurer shall collect and record all revenues, pay all bills approved by the Board, present statements at Board and the Annual meeting and act as Secretary whenever the Secretary is absent or unable to serve.

ARTICLE VII – ELECTIONS

At the initial meeting of the Association the officers and all directors shall be elected by the Members. At each subsequent annual meeting, the officers and one director to begin a three-year term shall be elected by the Members.

ARTICLE VIII – COMMITTEES

The President shall appoint any committees that facilitate the purposes of the Association.

ARTICLE IX — MEETINGS

The annual meeting of the Association shall be held during the month of July or August at a date and time fixed by the Board of Directors. Special meetings approved by the Board may be held. Written notice of the meeting and the agenda shall be provided by email or mail to the Members at least twenty-one (21) days prior to the meeting. The meetings of the Association are open to the public, and the Association will make reasonable efforts to notify the affected public of meetings and the proposed agenda in advance of meetings.

ARTICLE X — QUORUM

A quorum of the Membership shall consist of not less than fifteen (15) members of the Association at any annual or special meeting of the Association. A quorum of the Board of Directors shall consist of not less than four (4) members at any meeting.

ARTICLE XI — AMENDMENTS

The By-Laws may be amended by affirmative vote of the members in attendance at any annual meeting, provided that the notice of meeting includes a notice of the intended amendment or amendments.

ARTICLE XII — RIGHTS OF MEMBERS

Section 1: The books, accounts and other records of this Association shall be available for inspection by any member at any regular meeting of the Association.

Section 2: The powers not delegated by these By-Laws to the Board of Directors, Executive Committee, officers or committee chairmen, nor prohibited by them to the members, are reserved to the members.

ARTICLE XIII — MISCELLANEOUS

Section 1: All checks or demands for money or notes of the Association shall be signed by such officers as the Board of Directors may, from time to time, designate.

Section 2: The fiscal year of the Association shall be the period from January 1 until December 31 of each calendar year.

Section 3: "Robert's Rules of Order Revised" shall govern this corporation in all cases to which they are applicable and in which they are not inconsistent with these by-laws.

ARTICLE XIV — DISSOLUTION

Should the Association ever be dissolved, the remaining assets will be transferred to the Town of Calais to be used for educational and testing purposes related to Curtis Pond.