

1 Friends of Lake Antioch (FOLA)

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Operational Bylaws

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As Revised January 2023

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Submitted by: FOLA Board of Directors

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Approved by: FOLA Members at 2022 Annual Meeting

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2023

Article I. Vision

Section 1.01 Friends of Lake Antioch is a voluntary association dedicated to maintaining Lake Antioch as a private and pristine lake, continuously enhancing the quality of lake life and generating community support for the lake.

Article II. Mission

Section 2.01 The mission of FOLA is to maintain the sanctity of the private lake, continuously maintain and improve the lake ecosystem, and engage the residents to establish and implement value-added programs to enhance the quality of lake life. The term Resident is defined in section 3.01.

Article III. Guidelines Pertaining to Waters of Lake Antioch

Section 3.01 Lake Antioch will be maintained as a private lake for the use of its residents and their guests exclusively. The term residents shall mean the property owners/lessees of property within the seven subdivisions identified in section 5.01.

Section 3.02 To increase safety, minimize sediment disruption, spreading of undesirable plant growth and pollution, no internal combustion engines other than those used for Board-approved lake improvement projects are allowed on the lake during open water season.

(a) Only electric motors are approved for member use with proper identification. Electric motors must be rated at 10 HP or less.

(b) All boats must maintain “no wake” speed at all times.

(c) During the non-open water season, limited member access to the lake with vehicles using combustion engines is permissible under the following conditions:

- (i) Such use does not disrupt activities of other members due to location, time of day, or noise level.
- (ii) Such use is limited to gas powers augers for fishing and small ATVs (under 700lbs) for moving equipment.
- (iii) Passenger or hauling vehicle such as Jeeps, SUVs, cars, or trucks are specifically prohibited.
- (iv) Responsible use of snowmobiles by members is allowed. Racing of multiple vehicles is prohibited.
- (v) No fueling containers or refueling operations are allowed on the lake at any time.
- (d) FOLA assumes no liability for the use or loss of vehicles on the lake, regardless of season. Recovery of any lost or disabled vehicles and/or damage are the responsibility of the vehicle owner.

Section 3.03 Property owners and guests of owners are liable for refuse, sewage, and debris of all nature, intentionally or unintentionally deposited from, or discharged from their property into the waters of Lake Antioch.

Section 3.04 No action can be taken by property owners, acting on their behalf or on behalf of others, that will have direct or indirect effects on the lake...

- (a) Temperature
- (b) Depth
- (c) Clarity
- (d) Flow
- (e) Fish Population
- (f) Chemistry

without first submitting a written request stating in detail the plan of intent and anticipated results. All letters will be studied by the Board of Directors and will be answered in thirty (30) days. During the period of study, no action on the proposal may be initiated by the originator of the proposal.

Section 3.05 Lake Issues to be Managed by FOLA

- (a) Plant/weed management

- (i) Responsible chemical (aquatic herbicide) use
- (ii) Alternate plant controls (non-chemical)
- (iii) Plant control using space zoning
- (b) A unified group to manage the lake
 - (i) Overall conditions of the lake
 - (ii) Lake water level (when possible to control)
- (c) Watershed/runoff issues
 - (i) Lawn fertilizer issues
 - (ii) Erosion control issues
 - (iii) Upstream watershed inputs
- (d) Balanced fishery
 - (i) Carp control
 - (ii) Winter fish kill concerns
 - (iii) Fish population and species
 - (iv) Current FOLA fishing limits must be followed

Section 3.06 Any person taking or attempting to take aquatic life by means of any device within the waters shall first obtain the consent of the owner or tenant of the premises where the taking is done or attempted to be done. In addition, the persons taking or attempting to take aquatic life on another's property shall do so in a manner that does not cause wanton or careless injury to or destruction of any real or personal property on the premises.

Before enforcing this Section, the law enforcement officer must have received notice from the owner, their proxy or tenant of a violation of this Section.

Article IV. Behavior

Section 4.01 All residents and their guests making use of the lake or surrounding property shall conduct themselves with consideration and respect of the other residents and refrain from excessive noise and reckless or unsafe behavior.

Article V. Membership

Section 5.01 FOLA is an organization composed of the seven subdivisions that abut Lake Antioch. The sub-divisions are; Antioch Hills, Sunset Ridge, Landmark Pointe, Sabrina Manor, Mystic Cove, Harden Street, and Henning's Court. The membership is comprised of homeowners or lessees who are dues paying members in good standing of their respective homeowners' subdivision. For the purposes of voting by the membership, there will be one vote per household/property.

Section 5.02: Members defined in good standing in section (5.01) will be reported to the Secretary of the Friends of Lake Antioch by representation from each of the seven (7) Home Owners Associations (HOA) on an annual basis, thirty (30) days prior to the annual meeting.

Article VI. General Membership Meeting

Section 6.01 The annual meeting of the general membership shall be held in the month of October at a time and place stipulated by the Board. Fifteen (15) days notice will be given prior to either a general or special meeting by the Secretary to each member in good standing. Notice of the annual meeting or special meetings will be made by information flyer delivered to each member's residence or via e-mail (as provided by the member) within 15 days prior to the scheduled meeting.

The annual meeting format will be either a face-to-face gathering or online meeting as determined by the Board of Directors.

Section 6.02 Quorum Requirements and Procedures

(a) At any given general membership meeting or special meeting, 17% of the members in good standing shall constitute a quorum.

(b) If no quorum exists, the meeting will be adjourned and recalled no more than 15 days after the adjournment. Membership in good standing at the recalled meeting shall constitute a quorum.

(c) A member in good standing who i) attends a general membership meeting or special meeting which has been adjourned because of a lack of a quorum and ii) is unable to attend the recalled meeting, may grant a Power of Attorney on a form established by the Board to the Secretary of FOLA, to vote on specific matters brought before the recalled meeting. The Board shall establish applicable rules for the use of the Power of Attorney at a recalled meeting and shall announce such rules to the membership immediately after it has been determined that a quorum does not exist.

Section 6.03 Operational bylaw changes may be submitted to the rules committee by September 1st of each year for distribution, review and consideration at the annual meeting. Amendments not presented by September 1st will not be reviewed at the annual meeting but may be resubmitted for review the following year. Bylaws may be the subject of special meeting requests but must conform to a (30) day prior submission deadline in addition to special meeting procedures.

Section 6.04 At the annual meeting, the Board of Directors will report to the general membership on the business of FOLA. Committee reports and status reports will be provided. General membership will take action to approve the annual budget (administration of said budget to be governed by the bylaws and expenditure commitments specifically limited by Section 8.02 (i)), change bylaws, and approve of any business presented.

Section 6.05 Special Board meetings may be called by the President or any (4) Board members. Special General Membership meetings may be called at any

time by a majority of the Board or upon written request of not less than ten (10) members. The written request should include the rationale for said meeting along with proposed agenda and anticipated outcome.

Article VII. Dues

Section 7.01 Dues will be established, commensurate with anticipated fiscal expenditures by the Board of Directors. The annual amount of the dues will be based upon revenues necessary to meet the annual budget. Each subdivision will be invoiced their proportionate share based upon the ratio of shoreline linear footage that encompasses that sub-division to the entire shoreline. For those members not in a home owners association an annual fee will be established by the Board that is commensurate with the property of the member. The annual budget and proportionate billing will be approved at the annual meeting by the general membership. Collection of dues will be the responsibility of the Subdivision's representative under the direction of the FOLA Treasurer.

Section 7.02 Funds derived by dues or special assessment will be used for the management, maintenance (corrective and preventive), and general lake improvement with activities limited to these purposed unless amended by the Association.

Article VIII. FOLA Board of Directors: Duties and Responsibilities

Section 8.01 The FOLA Board members shall have full control and management of all affairs and funds of the Association. The FOLA Board of Directors will be comprised of eleven (11) members, four of whom will be selected as officers.

Section 8.02 They shall:

- (a) Designate manner of funding
- (b) Disburse funds
- (c) Appoint and disband committees
- (d) Designate fund depository
- (e) Respond to membership on a majority rule basis
- (f) Promote care of the lake in the interest of the membership
- (g) Establish procedures and manage the enforcement of the rules pertaining to the use and condition of Lake Antioch waters to the extent possible
- (h) Encourage the unified cooperation of all Lake Antioch Subdivisions for the management of the lake
- (i) Make financial commitments only on secured revenue
- (j) Provide feedback to all members on projects, plans, etc.
- (k) Engage, when applicable, taxpayers, governmental agencies, and other support functions on behalf of the membership consistent with the vision and mission as defined in sections 1.01 and 2.01 and established operating procedures.

Section 8.03 No remuneration shall be paid to any officer, director, or appointee thereof.

Section 8.04 Expenses incurred solely on behalf of, and as a direct result of, an action authorized by the Board of Directors can be reimbursed upon their approval.

Article IX. Board of Directors

Section 9.01 The Board of Directors shall consist of eleven (11) members, one Director representing each of the participating Subdivisions (Antioch Hills, Sunset Ridge, Landmark Pointe, Sabrina Manor, Mystic Cove, Harden Street, and Henning's Court; and four (4) members at large. Each of the participating

Subdivisions shall choose and submit their Representative and report such to FOLA by September 1 of each year. The four (4) at large members will be chosen by the general membership at the annual meeting. All Directors shall be homeowners/lessees in the area and FOLA members in good standing.

Section 9.02 Directors shall serve for two (2) years. Directors will serve two (2) year terms with the exception of the first year, when five (5) directors shall serve for one (1) year and six (6) will serve for two years.

Section 9.03 If a Director representing a sub-division is unable to complete his/her term of office, the respective sub-division shall appoint a replacement to complete the term.

Section 9.04 When a Director is unable to attend a meeting in person he must notify the President in writing prior to the meeting. He or she may then participate in the meeting either: 1) via electronic means or 2) may appoint a proxy member of FOLA to serve in his/her place with the authority to vote on issues presented to the Board. These conditions are considered to be the exception and may only be used in emergency or rare situations.

Article X. Officers

Section 10.01 The FOLA Board of Directors shall have 4 officers; President, Vice President, Treasurer, and Secretary. The officers shall be chosen from the Board members. The Board will determine the officers by a vote of the Board at their first meeting following the annual meeting. All officers' terms shall be two (2) year terms. The President and Secretary's terms will begin and end on even number calendar years and the Vice President and Treasurer's will begin and end on odd number calendar years except for the first year of these bylaws in which the President and Secretary will serve for one year.

Section 10.02 President: The President shall preside over all membership meetings and Board meetings. The President shall be the Chief Executive Officer of the Association, responsible for day-to-day administration of the affairs of the Association and supervision of any employees or contractors. The President shall appoint all committee members who shall serve until the end of that President's term. The President is an ex-officio member of all committees.

Section 10.03 Vice President: The Vice President shall assume the duties of the President should that office become vacant and shall preside at meetings when the President is unable to attend. The Vice President shall arrange and carry out various assignments at the request of the President.

Section 10.04 Treasurer: The Treasurer will have custody of all funds, securities, valuable papers, and other assets of this organization, subject to the limitations that the Board members may impose. The Treasurer shall maintain and complete records of the following:

- a) Incoming cash from dues, donations, fund raising, and fines
- b) Deposits will be made in a timely manner, not to exceed 15 days in accordance with Article XIII
- c) Outgoing payments will be sent to all vendors and contractors within 30 days of receipt of invoice
- d) Ensure FOLA is in good standing with Illinois Secretary of State by completing and filing required tax preparation

Section 10.05 Secretary: The Secretary shall prepare and maintain correct records of all meetings held by the Board members, shall maintain an official roster of members and shall be responsible for notification to all Board members and Association members of all pending meetings.

Article XI. Directors/Officers Removal

Section 11.01 Directors or officers failing to participate in three (3) consecutive Board meetings or otherwise failing to perform their function properly shall have the position declared vacant by the Board. A pro-tem member to act in that position shall be appointed by the Board to serve the remainder of that term at which time a nomination and election process will take place.

Article XII. Nominations of Board Members At Large

Section 12.01 Ninety (90) days before the annual meeting the President shall appoint a nominating committee of three (3) members. They will be charged to establish a slate of candidates for the Board Member At Large board positions open for the upcoming year.

Section 12.02 The committee shall post such openings to the entire general membership and solicit interest in said positions. The committee shall present the nominees' names to the Board thirty (30) days prior to the annual meeting.

Section 12.03 The committee shall present the slate of candidates to the general membership fifteen (15) days prior to the general membership meeting.

Article XIII. Association Funds

Section 13.01 All Association monies shall be deposited in an insured interest bearing account at a local institution as designated by resolution by the Board of Directors until such time as disbursement is required. All cash received must be deposited within one (1) week of receipt.

Section 13.02 The fiscal year will commence on October1, and end on September 30 of each year.

276 Section 13.03 The Treasurer is authorized to withhold one hundred (\$100.00)
277 dollars for mailing expenses and other petty cash items. Documented
278 expenditures will be required before reimbursement of funds.

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280 **Article XIV. Amendments to By-Laws**

281 Section 14.01 Amendments to these by-laws may be adopted by a majority
282 vote of attending eligible voters at the annual or special meetings.

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284 **Article XV. Special Assessments**

285 Section 15.01 Special assessments will, when necessary, be established by
286 the Board of Directors and assessments not paid by the date stipulated will
287 automatically revoke membership until paid in full and up to date.

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289 **Article XVI. Roberts Rules of Order Revised** (most recent edition) shall
290 govern in all cases of conflict regarding procedures (identified at the time they
291 occur).