

# **Loma Serena Community Bylaws**

## **Preamble**

The Loma Serena Community (aka LSC), hereafter called the "Community" is an organization of those homeowners who reside in the Lorna Serena community in southern Pinal County, Arizona. (TIOS, R14E, section 27.) Lorna Serena is not governed by Covenants, Codes and Restrictions (CC&R's), nor is it the intention of the Community to impose such restrictions in the future. Instead, the limits imposed on each homeowner are those mandated by neighborly respect for other members of the community, the ordinances and statutes of Pinal County, and those laws duly enacted by State and local government.

The purpose of the Community is to provide a body of people who will work towards the common good of all property owners within its geographic boundaries. Such efforts include but are not limited to the maintenance and improvement of roads, ingress and egress to the area, fire protection and any factors affecting the quality of life for all property owners within this area.

## **Membership**

**Voting Members:** Any person holding a current title to a parcel of property within the Lorna Serena area is/are a member of the Community. For the purpose of voting, only one vote can be cast by each property owner regardless of acreage owned. Proxy votes are acceptable provided the absent property owner has written a letter designating such authority to a specific individual. This letter will be submitted to the Secretary of the Board prior to a duly called meeting.

**Board Members:** The LSHA Board will consist of eight voting members, all of whom reside in Lorna Serena. The officers will include Chairperson, Vice Chairperson, Secretary and Treasurer. Three of the four remaining members shall serve as chairpersons of the Standing Committees described below. The fourth member shall serve in any capacity deemed appropriate by the Board and in accordance with that person's desire.

## **Meetings**

**Annual Meeting:** This is an open meeting held in August or September of each year. The agenda shall include the following: a financial report; elections; reports from each Standing Committee; an opportunity for interested persons and members to make comments to the Board; and setting the date of the next Annual Meeting. In addition the agenda may include reports of general interest and any old and new business that the Board deems necessary. Notice of the Annual Meeting will be posted on the west side of the mailbox cluster for Lorna Serena 30 days before set date. A quorum will consist of 15 voting members, including proxy letters.

**Board Meetings:** The Board shall meet at least once each quarter to review old and new business, review the financial report and take action as deemed necessary for the good of the community. A quorum will consist of five members present.

## **Elections**

Elections for Board members shall take place at the Annual Meeting. Each member of the Board will serve a two-year term and be elected in two classes, that being a group of four individuals elected each year. Nominations for the Board will be made from the floor. Any vacancy will be filled at the Annual Meeting.

Those elected to the Board will determine among themselves who are to become officers and chairpersons of the Standing Committees.

## **Officers**

**Qualifications:** To qualify an officer must reside within Loma Serena. As soon as an officer moves out of the Loma Serena area s/he must resign and/or be removed from office. No officer may take remuneration for any services rendered to the Community.

**Chairperson:** As the executive officer of the Community, s/he will be responsible to the Community membership to make sure that all decisions of the Board are in the letter and spirit of these Bylaws. In addition, s/he will conduct all Community meetings following Robert's Rules. The Chairperson may call special meetings at any time and action may be taken provided there is a quorum Vice Chairperson: In the absence of the Chairperson, the vice-chairperson will act in his/her stead.

**Secretary:** This person shall keep complete and accurate written minutes of all decisions made by the Board in a duly called meeting. Any Community member upon request may review these. The Secretary is to archive these minutes and pass them on to the successor for his/her safekeeping.

**Treasurer:** This person will keep accurate financial records of all transactions. In addition to keeping "balanced" books, reports of income and expenses, assets and liabilities should be presented at each quarterly Board meeting and at the Annual Meeting of the Community. The Board may give the Treasurer "discretionary funds" not to exceed \$100.00 a year for mailing and keeping of records, etc. Any other expenditures must have prior approval by the Board. Any checks over \$2,000 must be signed by two Board Members.

## **Fees and Dues**

**Development Fees:** Historically all homeowners within Loma Serena have paid for improvements such as roads and utilities. A portion of these costs is passed along to new developers/homeowners in fees. These fees are used primarily for improvement and maintenance of the roads.

**Dues:** Without cooperation and participation among members, it is impossible to maintain an attractive community. Every member is expected to contribute to the Community. As such, a statement will be mailed or delivered by the Treasurer requesting dues for each year. The annual dues charged may be changed by a 2/3 vote of membership present at an Annual Meeting.

**Special Assessments:** Special assessments may be made from time to time to fund road improvements and other similar projects for community improvement. Special assessments must be approved by 2/3 vote of membership present at the Annual Meeting.

## **Standing Committees**

Three permanent committees consisting of at least three members each shall serve the following functions:

**Streets and Roads:** This committee will evaluate and make recommendations with cost estimates to the Board for the maintenance of streets. This committee is empowered to establish policy with regard to priorities for road improvements and allocation of funds for road maintenance. In general, maintenance of primary streets will have priority over secondary and tertiary streets.

**Public Affairs:** This committee will be a liaison with our surrounding community and government to promote the best interests of our Community. They should keep themselves apprised of such things as water quality standards, mailboxes and mail delivery, municipal incorporation issues and maintaining good relations with the Saddlebrooke Homeowners Community.

**Audit Committee:** This committee will audit the Community's financial records once each year and affirm that the books balance and all expenditures are in accordance with the wishes of the Board and Community as reflected in the minutes kept by the Secretary.

The Chairperson and Vice-Chairperson (if applicable) of each committee will be a member of the Board while the remaining members will be selected from the community at large.

## **Amendments**

Any amendment to these bylaws must be enacted at an Annual Meeting by a 3/4 majority of votes cast.

Revised 10/11/2024