THE VILLAGE AT WORDEN'S POND HOMEOWNER'S ASSOCIATION

CONSTITUTION AND BY-LAWS (Revised August 2026)

ARTICLE I - TITLE

Section I. The name of this organization that represents homeowners within this senior residential community shall be:

THE VILLAGE AT WORDEN'S POND HOMEOWNER'S ASSOCIATION, INC.

ARTICLE II- OBJECTIVES

Section 1. The objectives of this association shall :

a. Promote sociability.
b. Retain all rights and powers, including the power to negotiate for, acquire and operate this manufactured home community on behalf of the member residents in accordance with R.I. Mobile & Manufactured Homes Statute 31-44-3.1
c. Operate as a non-profit corporation under the Rhode Island Statutes.

ARTICLE III- MEMBERSHIP

Section 1. Any person who is a household owner in the Village is eligible to become a voting member of this Association. Renters may be associate members with no voting privileges.

Section 2. Privileges of Membership:

a. Each member shall be entitled to one vote on all matters except if a vote became necessary regarding Rhode Island Mobile & Manufactured Homes Statute 31-44-3.1 as referred to ARTICLE II, Section 1, Paragraph C, of the Constitution. Then, there shall be only one vote per member household.
b. Each member has the right to debate any question.
c. Each member shall be eligible for election to office.
d. This organization shall be non-sectarian and non-political.

ARTICLE IV- ANNUAL DUES

Section 1. The amount of annual dues shall be decided at each April meeting by a vote of the membership.

Section 2. Dues are payable in full by June 30th of each year.

ARTICLE V- EXECUTIVE BOARD

Section 1. The Executive Board of the Village at Worden's Pond Homeowner's Association, Inc. shall consist of Seven (7) Trustees which include a President, Recording Secretary, and Treasurer.

a. Shall be elected by the membership.
b. Officers shall be elected by the Executive Board members.
c. Term of office shall be two (2) years, with a maximum of two (2) consecutive two (2) year terms.
d. Shall upon leaving office, return to the Recording Secretary all documents and any information they have in their possession pertaining to their position.

ARTICLE VI- DUTIES OF THE EXECUTIVE BOARD

Section 1 The **Board** shall:

a. Appoint all committees.
b. Appoint officer(s) to fill vacancies for an unexpired term occasioned by the resignation, death or incapacity of a Board member.
c. Be responsible for the records and property of the Association.
d. Audit financial books annually by three (3) Trustees.

Section 2 The **President** shall:

a. Be responsible for arranging the time, place, and preside at all meetings of the Association and the Executive Board.
b. Call special meetings as required.

Section 3 The **Recording Secretary** shall:

a. Keep minutes of the Association and Executive Board meetings.
b. Be responsible for all records of meetings which shall be retained for seven (7) years.

Section 4. The **Treasurer** shall:

a. Keep a record of all monies received and disbursed, and shall present the report to membership and the Executive Board at meetings.
b. Shall disburse monies only upon a vote of the membership, and/or approval of the Executive Board.
c. Shall have available a discretionary fund of one hundred dollars ($100.00) which may be disbursed without the approval of the membership or the Executive Board for incidental expenses, providing receipts for all such discretionary expenses are presented to the Executive Board at the next meeting following such disbursements.
d. Shall present to the Membership a Financial Report of Income and Expenses at the Annual Meeting prior to the installation of Officers.

ARTICLE VII- NOMINATION, ELECTION AND INSTALLATION OF TRUSTEES

Section 1. Any member of the Association in good standing may inform the Executive Board of his/her interest in serving on the Executive Board.

Section 2. No member shall be deemed an eligible candidate unless his/her dues are paid in full.

Section 3. Installation of newly elected Trustees shall take place at the Annual Meeting in June following the announcement of the election ballot results.

ARTICLE VIII- COMPENSATION

Section 1. There shall be no compensation awarded for any position held in this organization.

ARTICLE IX- VOTING REGULATIONS

Section 1. Voting will be held at the Clubhouse during the Annual Meeting on the third (3rd) Tuesday of June.

a. Two volunteers will be selected to supervise voting, checking membership of all voters.
b. Present Trustees may not be a volunteer.
c. Absentee ballots will be available upon request and must be received by election day.
d. Election results will be announced at the completion of ballot counting by a member of the Board and the new Trustees welcomed.

ARTICLE X- MEETINGS

Section 1. Regular meetings of the Executive Board and their times shall be announced by the President and held on the first (1st) Tuesday of April, May, June, September, October, November, and December.

Section 2. General membership meetings will be held on the third (3rd) Tuesday of April, May, June, September, October, and November.

Section 3. All meetings will be announced in the village newspaper, The Crier, posted in the village calendar, at the VWPHOA bulletin boards, on the village Facebook page, and street signs including their time and place.

Section 4. Regularly scheduled meetings can be cancelled by the President.

Section 5. The President may call special meetings at any time or upon written request of six (6) members of the Association.

Section 6. A quorum of five (5) members of the Executive Board shall be required to transact business of the Association. Of that five (5), two (2) shall be officers.

Section 7. The order of business at each meeting shall be:

a. Call to Order
b. Pledge of Allegiance to the Flag
c. Secretary's Minutes
d. Treasurer's Report
e. Reports of Committees
f. Unfinished Business
g. New Business

ARTICLE XI- COMMITTEES

Section 1. Standing Committees shall consist of.

a. An Activities Committee to plan, publicize, and conduct all social functions of the Association.
b. A Welcome Committee to meet and greet new village homeowners and invite them to join the Association

Section 2. The Board shall appoint chairpersons for the above committees as needed.
Section 3. of additional committees to further carry out the aims and purposes of the organization is left to the discretion of the Board.

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ARTICLE XI - AUTHORITY

Section 1. In all legal controversies not covered by the Constitution or By-Laws, Robert's Rules of Parliamentary Procedure shall be authoritative.

ARTICLE XIII- AMENDMENTS

Section 1. The By-Laws may be amended by a two-thirds (2/3) vote of the members present and eligible to vote at any regular meeting of this organization.

Section 2. A notice of intention to amend the by-laws must be published in The Crier at least seven (7) days prior to the date of the meeting at which such action is to take place.

ARTICLE XIV- DISSOLUTION

Section 1. In the event of the dissolution of this organization for any reason whatsoever, any monies remaining in the treasury shall be used:

a. To pay any outstanding bills.
b. Any balance remaining is to be distributed to various charitable organizations as voted by the membership.