

**AMENDMENT TO THE BYLAWS
OF THE
LAKE FOREST PROPERTY OWNERS ASSOCIATION, INC.
(January 25, 2024)**

WHEREAS, the Lake Forest Property Owners Association, Inc. (the "Association") is an Alabama non-profit corporation;

WHEREAS, the Amended and Restated Bylaws of the Association were recorded December 16, 2022, in the records of the Office of the Judge of Probate for Baldwin County, Alabama, Instrument No. 2038562 ("the Bylaws"); and

WHEREAS, the Lake Forest Property Owners Association, Inc. adopted and approved these Amendments to the Bylaws for the Association as set forth herein.

NOW THEREFORE, the Bylaws of Lake Forest Property Owners Association, Inc. are amended, effective March 29, 2024, to add Sections 5.16 through 5.23, inclusive, as follows:

SECTION 5.16. ANNOUNCEMENT OF COMMITTEES. Subject to these Bylaws, each year following the Annual Meeting and at or before the May stated meeting of the Board of Directors, the Board of Directors shall consider and adopt a resolution announcing the established committees and said resolution shall include the title of each committee, the names of each committee member, and the names of the committee chairs. Committees may designate a vice chairperson who shall serve as chairperson in the absence of the chair.

SECTION 5.17. COMMITTEE CHAIRPERSON. The committee Chairperson of every committee (standing committees, special or ad hoc committees, and otherwise) shall preside over all meetings of their respective committee, and facilitate discussion, deliberations, and decisions of the committee. The Chairperson will be responsible for scheduling, following the pre-planned agenda, and assuring the complete agenda is covered, as well as covering any new business brought before the committee that is accepted by the Chair as germane to the committee's role and is timely with respect to the agenda. The Chairperson shall determine when all business is complete.

SECTION 5.18. COMMITTEE DECISIONS. All committees should function on a consensus basis and be open to the thoughts and opinions of fellow committee members. The Chairperson shall facilitate discussion of matters before the committee. Decisions of a committee shall be made by majority vote of its members present at the meeting at which a quorum is present.

SECTION 5.19. QUORUM. A majority of committee members present in person shall constitute a quorum of a committee. Members of committees may participate in a meeting of such committee by means of a conference telephone, video, or similar communications equipment by means of which all persons participating in the meeting can hear each other at the same time and participation by such means shall constitute presence in person at a meeting.

SECTION 5.20. NOTICE OF MEETINGS. The Chairperson shall determine the time and location of meetings but shall take reasonable steps to coordinate a time and place for meetings that is acceptable to committee members. It is encouraged that a standard time be set for recurring committee meetings (such as the 1st Wednesday of the month, or similar designation) and a standard meeting location (such as the 19th Hole).

SECTION 5.21. COMMITTEE MEETING MINUTES. Committee Chairpersons shall ensure that summary meeting minutes indicating decisions of the committee are prepared and signed by the Chairperson. The written record of meetings shall contain the date and time of the meeting, the attendance at the meeting, and any decisions made by the committee. The signed meeting minutes of the committees shall be included in the Board members' packet for Board work sessions and the Stated Meeting.

SECTION 5.22. COMMITTEE RECOMMENDATIONS. The Committee Chairperson shall be responsible for submitting any matter or recommendation that is going to require a vote of the Board to the Board of Directors at least seven (7) days prior to an expected vote of the Board. The only exceptions to this requirement are actions designated as an "Emergency" by vote of a majority of the Board of Directors. Additionally, any committee member, before taking an active role in working directly with an engineering firm, consultant, or contractor, on specific LFPOA business, shall get the approval for such role by a majority vote of the Board of Directors.

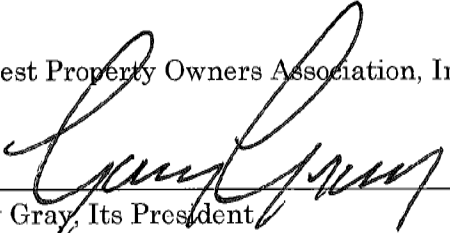
SECTION 5.23. COMMITTEE COMMUNICATIONS. The Chairperson of any committee shall be responsible for obtaining Board approval of decisions by the committee that involve the potential expenditure of LFPOA funds, any potential revision and/or rescission of the LFPOA governing documents, any potential changes to previously established operating conditions of the LFPOA, and potential communications intended for the general public. In this context, communications mean information transmitted in news releases to the press, interviews to be given with the press, or any form of information to be provided to non-LFPOA members (i.e. the general public). This communication requirement does not apply to responding to questions posed by the membership of the LFPOA that has been delegated to the Communication Committee and/or Management by Board of Directors. Nor does this requirement apply to responses by Board members to questions by the membership given as their personal opinion and not the official position of LFPOA. Official publications of the LFPOA, such as the Digital Newsletter and e-blasts, are also not subject to this restriction but shall require approval by the Chairperson of the committee that has jurisdiction over the subject matter (example: a communication of potential change in architectural guidelines shall be approved by the Chairman of the ARC). If there are potential legal issues that may be involved in the information which may impact the interest of LFPOA, the various committees of the Board, the Management

Company, and/or membership of the Board, the Board shall consult with the corporate attorney prior to dissemination.

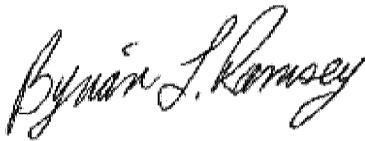
NO OTHER CHANGES TO THE BYLAWS ARE MADE NOR INTENDED.

IN WITNESS WHEREOF, the Board of Directors of the Lake Forest Property Owners Association, Inc. have approved these Amendments to the Bylaws effective March 29, 2024, and have caused their duly authorized officers to certify the adoption thereof on this the 25th day of January, A.D. 2024.

Lake Forest Property Owners Association, Inc.

By: 
Gary Gray, Its President

Attest:



By: _____
Byrian Ramsey, Its Secretary

Document prepared, based on information provided by the Association, by:
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