

BYLAWS

FOX RUN CAMP SITES PROPERTY OWNERS ASSOCIATION, INC.

Bylaws dated 5/29/2021 including Appendix A, B, C and D are approved as written.

<u>Mary Arnold</u>	President	Date <u>6/5/2021</u>
<u>Sue Elliott</u>	Vice-President	Date <u>6/5/21</u>
<u>Pam Hunt</u>	Treasurer	Date <u>6/1/21</u>
<u>Dee Schneider</u>	Secretary	Date <u>6/5/21</u>
<u>Mary Huchner</u>	Maintenance Officer	Date <u>6/7/21</u>
<u>Jenni Brumbaugh</u>	Social Director	Date <u>6-5-21</u>
<u>Elizabeth M. Hale-Hessell</u>	Officer at Large	Date <u>6/5/2021</u>

Note 1: Waiver (grandfather clause) will be granted to present owners for minor violations of these bylaws. The waiver must be approved by the board of directors. In the event the property line rule is violated, both lot owners are to be aware of the waiver.

Note 2: Waivers are transferable if and when property is sold, except when a different vehicle or structure is installed.

Note 3: These bylaws replace the present bylaws document on file at the Franklin County Courthouse

ARTICLE I. NAME OF ORGANIZATION

Fox Run Camp Sites Property Owners Association, Inc. For the purpose of shortening this document, title of Association will be referred to in here as "FOX RUN".

ARTICLE II. CORPORATE PURPOSE

This corporation is organized exclusively for recreational purposes.

ARTICLE III. CAMPING SEASON

The camping season will normally be operated as follows at the board of directors' discretion:

- The first weekend in March the electric (weather permitting) will be turned on; and the water (weather permitting) will be turned on April 1st; any member may open the gate with their personal key.
- The swimming pool will open Memorial Day weekend and close Labor Day evening.
- The water will be turned off during the first weekend in November and all restrooms will be locked.
- The electric will be turned off during the first weekend in December.

Members must ensure that the gate is locked when you enter and leave during the months of November through April.

ARTICLE IV. LOT CLASSIFICATION and PROPERTY GUIDELINES

Section 1. Lot Classification: All lots in Fox Run subdivision shall be classified as camp sites, except for that area containing approximately 68,000 square feet shown on the recorded plat as commercial/recreational and is designated as Lot #117.

Section 2. Said camping sites are to be used exclusively for single family temporary camping purposes and for placement thereon of commercially produced camping vehicles not to exceed 40 feet in length. Only camping units approved by the Recreational Vehicle Industry Association (RVIA) or the Recreational Park Trailer Industry Association (RPTIA) are allowed. Mobile homes (house trailers) and container homes (tiny houses) are prohibited.

Section 3. A maximum of 1 storage shed not to exceed 144 square feet may be erected. The appearance must have the similar look of a commercially produced product. No permanent structures shall be constructed except storage sheds, patios, decks, and awnings. No other permanent structure may be constructed.

Section 4. Privacy fences are not permitted, except along the outer perimeters of the campgrounds. Other fences may not exceed 4 feet in height. Chain link fences are prohibited.

Section 5. No tents may be used for camping for an extended period (maximum of 14 days) of time. A maximum of one camping unit and tent per camp site is permitted unless approved by the board of directors.

Section 6. All fires must be contained in a fire ring or fireplace and must be attended at all times. No burning of leaves, brush, or trees is permitted in public roadway. No fires of any kind are permitted in the campground when the water is shut off (November 1- April 1).

Section 7. No hunting or shooting of firearms is permitted. Trapping is permitted only for the purpose of removing and relocating wildlife creating a campground nuisance.

ARTICLE V. SOLICITATION

Section 1. No lot shall be used to conduct a business or profession. No solicitation is permitted except for when a property owner brings in a realty company to sell their camp site.

ARTICLE VI. CAMPING UNITS/LOT MAINTENANCE

Section 1. All camp sites must be kept clean, mowed, free of debris, including removal of dead trees and kept in a tidy manner. Failure to do so will result in a warning from the board of directors. A 14-day grace period will be allowed for the property owner to make corrections. Failure to do so will result in the property being restored to a tidy manner by a person designated by the board of directors. The designated person will not be classified as a trespasser and will not be liable for damages to the property removed. A proper fee for this service will be assessed and collected from the property owner. A proper fee for this service will be assessed and collected from the property owner.

Section 2. All camping units must be kept in good condition, including painting and exterior maintenance.

Section 4. Property owners are responsible for electric, water and sewer from the main line. If there is a problem and repairs are done, the maintenance officer will be responsible for overseeing the electric and water repair. (If repairs are made to the water lines, a shut-off valve, must be installed at the time of the repair. Plus, it is the responsibility of both lot owners who are connected to the water line to share the cost of the repair.)

Section 5. Prior to any electrical or water repair the lot owner must notify a Board member, who in turn, will notify the lots that will be affected by the turning off of power and/or water prior to the repair being done.

ARTICLE VII. MEMBERSHIP

Section 1. Eligibility for Membership

Must be a property owner.

All property owners agree to abide by the bylaws and rules and regulations at the time of the property closing.

Section 2. Annual Dues and Late Fees

The amount required for annual dues shall be \$500 each year, unless changed by a majority vote. Continued membership is contingent upon being up-to-date on membership dues. Annual dues are due on March 1st of each year. The member may choose to pay in two equal installments due on or before March 1st and July 1st. Late fees will be assessed for payments received after the due dates. See **Appendix D**.

A lock may be placed on the water spigot after 10 days for nonpayment. Locks will be removed after payment of outstanding dues and late penalties are received. A lien may be filed against the property owner's property for any outstanding fees.

If there are extenuating circumstances (hardships), you may contact the treasurer. Any arrangements for payment plans must be agreed upon prior to March 1 and must be approved by the President and/or Vice President and the Treasurer. Any payment plans are applicable for the current year only and not on a recurring basis.

The dues amount is subject to change as agreed to by a majority of members who are present at a meeting when the subject of dues change is placed before the membership and the change approved by a 51% majority.

Said moneys will be used for upkeep, promotion, and maintenance of the park, including roads, recreational and comfort areas, water, electricity, liability and property insurance, taxes, equipment, and bonding of said board members who have access to bank accounts.

Twenty Percent (20%) of the annual membership dues will be allocated to the maintenance savings account for future improvements.

Section 3. Rights of Members

The property owner or owners of each camp site shall be entitled to one voting membership per lot. The membership shall elect a set of officers on an annual basis at the Labor Day weekend meeting.

Section 4. Responsibilities

All property owners must agree to comply with the Rules of Conduct for everyday operations of the park. See **Appendix B, C & D**. A copy of the Rules of Conduct will be placed on the bulletin board in front of the bath house, posted on Facebook Owners only page and available on paper.

Illegal behavior such as underage drinking, abusive or obscene language, public display of sexual behavior, public drunkenness will not be permitted. Nor will behavior that can cause or causes physical injury or invades upon a person(s) safety (i.e. speeding on park roads) privacy or property be permitted. Such behavior will result in an initial warning. If the behavior does not stop, an appropriate fine will be assessed and/or authorities being called.

Property owners will be held accountable for their guest's behavior, which may result in the guest in violation being banned from the park.

Situations requiring immediate action should be handled by campground security. If necessary, security will contact local law enforcement.

Complaints, concerns, or issues from property owners must be submitted to the board in writing or via email (frcasso1@gmail.com). When complaints, concerns or issues are submitted to the board the property owner should also submitted a resolution to be considered.

ARTICLE VIII. MEETINGS OF MEMBERS

Section 1. Regular Meetings

Regular meetings of the members shall be held during the months of May through October, at a time and place designated by the board.

Section 2. Annual Meeting

An annual meeting of the members shall take place in the month of September, the specific date, time, and location of which will be designated by the board. At the annual meeting the members shall elect directors and officers, receive reports on the activities of the association, and determine the direction of the association for the coming year.

Section 3. Special Meetings

Special meeting of the members may be called by the board when necessary. Written notice of the meeting shall be mailed or delivered by the secretary to each voting member not less than two weeks prior to the meeting. The notice shall contain the place, day and hour, and purpose of the meeting. At the time of notification, members will be apprised if a vote is to be taken.

Section 4. Quorum

A quorum for a meeting of the members shall consist of at least fifty-one percent (51%) of the membership present.

Section 5. Voting

All issues to be voted on shall be decided by a simple majority of those present at the meeting in which the vote takes place, with the exception, of election of officers.

ARTICLE IX. BOARD OF DIRECTORS

Section 1. General Powers

The affairs of the Corporation shall be managed by its Board of Directors. The Board of Directors shall have control of and be responsible for the management of the affairs and property of the Corporation.

Section 2. Number, Requirements, and Qualifications

The number of directors shall consist of seven (7) members, including the following: The President, the Vice-President, the Secretary, the Treasurer, the Social Director, Maintenance Officer, and the Officer at Large.

The members of the board of directors shall, upon election, immediately begin the performance of their duties and shall continue in office until their successors shall be duly elected and qualified. All members of the Board of Directors must be approved by a majority vote of the total membership.

The powers and duties of the officers are included in **Appendix A**

No two members of the board of directors related by blood or marriage/domestic partnership within the second degree of descent or kinship may serve on the board of directors at the same time.

Each member of the board of directors shall be a member of the Corporation whose membership dues must be currently up to date. The president, vice president and treasurer offices require the member of the Corporation to have been a member for three years and whose name has been submitted by the nomination committee.

Each member of the board of directors shall make every effort to attend all scheduled meetings.

Section 3. Enforcement of Violations of Rule and Regulations

It is the board of director's responsibility to enforce all rules and regulations. Bylaws and rules and regulations are in place to secure order in the campground and protect residents.

Enforcement may include a verbal warning, a notice of alleged violation being sent to the property owner, assessment of a fine, holding property owner responsible for any costs incurred, suspending the rule-breaking property owner's right to use the common areas, hold property owner responsible for any attorney fees or costs incurred by the association in enforcing a rule, placing a lien on an property owner's property until fines are paid or until the rule is abided by, or a decision is reached in legal court.

See Appendix D for violations and specific fines.

Section 4. Maintenance Expenditures

It is the discretion of the currently elected board of directors to determine repair expenditures and upkeep for the park. Repairs should not exceed \$3,000 per repair with an annual limitation of \$6,000.00. All renovations and non-emergency expenditures exceeding \$3,000 shall be approved by the majority of said members present at a meeting.

Emergency expenditures may be performed without a meeting vote. Such expenditures will be presented at the next meeting for acceptance.

It shall be the property owner's responsibility to pay the sewage bill as it is assessed by the Brookville Lake Regional Waste District.

Section 5. Regular and Annual Meetings

The board of directors may provide by resolution the time and place, for the holding of regular meetings of the board. Notice of these meetings shall be sent to all members of the board of directors no less than ten (10) days, prior to the meeting date.

Section 6. Special Meetings

Special meetings of the board of directors may be called by or at the request of the President or any two members of the board of directors. The person or persons authorized to call special meetings of the board of directors may fix any location, as the place for holding any special meeting of the board of directors called by them.

Section 7. Notice

Notice of any special meeting of the Board of Directors shall be given at least two (2) days in advance of the meeting by phone, or electronic methods (email or text).

Section 8. Quorum

The presence, in person, by conference call, by zoom meetings, or by electronic methods (email or text) of a majority (4 members) of current members of the board of directors shall be necessary at any meeting to constitute a quorum to transact business. A lesser number (less than 4) shall have power to adjourn to a specified later date without notice.

Section 9. Vacancies

Whenever any vacancy occurs in the board of directors it shall be filled without undue delay by a majority vote of the remaining members of the board of directors at a regular meeting.

Section 10. Compensation

Members of the board of directors shall not receive any compensation for their services as directors.

Section 11. Confidentiality

Directors shall not discuss or disclose information about the Corporation or its activities to any person or entity unless such information is already a matter of public knowledge, such person or entity has a need to know, or the disclosure of such information is in furtherance of the Corporations' purposes, or can reasonably be expected to benefit the Corporation.

Directors shall use discretion and good business judgment in discussing the affairs of the Corporation with third parties.

Section 12. Parliamentary Procedure

Any question concerning parliamentary procedure at meetings shall be determined by the President by reference to Robert's Rules of Order.

Section 13. Removal.

Members of the board of directors who are removed for failure to meet the minimum requirements, automatically forfeit their positions on the board. All keys and information held in their possession shall be turned over to the board.

ARTICLE X. OFFICERS

The officers of this Board shall be the President, Vice-President, Secretary, Treasurer, Social Director, Maintenance Officer, and the Officer at Large. All officers must have the status of active members of the Board.

Section 1. Election of Officers

The Nominating Committee (3 to 4 property owners) shall submit the names of those persons for the respective office at the August meeting. Nominations shall also be received from the floor after the report of the Nominating Committee. The election shall be held at the annual meeting. Those officers elected shall serve a term of one (1) year, commencing at the next meeting following the annual meeting. Incoming officers will work with the outgoing officers until the end of the calendar year or longer if necessary.

Section 2. Voting

Voting will occur on the Saturday preceding Labor Day at the pavilion.

Voting will take place between 12:00 PM and 2:00 PM. There will be three (3) property owners accepting ballots during this time.

Proxy forms will be available for those lot owners who will not be available on voting day.

Proxy forms must be presented at the time of voting. Proxies are limited to two (2) sealed proxies per property owner.

Votes will be counted by those property owners collecting the votes.

There will be a General Meeting at 4:00 PM at the pavilion to announce the elected Officers.

Section 3. Removal of Officer

In the event, that it is determined necessary to remove an officer, a special meeting will be held for the board to vote on removal of the officer. A majority of votes are necessary for this removal. At this meeting, a replacement will be made by board vote.

Section 4. Vacancies

In the event, that an officer is unable to complete the term in office, the said person shall notify the president who will appoint an alternate with the concurrence of the majority of the remaining officers. In the event the person who is unable to complete the term is the president, the president will appoint the vice-president as the alternate.

ARTICLE X. – BONDING & INSURANCE

Section 1. Bonding

A surety bond must be secured for any officer that has access to the bank accounts of Fox Run.

Section 2. Insurance

The corporation will maintain liability insurance policy Fox Run Camp Sites Property Owners Association, Inc.

ARTICLE XI. BOOKS AND RECORDS

The corporation shall keep complete books, records of accounts, minutes of the proceedings of the board of directors and membership meetings.

ARTICLE XII. AMENDMENTS

Section 1. Bylaws

The Board of Directors shall submit any proposed change(s) or addition(s) to the Bylaws to the membership for discussion. After a discussion has taken place on the proposed change(s) or addition(s) by the membership a vote will be taken. All changes or additions to be voted on shall be decided by a simple majority of those present at the meeting.

ADOPTION OF BYLAWS

We, the undersigned, are all directors of this corporation, and we consent to, and hereby do, adopt the foregoing Bylaws, consisting of the nine (9) preceding pages, as the Bylaws of this corporation.

ADOPTED AND APPROVED by the Fox Run Camp Sites Property Owners Association, Inc.
membership on this 29th day of May, 2021.

Mary A. Arnold

Mary Arnold, President

Fox Run Camp Sites Property Owners Association, Inc.

Dee R. Schneider

ATTEST: Dee Schneider, Secretary

Fox Run Camp Sites Property Owners Association, Inc.

BYLAWS
FOX RUN CAMPGROUND
REVISION HISTORY

12/12/96 Initial Proposal

1/25/97 **Results of Team Meeting** – (copy sent to all **Fox Run** members by Don Morgan with accompanying letter dated February 3, 1997).

An asterisk (*) indicates a change from the initial proposal

1/30/97 Appendix B was retyped by Don Morgan as the master in his possession did not reproduce (no changes were made to the words).

5/15/97 Assigned page number and date to each page. Font was changed to provide best coverage. (No changes were made to the words.) Added a revision history page and a cover page, which will show approval of this set of by-laws when it is approved by the membership.

7/5/97 The issue delivered to the membership dated 1/25/97 was reviewed by the members present at the May 24, 1997 meeting and proposed changes were voted on by those present. These changes have been reviewed with the by-laws committee and are identified by an * in the right-hand column of this issue. A special meeting is being held on July 5, 1997 at which time this issue dated July 5, 1997 will be approved by 55% of the members present or rejected. If approved, all officers will sign the master copy of this document.

7/5/97 At the July 5, 1997 meeting, several changes were voted on and approved by the membership.

They were:

- 1) Modify para. 14 of the bylaws to replace the word "may" with the word "will" in two places.
- 2) In Appendix B made 2 changes and one addition
 - a. In para. 1, change 12:00 PM to 12:00 AM
 - b. In para. 4, delete a complete sentence so that it now reads, "Leisurely riding of motorcycles, golf carts, or similar vehicles on **Fox Run** premises is prohibited. These vehicles may not be operated by anyone under the age of 16. Property owners are responsible for their children and guests.

- c. Add para. 21, to read "Fund raising monies collected in the park, including "SPLIT THE POT", shall be held by an officer and designated to be used for campground activities.

5/29/2021

At the May 29, 2021, meeting, several changes were voted on and approved by the membership.

They were:

- 1) Cover Page – changed the word "site" to "sites"
- 2) Article I – changed the word "site" to "sites"
- 3) Article III – modified to state that gates are to be locked from November through April
- 4) Article IV, Section 3 – deleted last sentence (repetitive)
- 5) Article IV, Section 4 – "chain link fences are prohibited
- 6) Article IV, Section 6 – deleted
- 7) Article V, Section 2 – changed word "reality" to "realty"
- 8) Article VI, Section 2 – combined with Section 1
- 9) Article VI, Section 3 – changed words "maintained exterior" to exterior maintenance"
- 10) Article VI, Section 4 – changed the word "inspecting" to "overseeing"
- 11) Article VI, Section 4 – added the following after the last sentence: "Plus, it is the responsibility of both lot owners who are connected to the water line to share in the cost of the repair."
- 12) Article VI, Section 5 – added the following: "Prior to any electrical or water repair the lot owner must notify a board member, who in turn, will notify lots that will be affected by the turning off of power and/or water prior to the repair being done."
- 13) Article VII, Section 2 – added wording "for nonpayment" to 1st sentence
- 14) Article VII, Section 2 – changed the word "is" to "are" in 2nd sentence
- 15) Article VII, Section 2 – changed the word "excess" to "access"
- 16) Article IX, Section 4 – added to 2nd sentence: "per repair with an annual limitation of \$6,000.00."

- 17) Article IX, Section 11 – deleted last paragraph
- 18) Article X, Section 1 – added the following: “Incoming officers will work with the outgoing officers until the end of the calendar year or longer if necessary.”
- 19) Article X, Section 3 – changed word “membership” to “board”
- 20) Article XII, Section 1 – modified paragraph to read: “The Board of Directors shall submit any proposed change(s) or addition(s) to the bylaws to the membership for discussion. After a discussion has taken place on the proposed change(s) or addition(s) by the membership a vote will be taken. All changes or additions to be voted on shall be decided by a simple majority of those present at the meeting.”
- 21) Appendix B, General Rules
 - a. # 1 – changed 9:00 am to 8:30 am
 - b. # 2 – changed March to April
 - c. #17 – added: “Washers and dryers are prohibited”
- 22) Appendix B – Property
 - a. #3 – added: “Plans for sheds and fencing must be presented to the board for approval.”
- 23) Article XII, Section 2 – added to last paragraph “Twenty Percent (20%) of the membership dues will be allocated to the maintenance savings account for future improvements.”

APPENDIX A
BYLAWS
FOX RUN CAMPGROUND

Subject: Powers and duties of officers

The Board of Directors consists of those officers whose titles appear in paragraph 12 and whose duties are described here.

The **President** – the office of president includes fulfilling a leadership role by determining goals and/or focus for the board of directors and the association. Also, setting a specific tone and carrying out actions deemed appropriate for the board of directors and the association. He/she is subject to the general control of the board of directors. The president shall manage and supervise all the affairs and shall discharge all the usual functions of the chief executive officer of a not-for-profit corporation. The president shall preside at all meetings of members and directors and shall have such other powers and duties as the bylaws present or the board of directors prescribe. For internal audit controls he/she shall appoint one member of the association independent of the board to reconcile bank statements on a quarterly basis and another member to perform an annual audit twice a year of the financial records.

Plus, the following tasks:

1. Turning on/off all electric breakers (December 1st and March 1st)
2. Scheduling for water to be turned on/off with Franklin County Water (November 1st and April 1st)
3. Walking the park in the spring when water is turned on to check for underground leaks, broken/leaking hydrants, and other issues
4. Walking the park in the fall during potential freezing weather to ensure no unoccupied hydrants are on
5. Works with the Maintenance Officer for clean-up day tasks including but not limited to: pressure washing, weeding, mulching, playset clean-up/maintenance.
6. Setting timers for bathhouse area lighting. Turning on/off other lights (basketball court, corner pole lights) as needed
7. Identifying lots that are not maintained as according to the bylaws.
8. He/she should be available to association members to receive any questions and/or concerns.

The **Vice-President** – in the absence or incapacity of the president shall discharge all the usual functions and duties of the presidential office. The vice-president shall oversee the operation of the swimming pool and the bathhouse. He/she shall perform such duties as the president and the board of directors may designate.

Pool:

1. Opening of the pool in the spring – unusually around the 1st of May to have it cleaned in time for Memorial Day opening. Includes removing the cover, cleaning pool deck, cleaning pool, installing ladders/handrail, de-winterizing, bringing lounge chairs/chairs out, etc.
2. Ordering/supplying chemicals, test strips, etc.
3. Scheduling chlorine delivery and setup of bi-weekly deliveries
4. Setup and schedule pick up of pool sample every Friday morning
5. Securing a cleaning staff/crew for regular daily cleaning
6. Educating said cleaning staff/crew on means/methods and operation of pool equipment
7. Scheduling winterization/closing of the pool – pool closes on Labor Day. Includes removing ladders/handrail, removing directional flow covers, lowering water level, installing pool cover, etc.

APPENDIX A (continued)

BYLAWS

FOX RUN CAMPGROUND

Bathhouse:

1. Securing a cleaning staff/crew for regular daily cleaning
2. Educating said cleaning staff/crew on means/methods
3. Ordering/supplying cleaning supplies, toilet paper, garbage bags, soap, etc.
4. Winterizing the bathhouse. Includes emptying the hot water heaters, shutting off the water supply, purging the plumbing lines of air, filling lines/traps with RV antifreeze

The **Secretary** – shall attend all meetings of members and of the board of directors, and shall keep or cause to be kept, in a book provided for the purpose, a true and complete record of the proceedings of such meetings.

The secretary shall:

- Perform a like duty, when required, for all standing committees appointed by the board of directors.
- Attend to the giving and serving of all notices of the **Fox Run Camp Site Property Owners Association, Inc.** required by this code of bylaws.
- Prepare letters and/or notices to be sent to lot owners as deemed necessary by the board of directors.
- Prepare agendas for each general meeting of lot owners and post agenda on the Fox Run Owners Only Facebook page and the bulletin board at the bathhouse and put copies in the white mailbox at the entrance of the park.
- Have custody of the books (except of account) records and in general perform all duties pertaining to the office of secretary.

The Treasurer – shall:

- Keep correct and complete records of accounts, showing accurately at all times the financial condition of the association.
- Have charge and custody of, and be responsible for, all funds, notes, securities, and other valuables which may time to time come into possession of the association.
- Deposit, or cause to be deposited, all funds of the association with such depositories as the board of directors designated.
- Furnish at meetings of the board of directors, or whenever requested, a statement of the financial condition of the association within a reasonable period of time.
- Be responsible for the issuance of checks against the association checking account maintained in a local bank to pay for goods and services. The newly elected treasurer will arrange with this local bank for the signature of the elected president and treasurer to be honored for the signing of association checks (one signature is required on all checks).
- In general, perform all duties as these bylaws or the board of directors may prescribe.
- Completion of Indiana State Entity report bi-annually.
- Provide financial information to the association's CPA group annually for filing of taxes.
- Monitors association's email account.
- Responsible for picking up mail from the P.O. box.
- Obtain W9 forms for all services used that are not incorporated.
- Issue 1099 forms

APPENDIX A (continued)

BYLAWS

FOX RUN CAMPGROUND

The treasurer and any other board member with the ability to sign checks a Surety Bond must be obtained.

The Social Director – shall attend all meetings of the members and the board of directors and shall be chairman of the social committee.

- social director shall form a committee to assist in developing a calendar of social events for board approval.
- the annual budget should not exceed \$2,000.00.
- social director shall also have event volunteers in place to cover all the events during the season
- calendar of social events must be completed by mid-April
- He/she will be responsible for communicating the event details through Facebook on the Fox Run Owners Only site, post on the bulletin board at the bathhouse and place copies in the white mailbox, plus writing events on the white board at the entrance of the park.
- Social Director must ensure that volunteers are in place for all Fox Run Days activities.

The Maintenance Officer – shall attend all meetings and shall be the chairman of all maintenance and repairs required on the roads, drains, fences in the public right of way and the commercial/recreational area designated as lot #117.

Maintenance Officer shall:

- form a committee to assist in any maintenance and/or repairs that need to be completed.
- bring any maintenance issues and/or repairs out of the ordinary to the board of directors for approval.
- be responsible in obtaining 3 bids on large projects.
- ensure all work completed by outside vendors are guaranteed and/or include warranty.
- develop property maintenance schedule to include but not limited to roads, valve replacements and electrical upgrade
- oversee equipment maintenance.
- form a Safety Committee to assist in ensuring the safety of Fox Run property owners, their families and guests.

The Safety Committee shall:

- have the authority to enforce the rules and regulations including but not limited to golf carts, playground, pool, etc.

The Officer at Large – shall attend all meetings and shall assist the president in resolving problems and arriving at solutions for any item of concern when asked for advice and counsel by the president. The board of directors may provide other powers and duties as it sees fit.

APPENDIX B
BYLAWS
FOX RUN CAMPGROUND

Subject: Rules of Conduct for everyday operation of the park.

GENERAL RULES

1. Quiet hours are between 12:00 AM and 8:00 AM. No power tools until 8:30 AM. Property owners are to ensure that any family members or guests under the age of 18 return to their lot by 12:00 AM.
2. The security gates will be locked from November 1 through April 1.
3. Contact the Maintenance Officer if you are in need of a key for the lock on the front gate.
4. The speed limit of 5 MPH will be enforced on all streets. That includes cars, golf carts, bikes, etc. (see Appendix C for additional golf cart rules).
5. Fox Run prohibits the use of all fireworks (except for sparklers and smoke bombs).
6. Leisurely riding of motorcycles, mini-bikes, go-karts, ATV's or similar vehicles on Fox Run premises is prohibited. Vehicles may not be operated by anyone under the age of 14.
7. No bike riding in the pavilion. No bike riding after dark.
8. Playground equipment is restricted to children 12 and under. Property owners are responsible for their children and guests.
9. Property owners having children, visitors, and/or renters are responsible for their conduct (i.e. damages either malicious or accidental, assault, etc.).
10. Formal complaints should be submitted, in writing or emailed (frcasso1@gmail.com) to the board of directors.
11. No parking on any street or in the grass common area (lot 117) at any time. There is additional parking at the pavilion. No parking in front of the dumpsters at any time.
12. Household pets must be contained at campsites (fenced or leashed). Cleaning up after your pet is mandatory. Barking dogs must be kept under control.
13. No smoking in or immediately around the pavilion (within 15 feet of all entrance ways to the pavilion).
14. No firearms shall be discharged at Fox Run. Violation of said provision shall result in law enforcement intervention.
15. A \$50.00 fee will be assessed to those members who wish to use the campground facilities. The pool is not included and is considered "off-limits". Reservations can be made by contacting the Social Director to ensure no previous event is scheduled. Members are responsible for cleaning up the pavilion after they have used it. Deposit will be reimbursed except for a \$20.00 surcharge to cover water usage and bathhouse supplies. The fee is assessed to cover any potential damages that the campground may incur.
16. All appliances (i.e. TV, A/C, fans, lights, etc.) MUST be turned off before leaving.
17. Washers and dryers are prohibited.

APPENDIX B (continued)

BYLAWS

FOX RUN CAMPGROUND

POOL

1. Pool hours will be 9:00 AM to 9:00 PM. Exceptions will be made the discretion of the President and Pool Maintenance person.
2. No food or smoking is permitted in the swimming area. Beverages must be in non-glass containers. Food and smoking are permitted in the picnic area only.
3. No rafts are permitted in the swimming pool on weekends/holidays or when the pool is overcrowded, or young children are present.
4. No children under the age of 14 are permitted in the swimming pool without adult supervision. The State of Indiana (Ordinance 410 IAC 6-2.1) requires that any child under the age of 14 years be supervised by an adult while in the pool area. Property owners at Fox Run are totally responsible and liable for the supervision of their children and guests under the age of 14 while at the pool area and while at Fox Run.

PROPERTY

1. Said camping sites are to be used exclusively for single family temporary camping purposes and for placement thereon of commercially produced camping vehicles not to exceed 40 feet in length. If unit is 40 feet in length, then unit must be placed vertically on the lot. Mobile homes (house trailers), container homes and/or tiny homes are prohibited.
2. Porches or decks may be screened in with the plans to be approved by the board of directors.
3. Plans for any structure or replacement structure except for your camping unit must be presented to board of directors for approval.
4. No tents may be used by property owners as their camping unit. Where a commercially produced camping unit is on the camp site, a maximum of two tents may also be erected for holidays and long weekends. All tents must be taken down and removed after a period of one week.
5. Each camping lot is entitled to one camping unit with the following exceptions:
 - a. A property owner may store a parked and closed pop-up camper on his/her lot.
 - b. Guests who own a camping unit are permitted to lodge their unit on your lot for the duration of their visit. Limit one guest unit per property.
 - c. No visit shall extend over a 14-day period unless approved by the board of directors.
6. Small storage sheds not to exceed 144 square feet may be erected (any storage shed built prior to 9/19/20 shall be grandfathered).
7. All camp sites must be kept clean, mowed, free of debris and in a tidy manner. Failure to do so will result in a warning from the Fox Run board. A 14-day grace period will be allowed for owner to make corrections. Failure to do so will result in the property being restored to a tidy manner by a person designated by the Maintenance Officer and that designated person will not be classified as a trespasser or being liable for damages to the property removed. A proper fee for this service will be assessed and collected from the property owner.

APPENDIX B (continued)

BYLAWS

FOX RUN CAMPGROUND

8. Leaves cannot be burned in the road. Leaves can only be burned when the water is on between March 15th through October 31st. Do not leave fires unattended. All fires must be extinguished before leaving the campgrounds.
9. Leaves if placed in a garbage bag, may be put in the dumpster. Rumpke will not pick up anything that is not in the dumpster.
10. It is the responsibility of every lot owner to remove any dead trees that are on their property.
11. The Rumpke dumpsters are for normal trash and garbage. NO large items to be placed in the dumpsters. Rumpke will not pick up any item sitting outside the dumpsters.
12. If you are putting your lot for sale you must inform the treasurer. When sale is finalized the new owner information must be provided to the treasurer. Also, gate keys need to be given to the new owners.

APPENDIX C
BYLAWS
FOX RUN CAMPGROUND

1. Golf Cart Rules are designed to protect property owners and their guests.
2. Golf carts must have working headlights and taillights (or reflector/reflector tape).
3. All golf carts must display 2 inches to 2.5-inch-high lot numbers in plain sight.
4. Property owners must have their golf carts insured for liability coverage under their park/travel trailer insurance policy, or under a separate golf cart policy and sign a Release of Liability/Hold Harmless Agreement.
5. Passengers must always be seated, and there can only be as many passengers as seats on the cart.
6. No one under the age of 14 may operate a golf cart.
7. Drivers must obey posted signs for speed, stop, slow, yield, and all posted traffic signs throughout the park.
8. The Fox Run Board of Directors will review all golf cart violations. Violations are subject to penalties as deemed appropriate by the Fox Run Board such as but not limited to, warning letters, property owner fines.
9. The Fox Run Board of Directors reserves the rights to enforce and to update the golf cart rules as deemed necessary and appropriate.
10. Lights must be on during the dusk to dawn period.
11. The purpose of the Speed Bumps is to maintain the 5 miles per hour speed limit. They are in place to protect property owners, their children and guests. The speed bumps must be crossed and not be avoided by going into a property owner's property or into the park's property on Lot 117. Violators will be warned only once then appropriate action will be taken.

APPENDIX D
BYLAWS
FOX RUN CAMPGROUND

Delinquent Dues

<u>Date Payment Received</u>	<u>Late Fee Charge</u>
On or before March 1 st	No charge
March 2 nd through March 11 th *	\$25.00
March 12 th through March 21 st	\$50.00
March 22 nd through March 31 st	\$75.00
On or before July 1 st	No Charge
July 2 nd to July 11 th *	\$25.00
July 12 th through July 21 st	\$50.00
July 22 nd through July 31 st	\$75.00

*** A water spigot lock will be placed on water line until your bill is paid.**

Any delinquent dues over 31 days will result in the board of directors taking the appropriate action to collect said dues and could result in the board of directors placing a lien on your property.

PENALTIES FOR GOLF CART VIOLATION

1st violation:	a verbal warning
2nd violation:	visit from a board member
3rd Violation:	letter from board plus a \$50.00 fine
4th violation:	letter from board plus a \$100.00 fine
5th violation:	30-day suspension, appear before the board plus a \$150.00 fine
6th violation:	Season suspension, appear before the board plus a \$200.00 fine

The Fox Run Board of Directors will review all golf cart rules violations. Violations are subject to penalties as deemed appropriate by the Fox Run Board of Directors such as, but not limited to, warning letters, driving privileges suspended, and/or property owner fines. Children driving golf carts in our park is a privilege not a right.

PENALTIES FOR GENERAL VIOLATIONS

1st violation:	a verbal warning
2nd violation:	visit from a board member
3rd Violation:	letter from board plus a \$50.00 fine
4th violation:	letter from board plus a \$100.00 fine
5th violation:	30-day suspension, appear before the board plus a \$150.00 fine
6th violation:	Season suspension, appear before the board plus a \$200.00 fine

The Fox Run Board of Directors will review all general violations. Violations are subject to penalties as deemed appropriate by the Fox Run Board of Directors such as, but not limited to, speeding, use of fireworks, adhering to quiet hours, household pets not fenced or leashed and burning of leaves in the road and/or when the water is not on.