

**LIGHTHOUSE ON THE
LAKE ASSOCIATION, INC**

MEMBER MANUAL

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PREFACE

This manual is provided to the members by the Lighthouse on the Lake Association Inc, Board of Directors. The overall purpose is to facilitate the use and employment of Association facilities by its members.

Lighthouse on the Lake Association, Inc was established as a non-profit corporation in 1978. Its Articles of Incorporation, Bylaws and State and Federal regulations and laws govern its operations. It is member-owned and operated. Each membership equates to one share in the corporation. The RV resort is more commonly referred to as "Lighthouse Village"

Lighthouse Village's overall goal is to provide its members a family-oriented campground and outdoor recreation facility. The facilities, activities, Bylaws and Rules and Regulations are all designed to achieve that goal. With over 750 member families the Board of Directors' biggest challenge is establishing policies, which meet the needs and desires of members without unjustly violating the rights of a particular individual or group. This manual outlines those policies. We realize that a particular individual may not like a particular rule or policy. In that case, it is important to keep in mind policies and rules are not made to "please" everyone. Rather, they are designed to achieve the overall goal of Lighthouse Village. Likewise, too many or too restrictive rules and policies tend to undermine the goal. It is the function of your Board of Directors to determine the appropriate balance between too many and too few rules. As changes occur, the Board of Directors will publish them to keep members current.

Finally, your Board of Directors appreciates the active support and involvement of the members. Volunteers in many areas have been the key to our success. We can all be proud that Lighthouse Village is the finest RV resort in Michigan, if not in the Nation. We need and look forward to your continued support.

Board of Directors
Lighthouse on the Lake Association, Inc.

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CHAPTER ONE

ASSOCIATION ORGANIZATION AND FUNCTIONS

BOARD OF DIRECTORS

1. Conduct the affairs and business of the Association.
2. Elect and supervise the Association Officers.
3. Determine the authority and responsibilities to be delegated to Association Officers and the Resort Manager.
4. Develop and approve of the Annual Budget. Monitor the execution of the Annual Budget and approve adjustments to the budget.
5. Manage and control the Association General Operating Reserve Account (GOR) and approve expenditures from the account.
6. Establish and approve policy, rules and regulations for the Association and changes thereto.
7. Decide on disciplinary cases involving members, their families or their guests where potential action could result in formal adverse action such as: suspension of use of the Association facilities; assessment for damages to Association property; termination of membership. These cases would result from violation of one or more Association Bylaws and/or Rules and Regulations and would be referred to the Board by the President.
8. Insure Association business is conducted in accordance with the Association Articles of Incorporation, Bylaws, Rules and Regulations, and civil laws. Take corrective action as deemed appropriate by the board when a violation or error occurs.
9. Establish/disband standing and temporary committees as deemed appropriate by the Board. The President will appoint a Board member as liaison to each standing or temporary committee.
10. Appoint the Election Committee.
11. Approve and manage the execution of the five-year Capital Investment and Rehabilitation Plan.
12. Reference Bylaws for additional information.

ASSOCIATION OFFICERS

PRESIDENT

1. Must be a member of the Board.
2. Serve as Chief Executive Officer of the Association.
3. Be the direct supervisor of the Resort Manager.
4. Ensure that the day-to-day business of the Association is conducted in accordance with the Association Articles of Incorporation, Bylaws, civil laws, and policies established by the Board. Take appropriate action when a violation or error occurs.
5. Has the authority to make decisions in the name of the Association unless specifically reserved for the Board.
6. Keep the Board informed on the operation of the park.
7. Refer to the Board disciplinary actions ON which the Board is required to take final action. The President has the authority to suspend use of all or part of the Association facilities pending final action by the Board.
8. Present to the Board proposed changes, deletions, or new Rules and Regulation.
9. When disagreements as to interpretation of a rule or regulation occurs which cannot be resolved by the Resort Manager, it serves as the next higher decision level in resolving the disagreement. May refer the matter to the Board if, in the President's opinion, modifications, clarifications, or formal exception should be considered.
10. Supervises committees.

VICE-PRESIDENT(S)

1. Must be a member of the Board.
2. The Board will elect at least one Vice-President. The Board will determine the need for more than one.
3. Assist the President in the execution of his/her duties.
4. Specific duties and responsibilities will be determined by the President within his/her vested powers and responsibilities.

5. In the absence of the President, will act on his/her behalf with full authority vested in the office of the President.

TREASURER

1. Must be a member of the Board.
2. Help develop and submit to the Board a proposed Annual Budget. The budget shall include proposed funding for the Capital Investment and Rehabilitation Plan.
3. Oversee and report to the Board the status of execution of the Annual Budget. Recommend to the Board adjustments to the Annual Budget.
4. Oversee financial accounts not included in the Annual Budget, such as sales and committees.
5. Help develop monthly and year-end financial reports for the Board and members.

SECRETARY

1. Must be a member of the Board.
2. Responsible for the keeping of the minutes of the business and other matters transacted at the meetings of the members and of the Board.
3. Mail or facilitate/direct the mailing of all notices required by the Bylaws.
4. Have custody of the corporate records and maintain a list of the members with their addresses.
5. After approval by the President, may post notices, minutes, etc.
6. Will file all minutes with pertinent attachments.

DIRECTOR(S)

1. Must be a member of the Board.

2. Duties assigned as necessary.

RESORT MANAGER AND STAFF

RESORT MANAGER

1. Manage the day-to-day operations of the resort, reporting directly to the President.
2. Hiring official and supervisor of full and part-time employees of the resort.
3. Perform all accounting functions for the Association and help develop the Annual Budget.
4. Account for revenues and expenses of the resort, Authorizes routine expenditures within the approved budget. Request approval for deviations to the budget or unusual expenses from the Treasurer, President or Board as appropriate.
5. Supervise the administrative, maintenance, sales, and security functions of the resort.\
6. Enforce Association Bylaws, and Rules and Regulations pertaining to the operation of the resort. Refer to the President any violations, which may require formal action by the President and/or the Board. Has the authority to temporarily suspend use of all or part of Association facilities pending action by the President and/or the board.
7. Forward to the Board, with recommendations, proposed changes, deletions or additions to the Rules and Regulations.
8. Ensure all functions performed are in compliance with the Association Bylaws, federal, state and local laws and regulations.
9. Act as contracting officer for contract work being done for the Association. Request bids, signs contracts, exercises quality control over contract work, and ensures contract work is satisfactorily completed before paying for the work. Present high-dollar contract bids to the President and/or Board for decision on contract award.
10. In accordance with the Bylaws and Board policies, collect monies due the Association (dues, fees, mater bills, special assessments, etc) Refer delinquency cases to the President where collection has been unsuccessful for Board consideration to terminate the membership.
11. Supervise the maintenance and accountability of Association property.

12. Provide the Treasurer input for the preparation of the Annual Budget. Keep the Treasurer informed on all revenues and expenses.
13. Authorized to approve expenditures up to but not exceeding \$500 over \$500 but below \$1500 may be spent in urgent situations, but must be immediately reported to the Board President. Over \$1500 needs pre approval from the Board President with consensus from the Board.
14. Authorized to approve all recurring expenditures. Any new, or change to existing, recurring expenditures shall be reported via email to the Board President immediately.
15. Inspect and advise members who have been issued a building permit to make improvements on their site. Ensure compliance with the Rules and Regulations pertaining to site improvements.

OFFICE DIVISION

1. Maintain Association files and accounting records.
2. Prepare correspondence, bills, and Active Building notices to members.
3. Provide services to members including sales of merchandise, copy service, fax service phone messages and information about the resort and surrounding community.
4. Supervises the Clubhouse and adjacent recreation facilities. Issue sports equipment.
5. Issues building permits, boat post permits and storage permits.

MAINTENANCE DIVISION

1. The maintenance division is staffed with a small core of paid staff augmented by volunteers when needed and available.
2. Provide repair, preventive maintenance and minor reconditioning of Association property.
3. When projects are beyond the capabilities of the Maintenance Division, contractors are used and the Maintenance Division staff monitors and assists the contractors.
4. Provide holding tank dumping services to the members.
5. Maintain the resort grounds including landscaping in common areas.

6. Plows snow when needed.
7. Provide upkeep of the resort roads.
8. Clean resort buildings.

SALES DIVISION

1. Administer the sales program for the Association.
2. The Resort Manager and staff run the program.
3. The sales program is financially self-supporting.
4. See Chapter Six for details on the sales program.

SECURITY/SAFETY DIVISION

1. Staffed during the peak season (May-September) by a small paid core staff augmented by volunteers when needed and available.
2. Provide security for the resort ensuring compliance with the Rules and Regulations.
3. Assist members and guests when requested and where appropriate.
4. In emergency situations such as severe weather or medical emergencies, assist outside emergency personnel.
5. Assist police agencies, when requested, having business in the resort.

COMMITTEES:

ELECTION COMMITTEE

1. The committee will be appointed by the Board of Directors.
2. There will be 18 committee members and at least 2 alternates.
3. Nominations for the following year's committee will be taken at the Annual Meeting.
4. The committee will elect its chairperson at the first meeting after being appointed. The name of the chairperson will be reported to the Board of Directors at its next meeting.

5. No committee member, spouse, or family member may be a candidate in the election for the Board of Directors.
6. The committee shall notify members of the Annual Election in April, May, and July through Active Building and Bulletin Boards.

April and May notice shall stipulate:

- A. The requirements for candidacy.
 - a. Nominees must be a member of the Association for one full year prior to June 1st of the election year.
 - b. All monies owed the Association must be paid in full.
 - c. The nominee must sign two documents no later than the second full weekend in June by 5:00 PM Sunday. The documents are The Declaration of Candidacy and a Receipt for a Copy of Article VII, Section 1 and Section 2 of the Bylaws, which list the Responsibilities of the Board and Directors.
- B. The date of the Annual Election

July notice shall stipulate:

- A. The names of all candidates(check with the Association Office for eligibility)
 - B. Date and time of the election.
 - C. How proxy voting will be conducted.
7. Ensure that ballots and proxy are printed with the candidates' names.
8. Proxy Ballots:
- A. All association members will be mailed a proxy ballot along with instructions and a list of candidates the first weekend of July of each year.
 - B. Proxy ballots must be returned in a sealed envelope to the Association Office by 5:00 PM on the night before the election.
 - C. When the proxy ballots are returned they are to be placed in a locked box in the Association Office. At 5:00 PM, the day before the election, the Park Manager or designated representative, Board Member, and the Election Committee Chairperson shall move the locked box to be locked in the Manager's Office. At 8 AM on Election Day, the Park Manager or designated representative, Board Member, and Election Committee Chairperson shall retrieve the box from the Manager's Office and turn it over to the Election Committee. The proxy ballots will be locked in the ballot box until the box is

turned over to the Election Committee by the Chairman, Board Member, and Park Manager or designated representative.

- D. If a member needs a replacement proxy ballot they may obtain one by submitting a signed written request to Lighthouse Village Office.
- E. Proxy Voting will follow Article III Section 6 of the Bylaws.

9. The place of the election shall be determined by the Board of Directors. The election shall be on the same day as the Annual Meeting which is the second Saturday in August.

10. Election day:

- A. Proxy voting and regular voting will both take place for one and one-half hours during the lunch break from the annual meeting which is normally from approximately 12 noon to 1:30 pm.
- B. The Election Committee will count the ballots and the Chairperson of the Committee will announce the results to the membership. All ballots will be counted and recorded twice.

11. Each candidate may have a representative present during the proxy voting and ballot counting. The candidate must notify, in writing, the Election Committee Chairperson of the name of their representative.

12. On election day, every voter is required to sign an "Application to vote" form. Picture I.D. is required. Eligibility to vote will be verified on all members requesting a ballot. A list of members in good standing is provided to the Election Committee the morning of the election.

13. On Election Day the ballot box is placed in the election room. A minimum of two committee members supervise the ballot box.

14. All ballots and election material are turned over to the Board of Directors on the day following the election at which time the Board certifies results. The board also authorizes the destruction of the previous year's election material.

ACTIVITIES COMMITTEE

- 1. The purpose of the Activities Committee is to provide family recreation/entertainment for the resort. Three general types of activities are family (all ages), under 12 years of age, and adult only.

2. The Activities Committee consists of volunteers. An Activities Chairperson will be appointed by the Board of Directors to oversee the operation of the committee. The Activities Chairperson can be a volunteer (preferred) or paid employee. The Activities Chairperson reports to the Board and Resort Manager.
3. Funds to support activities are generated through sale of selected merchandise in the office, charge to participate in some activities and donations. All activities must be conducted within these funding levels. Money-raising projects and fees for activities must be approved by the Resort Manager.
4. The Resort Manager must approve all committee expenses, in advance.
5. Examples of activities are:
 - a. Family activities- picnics, potluck suppers, barbecues, musical entertainment, pancake breakfasts and sport programs.
 - b. Under 12 age group- kick ball, t-ball, soccer, games, carnivals and movies.
 - c. Adult-card games, sports, dances and craft.
6. All proposed activities will be approved by the Resort Manager. Activities will comply with the Bylaws and Rules and Regulations.

CHAPTER TWO

OPERATING HOURS OF FACILITIES

OPERATING HOURS

RESORT HOURS:

The park is open every day of the year.

GATE ENTRY:

Members may enter the resort any time using their key fobs.

Guests should plan on arriving during office hours in order for the office to open the gate.

Members must notify the office or the gate guard in advance of their guest(s) arrival or meet them at the gate. No one will be admitted unless properly identified in the above manner.

ASSOCIATION OFFICE BUSINESS HOURS;

April 15th thru October 15th 9:00 AM-5:00 PM Daily

October 16th thru April 14th 9:00 AM-5:00 PM Monday thru Friday

October 16th thru April 14th Weekends Available by Appointment Only

CLUBHOUSE HOURS

April 15th thru October 15th: Open 24 Hours a day 7 days a week

October 16th thru April 14th: 9:00 AM-5:00 PM Monday thru Friday

Note: If you plan to visit the resort during the winter period it is suggested you check in advance if you want to use the clubhouse..

POOL HOURS:

April 15th thru October 15th: 10:00 AM thru 10:00 PM weather permitting

October 16th thru April 14th: CLOSED

HOLDING TANKS:

April 15th thru October 15th: Daily upon request

Dump Requests are sent through Active Building.

THERE IS A \$250 CHARGE TO EMPTY TANKS October 16th thru April 14th

PROPANE TANKS:

See Chapter Three, Section VII of Rules and Regulations: LP gas containers.

CHAPTER THREE

RULES AND REGULATIONS

REVISED FEBRUARY 2025

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INTRODUCTION

The Board of Directors has adopted the following Rules and Regulations for the members to ensure an equal opportunity to use and enjoy the facilities to their fullest. With over seven hundred families, the challenge is establishing Rules and Regulations that support the overall goal of the Association. It is our intent to provide a family-oriented resort and campground facility that meets the needs of members without unduly interfering with the rights of a particular individual or group. It is the responsibility of the member to see that their children and guests understand and follow these rules.

The Board of Directors reserves the right to add, delete, or modify the Rules and Regulations.

DEFINED TERMS

1. **Adult** applies to persons 18 years of age or older.
2. **Alcoholic Beverages** is a drink that contains ethanol, commonly known as alcohol.
3. **Camping Unit** is a park model, destination trailer, motorhome, travel trailer, fifth wheel, pop-up camper, pick-up truck camper. NO HOMEMADE UNITS.
4. **Minor** applies to children 17 years of age or younger.
5. **Off Season** is from October 16th to April 14th.
6. **The Season** is from April 15th to October 15th.
7. **Skirting** is used to enclose and protect the undercarriage of a **Camping Unit** or deck. Constructed of wood, vinyl, or aluminum for that purpose.

SECTION 1A-ENFORCEMENT & DUE PROCESS

The Resort Manager and designated staff, members of the Board of Directors and Officers of the Association each have the responsibility to be knowledgeable of the Rules and Regulations. Except as otherwise specified in the Rules below, violations or questions should be referred to the Resort Manager. Violations will be handled according to the following procedures.

1. A written notice of violation may be issued by the Resort Manager and/or designated staff.
 - A description of the cited conduct and the Rule or Bylaw that it violates.
 - A warning, if applicable, and instruction as to any corrective action required to be undertaken by the Member. (A verbal warning duly noted and filed, shall also constitute a notice of warning)
 - The amount of fine, if applicable;
 - Any other sanction to be imposed as a result of the violation.
2. Members have a right to appeal any violation notice to the Board of Directors. The appeal process is as follows.
 - An appeal must be filed in writing, by posting it in the U.S. Mail no later than 14 days after the issuance date on the violation notice, addressed to President of the Board Lighthouse on the Lake Association, Inc 1001 24 Mile Road Homer Mi 49245 or in the President's mailbox at LHV Office, or email to the Board of Directors.
 - The Board of Directors shall schedule a hearing on the appeal. The hearing shall be held within 30 days after receipt of the appeal, provided, however, that the hearing for any appeal received after September 30th in any given year does not have to be heard but may be heard at the discretion of the board, prior to May 1st of the following year.
3. Some violations by member, dependant or guest may result in monetary fines. These violations and associated fines as described in section XXII of this Chapter, do not limit the Board's ability to to assess fines or impose other sanctions for violations not specifically listed. Some violations may result in termination of the membership or guest privileges. Termination of membership is governed by the Bylaws at Article V, Section I.
4. The person chairing an Association meeting may order the removal of a member from the meeting if the member is behaving in a manner that violates Section IB Code of Conduct.
5. Terminated Memberships have 30 days to remove all personal property. Failure to do so will result in it being considered abandoned and handled by legal means.

6. Any Member who is found to be manipulating the Rules and Regulations, circumventing the Member Manual, is subject to immediate termination of Membership by the Board of Directors.
7. Due dates for monies owed the Association are as follows: (Although Members are encouraged to make payments monthly, these are the due dates)
 - Anything billed February 1st thru August 31st is due October 1st
 - Anything billed September 1st thru January 31st is due March 1st

SECTION 1B-CODE OF CONDUCT

1. Members and their guests are expected to behave at all times with decorum and civility. The following conduct is expressly prohibited on the Association's property.
 - Inflicting damage to or destruction of the Association's property or any member's property or person.
 - Theft
 - Fighting
 - Speeding
 - Rowdiness
 - Threats to other persons and/or harassment.
 - Operating a motor vehicle or golf cart while under the influence of alcoholic beverages or drugs.
 - Buying, selling or the use of illegal drugs or underage drinking of alcoholic beverages.
 - Other disorderly conduct, defined as, *but not limited to*: any act of interrupting, molesting, hindering, agitating or arousing from a state of repose or otherwise depriving inhabitants of the peace and quiet to which they are entitled as determined by the Resort Manager or Board of Directors.
 - Smoking inside or within 25ft of any Lighthouse on the Lake Association building, pavilion, playground, beach, putt putt, sports court, and pool.
 - Violation of any rule set forth in this manual.
2. Members are expected to behave in a civil and respectful manner at Association meetings, as follows:
 - Members may address the Board or the other members at the member meeting only when called upon by the person chairing the meeting and shall cease speaking when their allotted time has expired.
 - Members shall not bully other members or engage in name-calling.
 - Members shall not use profanity or obscene gestures at Association meetings.

3. Members and guests who present a threat to the safety of the Association's members and guests shall be excluded from Association property. Among those to be excluded are sex offenders, felons, persons with a history of violence, disruptive or destructive behavior.
4. It is the responsibility of each member to be a guardian of Association property and to report to the Resort Manager any deliberate destruction of any Association or members property or violation of these Rules and Regulations.
5. Members and guests shall be financially liable for damage or destruction of Associations/members' property.
6. Members and guests can be detained or arrested by law enforcement authorities.
7. Members are required to identify their guests upon request of Management.

SECTION II-ANNUAL DUES

1. Dues notices for each membership for each calendar year will be emailed and will be due no later than March 1st.
2. If dues and all applicable service charges are not paid in full by March 1st, this will trigger an automatic termination as per the Bylaws.

SECTION III-CAMPSITES

1. Only approved Camping Units are permitted in the park. No camp site shall be used as a permanent residence as defined by the State of Michigan, Temporary living can be full time from April 1st to October 31st, but not more than 15 days in any 30 day period from November 1st to March 31st.
2. Only one camping unit can be placed on a camp site.
3. Effective 4-29-2017, any new or existing park models entering the park or being relocated within the park can only be placed on a sewer site.
4. No new french/field (gray water) drains allowed to be installed. If an existing drain fails, a new drain cannot be installed.

5. Camping units must be backed in parallel to, and any part of it, e.g., slide outs, must be at least two (2) feet not to exceed five (5) feet from the right-hand side of the site when looking at the site from the road. A Camping Unit must be at least twelve (12) feet from the front site line and four(4) feet from the rear line.
6. A camping unit being initially placed on a campsite must have a “no cost” permit and inspection from the office; this includes guest campers.
7. It is the member’s responsibility to keep their campsite neat and cleaned and well maintained. This includes the Camping Unit. Resort Manager, at their discretion, may request the member to clean up the site. If this is not done within the requested period of time, the Resort Manager may elect to have the clean-up work done and charge the member. May 15th and December 15th are Spring and Fall Clean up deadlines. Campsites MUST be cleaned up by these dates.
8. The Resort Manager has the authority to move members' equipment without liability in the event of a catastrophe or at the request of the owner. However neither the Resort Manager nor the Association shall have the duty to do so.
9. The Resort Manager has the authority to move members’ property without liability in the event of infrastructure failure. Notice will be given to the Member. Every effort will be made to minimize cost and damage.
10. A 2 foot offset on the perimeter for all materials including plants/bushes/trees with the exception of gravel, mulch, or other Park Manager approved material in writing.
11. Before any improvements on a campsite can be made, a site plan/diagram showing size, location on site, setback lines and specifications MUST first be submitted and approved by the Resort Manager and required permits issued prior to beginning construction. Once issued, permits are valid for 90 days and construction must be completed within 90 days unless the permit is renewed by the Resort Manager. All construction must be above ground (this includes footings)

12. Required permits and permit procedure guide is available in the office.

- a. Concrete pads- concrete pads must be set no closer than 2 feet inside of the rear and 2 feet off side property lines and must stay within the inside of the lot number posts.
- b. Decks- maximum size is 12 feet wide (including steps) by the length of the camping unit. One side and one end of the camping unit must remain open; steps can be included at the ends. Decks must be skirted, if wood skirting is used it must be stained to match the shed or maybe painted to match the camping unit or trim of the camping unit.

- c. Handicap ramp may be constructed meeting state code with a no cost permit.
 - d. Storage shed and wood bins and gazebo- One shed, one wood bin and one gazebo are allowed per site. Specifications for gazebos and sheds must be followed.
 - e. Wood racks- 2 wood racks are permitted per site. Each wood rack cannot exceed 5 feet in height and 8 feet in length and 40 square feet.
 - f. The maximum width of any structure enclosed or open cannot exceed a total of 12 feet in width off camping unit at any time.
13. Docks and seawalls may be constructed at waterfront sites. Docks must not extend more than ten (10) feet into the water. Plans must be submitted to the resort manager for approval and a permit issued before construction begins. The permit is valid for 30 days. **In addition-all subjects to DNR approval.**
14. All cooking fires and/or camp fires must be in a proper ring or approved barbecues device and must be attended to at all times. Campfire rings/devices must be located at least ten (10) within the site lines. No burning of leaves, rubbish or garbage.
15. Renting or leasing of campsites is not permitted. Members must be staying in the Resort when they have guests at the Resort.
16. Absolutely no fencing material may be used to enclose a campsite (lot). 2 foot offset MUST be followed.
17. Refrigerators visible outside the camping unit or shed are not permitted.
18. Storage of vehicles which are inoperable, unlicensed or on blocks is prohibited. Storage of utility trailers, car caddies, second camping units, boats (except kayaks and canoes), boat trailers, and other similar items on a member's campsite is also prohibited from Memorial Day to Labor Day. Such items must be stored in the approved storage area for an annual fee. Members needing to use such items on a temporary basis may keep them on their campsite for 72 hours with the understanding that it cannot cause a safety hazard. EXCEPTION: may be stored on a member's campsite in the off season.
19. Mechanical work, oil changes, bodywork, etc., on cars is NOT permitted.
20. Members are prohibited from removing any tree without written permission from the Resort Manager. Trees and shrubs may be planted on campsites with written permission from the Resort Manager. Miss Dig MUST be called BEFORE ANY digging is done. No planting is to be done over any electrical wires, water lines or sewer lines. All planting is at the member's risk.
21. No Yard Signs

22. Permanent clotheslines are not permitted. Temporary lines for drying are allowed but must be removed when leaving the park.
23. The use of commercial or industrial strength type pesticides is not permitted, except with the written permission of the Resort Manager. If approval is obtained, a member must notify neighbors before fogging.
24. There shall be a vacuum breaker at the water source on each site. Cost of replacement is the responsibility of the member.
25. No outside commercial fertilizer company is allowed in the park except for those contracted by the Association.
26. Garbage must be placed in plastic bags and properly disposed of in the trash compactor at the maintenance building. All brush: grass clipping, leaves, sticks, twigs, etc. must be removed from all non paper containers and placed on the burn pit in the meadow. Construction materials and various other materials are not allowed to be disposed of in the meadows burn pit, compactor and dumpsters. For all other disposable items, refer to the rate chart available in the Association Office and posted near the dumpsters.
27. No garbage or trash from outside the resort is to be disposed of anywhere in the park. Violation of this ruler will result in fines, possible suspension and up to termination. Included in this the member will be required to appear in front of the Lighthouse Village Board of Directors for further review.
28. One free standing gazebo or screen room is allowed per site. Location must be approved by Resort Manager.

SECTION IV-CAMPING UNITS

1. Tents are allowed for guest camping for a maximum of three nights but must be on a site occupied by an approved camping unit. Tents are allowed on a member's second empty site abutting or across the street from the initial membership. Resort Manager must approve extended stays. If no one is going to be on the campsite for 24 hours or more the tent/tents must be taken down.
2. Effective 4-29-2017 any new or existing park models entering the park or relocated within the park can only be placed on sewer sites.

3. Only approved skirting will be allowed. Members must obtain a permit before skirting their unit and/or deck.
4. Wheels must remain on the Camping Unit.
5. Only detachable hitches may be removed but must be stored under the unit.
6. Maximum height of a TV or CB antenna is 20 feet from the ground to the top of the antenna, attached to the unit. Satellite dishes manufactured for use by RVs, with a maximum of three feet in diameter is allowed in the park. Digital Satellite Systems are also allowed with a maximum height of six (6) feet and 19" diameter dish. Miss dig MUST be called before any digging is done.
7. Tip outs and slide outs are permitted. No home-made tip outs are allowed.
8. Use of washer and gas dryers are allowed within the confines of the recreational unit only.
9. Garbage disposals are not allowed.
10. Refrigerators larger than 10.3 cubic feet are not allowed in sheds.
11. Flush toilets in trailers or park models must be water saver with a maximum of 2.5 gallons of water in the tank.
12. Air conditioners using 220V are allowed but must be a maximum of two tons and a permit is required before installation.
13. All camping units that are more than 15 years old must be inspected when being placed on a site or before being sold or moved within the park.
14. Winter covers, including any tarps, cannot be on units between Memorial Day and Labor Day.

SECTION V-AWING, SCREEN/GLASS ENCLOSURES

1. Screened-in porches are permitted as long as they are designed to attach to the awning.
2. Canvas awnings designed and manufactured for RV use are allowed. Length may not exceed the length of the RV unit. The maximum width is 12 feet. Awnings must slide in the original equipment track. The awning post must be metal. Window awnings may be canvas or aluminum. They must be manufactured and approved for RV use and locked in place in storage. Maximum protrusion from the unit not to exceed 24 inches in open position. Width not to exceed the width of the window unit.

3. Solid roofs and screened porch enclosures are permitted. The design and installation must be pre-approved by the Resort Manager and a permit is issued.
4. A drawing (including all dimensions) with a list and type of material, construction plans and number of doors/windows MUST accompany the permit request.
5. Completed installation must be inspected by the Resort Manager.
6. Maximum enclosed width is 12 feet with minimum 12" overhang. The maximum unsupported overhang is 24". The deck and/or enclosure may go down only one side and across the front or back of the camping unit. Roof must not exceed existing roof height at point of attachment.
 - a. The maximum width of any structure enclosed or open cannot exceed a total of 12 feet in width off the camping unit at any time.
7. Roof
 - a. Township requirements to be met.
 - b. Minimum loading shall be no less than 49# per square foot.
 - c. Minimum 3' roof thickness with foam-filled panels.
 - d. Minimum 12" overhang on all sides.
 - e. Maximum unsupported overhang is 24"
 - f. 100% aluminum exterior unless prior approval by Resort Manager.
 - g. Skylights are permitted with prior approval.
8. Walls
 - a. Township requirements to be met.
 - b. Minimum of 1 1/2" thick foam-filled panel or 3/4" plywood core kick panel.
 - c. Tempered glass or vinyl windows throughout. Not required by code if bottom of glass is 12" or more above the floor.
 - d. Maximum of 24" kick plate dimension.
 - e. Maximum 24" between windows, post, and doors.
 - f. 100% aluminum exterior unless prior approval by Resort Manager.
 - g. No Inside walls or partitions allowed.

9. No fireplaces or fume-producing heaters.
10. All electrical installation in a campground shall comply with applicable codes and ordinances including, but not limited to, the state electrical code.
11. No wood construction of any kind is permitted above the deck except railings.
12. Porch enclosures will not be permitted if any of the camping units venting systems would open into the enclosure.
13. White, cream, brown, and gray are the only approved colors.
14. Any alterations to the camping unit or screen-in enclosure after final inspection requires issuance of a new permit.
15. No carports are allowed.

SECTION VI-SCREEN SHELTERS

1. Screen shelters are permitted but a no-charge permit is needed. Permit valid for 90 days. Permits must show accurate placement on site, type of flooring planned, how screen shelter is to be anchored etc.
2. Only commercially made screen shelters with canvas or vinyl tops are permitted.
3. Screen shelters may measure up to 12 feet square.

SECTION VII-GAZEBOS

1. Only one gazebo per site.
2. Unit must be free standing and cannot exceed 12'x12' in size. Overall height cannot exceed 11'6" in height. Location must be approved by the Resort Manager.
3. Roofing must be of approved shingles or metal and be Oxford Brown in color.
4. The unit can be screened in but CANNOT be covered with plastic or other material to make it into a storage building. Exception: May be enclosed during off season.
5. An electrical installation in a campground shall comply with applicable codes and ordinances including, but not limited to, the state electrical codes.

6. Gazebo construction shall be as follows.
 - a. Deck (wood construction): joist shall be 2"x6" on 16" centers, treated lumber. Decking can be:
 - i. 5/4" deck board or 2" by desired width treated lumber. Can be covered with indoor/outdoor carpeting, left its natural color and protected with a clear water sealer, or stained/painted brown.
 - b. Deck (concrete construction)- must be the same thickness and quality as for the sheds. Can be covered with indoor/outdoor carpeting, left its natural color and protected with clear water sealer, or stained/painted brown.
 - c. Uprights- either 4"x4" or 2"x6". If treated lumbar is used, must be stained the same as sheds or left its natural color. Bottom portions of sides must be constructed of latticework or T-111 siding as used on sheds.
 - d. Roof rafters- must be 2"x4" or 2"x6" on 16" centers.
 - e. Constructed of redwood, cedar or treated lumber.
7. Pre-fabricated gazebos-
 - a. Pre-fabricated gazebo kits are allowed in metal or wood construction and must have Park Manager approval.
 - b. Must have a picture of the gazebo presented to the Manager before approval and construction.
 - c. Color must be black, dark gray or a shade of brown.

SECTION VIII-LP GAS CONTAINERS

1. Maximum RV LP gas container capacity shall be 40lbs in size or tank(s) totaling 200lbs installed by distributor. Tanks are to be adequately supported to prevent falling over. Any tanks not attached to the camping unit or shed shall be installed on a platform. Tanks in excess of 40 lbs must be purchased, installed and serviced by the distributor.

SECTIONIX-VEHICLE AND TRAFFIC REGULATIONS

1. Any member owning a motorized vehicle is personally responsible for the proper operation of the vehicle within the resort.

2. Inoperable motorized vehicles are prohibited.
3. No vehicles shall be driven in excess of the posted limits. The maximum speed limit within the park is 10 miles per hour.
4. SCOOTERS, MOPED, MINI BIKE,ATV,ETC. are not permitted in the park.
5. BICYLCES:
 - a. Bicycles must obey all traffic regulations.
 - b. All bicycles must have a front light and rear reflector for bicycling after dark. No one under the age of 14 is allowed to ride bikes after dark.
6. GOLF CARTS (gas or electric):
 - a. Must obey the same traffic regulations.
 - b. All golf cart drivers must have a state certified learners permit/license following state regulations.
 - c. Must have head and tail lights installed. Flashlights are not a substitute.
 - d. Must have working breaks.
 - e. All ignition keys must be removed when the cart is not in use.
 - f. No more than two (2) golf carts per membership. All golf carts in the park must be operable and registered at the office for an annual fee.
 - g. All gasoline-operated vehicles must conform to 80 decibels or less at ½ throttles at 25 feet.
 - h. All golf carts must have a registration tag attached to the rear golf cart and be visible. The tag will be 7" wide and 4 ¼" high made of black plastic. The tag will have the owner's post number and current registration sticker. The tags, post numbers and registration stickers can be purchased in the office (price will cover the cost of materials). Registration stickers will expire on April 30th of each year and must be renewed prior to operating the golf cart in the resort.
 - i. Members must carry a minimum of \$100,000 liability insurance on the golf cart. Current proof of insurance must be on file at the office. Renewal stickers will not be issued unless current proof of insurance is on file.
 - j. Golf carts may be driven ONLY on Lighthouse Village roads.

- k. Golf cart passengers must be properly seated. The cart operator is responsible for seating and safety of all passengers.
- l. No standing on the cart, reckless driving or driving in an unsafe manner will be allowed. Feet and legs must be inside of the cart at all times while the cart is in motion.
- m. Only four-wheel golf carts are allowed.
- n. The Meadow is open to golf carts.
- o. All golf carts are defined as being originally manufactured for use on a golf course.
- p. Must be 30 inches or less from floor board to ground.
- q. All golf carts are subject to inspection at any time
- r. All golf carts must have working lights and brakes.

7. SNOWMOBILES:

- a. Snowmobiles are not allowed in the resort for recreational purposes. They are prohibited other than for ingress and egress to a member's campsite and then only upon roads.

8. COMMERCIAL SEMI TRUCK/CAMPING UNIT:

- a. Commercial semi-trucks (with or without camping units) are not permitted in the park except for when being used in conjunction with work being completed for the park or its members and for deliveries.

9. HANDICAP VEHICLES:

- a. A handicapped member desiring to use a special motorized apparatus must receive approval from the Resort Manager. The handicapped person must be licensed by their state residence as a handicapped person. THE apparatus must be designed for a single person. The apparatus must carry the international logo and must have lights mounted on the vehicle if it is to be driven at night.

SECTION X-CLUBHOUSE/PARK AMENITIES

- 1. Under the current "Guidelines for use of Lighthouse Village on the Lake Association" (available in the Clubhouse Office), groups are permitted to use clubhouse facilities or the pavilion.

2. Each member is responsible for cleaning any area used by that individual or guests.
3. No beverages or food allowed in the sauna.
4. No pets (other than working dogs) are allowed in the clubhouse.

SECTION XI-STORAGE AREAS

1. There are two storage areas available near the maintenance building.
2. Maxi-storage
 - a. Annual rental 12 months at a time. Due March 1st.
 - b. All RV, camper trailers, motor homes etc must be licensed and road worthy.
 - c. Liability waiver must be signed and renewed year kept on file in the office.
 - d. One storage area per membership.
 - e. No repair work is to be done in the storage area.
 - f. Storage area may not be subleased.
3. Mini-storage
 - a. Is for units under 14 feet.
 - b. Annual rental 12 months, Due March 1st.
 - c. Same Rules apply as maxi storage
4. Only one item per site except a boat on a trailer.
5. The Association is not responsible for theft or vandalism of anything stored in the storage area.
6. If a storage contract falls delinquent, the item stored will be considered abandoned. The Association can take legal action to gain ownership and sell the item(s).
7. .Storage space is available to members only.

SECTION XII-FISHING REGULATIONS

1. Michigan regulations governing licenses, seasons, limits, legal size etc. must be observed within the park.

2. No fishing of any kind at any time within 20 feet of a public beach or swimming area.

SECTION XIII-DOGS, PETS, ANIMALS

1. **ALL PETS MUST BE KEPT UNDER CONTROL AT ALL TIMES.**
2. The OWNER IS RESPONSIBLE for any injury or damage their pet might inflict on other people. All pets must have current rabies vaccination.
3. Household pets must be maintained and controlled on a leash and under no circumstances will they be allowed to roam free. Members are responsible for cleaning up after their pets. Temporary pet restraints are allowed but must be removed when not in use.

SECTION XIV-CURFEW/QUIET HOUR

1. Minors must be on their campsites from 11:00pm to 8:00am unless accompanied by an adult.
2. Quiet hours are to be observed by everyone from midnight to 8:00am on holidays and weekends and 11:00 pm to 8:00 am Sunday through Thursday.

SECTION XV-BOAT REGULATIONS

1. Gas motors are not permitted in or on the lake and ponds. Electric motors are allowed.
2. Children under the age of 14 years must be accompanied by an adult (18 or over) when using boats or rafts. All children must wear life preservers and adults must have seat cushions or life preservers in the watercraft.
3. All boats/watercraft must be stored during season at a boat post with the exception of lots on the lake, and ponds, which may store their boats in the water at their campsite. Canoes, kayaks, and paddle boats are an exception and may be stored properly at Member Campsites during the season.
 - a. Annual rental fee must be paid by March 1st any post not paid by this date will be available on a first come, first served basis.
 - b. Limit of two watercrafts per post on LHV approved rack.
 - c. No trailers of any kind to be kept in a boat area.
 - d. One boat post per membership.

- e. Members must affix boat post number and membership post post number on boat. Any boat found not numbered will be removed!
- f. All boats must be securely tied or chained to the boat post. All boats must be maintained in working order at all times.
- g. No boat may contain standing water.
- h. The boat post is not transferable.

Section XVI BEACH AND SWIM RULES

1. BEACHES:

- a. NO LIFE GUARD ON DUTY, MEMBERS AND GUESTS SWIM AT THEIR OWN RISK!
- b. No person under the age of 14 may swim at the beaches without their parent or an adult (18 or over) who is responsible for their safety.
- c. No fires on the beaches.
- d. No breakable containers allowed at the beaches.
- e. No fishing.

2. POOL:

- a. NO LIFE GUARD ON DUTY, MEMBERS AND GUESTS SWIM AT THEIR OWN RISK.
- b. No person under the age of 14 may swim without a parent or an adult (18 or over) who is responsible for their safety.
- c. All people MUST take a shower before entering the pool.
- d. Only persons wearing proper swimming attire will be permitted in the pool. Street clothes such as t-shirts or shorts are not allowed. All children in diapers must wear waterproof pants over the diapers.
- e. No running or pushing in the pool area.
- f. No glass containers in the pool area.
- g. Pets are not permitted in the pool area.

- h. No diving or jumping in the pool area.
- i. No smoking in the pool area.

SECTION XVII-GUEST PRIVILEGES

1. Guests are required to abide by all rules pertaining to members. Each member will be responsible for the conduct of guests. Members must be present when they have non-family guests at the resort. Members must be staying in the resort when they have guests at the resort. However, some or all facilities may be reserved for members using specified times, such as special member gatherings, committee meetings, sporting competitions and social events.
2. Members may admit guests by notifying the office or gate guard of the guest name and anticipated time of arrival, or by accompanying the guest through the gate.
3. A membership may have a maximum of eight (8) people as guests at one time.
4. Minors are not allowed to stay alone in the resort overnight. They must be accompanied by an adult.

SECTION XIX-EMPTYING HOLDING TANKS

If the following guidelines are not followed and there is a problem when emptying tanks, a red tag will be placed on the camping unit stating the problem. If the issue is not corrected, tanks will not be emptied.

1. Use toilet paper that is biodegradable.
2. All tanks to be emptied must be accessible.
3. Mark tanks either gray or black water.
4. Gray tanks must be full of water to flush out black water tanks.
5. Use chemicals properly. Only organic, biodegradable chemicals are allowed. Chemicals containing formaldehyde are not allowed for use in the resort.
6. Sewer connectors must be accessible to the side or back of the trailer with a suitable pull handle. Only $\frac{3}{4}$ hose is allowed as a connector on a gray water drain.
7. Sewer cleanout must be outside skirting or skirting must be removed by a member.

8. All sites must have sewer hook-ups accessible for honey wagons to empty holding tanks.
9. Mark power acceptable as to which plug to use for the honey wagon.
10. Use plenty of water to help prevent tanks from becoming clogged.
11. All defective tanks and sewer must be repaired or replaced.
12. There will be a fee imposed for emptying holding tanks at other than scheduled times.
13. ALL SEWERS NOT IN USE MUST BE CAPPED. Sewers being used with flexible hose must have an approved adaptor to ensure the hose is sealed tightly in the pipe.

SECTION XX-HOT TUBS

Hot tubs are not allowed on individual sites with the exception of those that were already in place when this rule was changed (September 20 1997). Existing hot tubs shall be removed upon the sale or transfer of Membership at the cost of the Member.

SECTION XXI-SOLICITATION POLICY

No person shall post or distribute on Association property any literature, petition, notice or other materials.

SECTION XXII-FINES & OTHER SANCTIONS

The Board of Directors has established fines for violation of certain rules. Those fines are described below. At their discretion, the Resort Manager and/or Board of Directors may, depending on the circumstances, take other action such as suspension of Resort privileges or termination in addition to, or in lieu of, a fine. Any activity which may lead to criminal charges will be caused for termination of Membership at Lighthouse on the Lake Association Inc. The Third offense for any violation is possible termination of Membership. Fines will reset every 2nd Calendar year. Please keep this handy as a reference.

Notification of the fine will be given at the time of issue. Fines will be recorded on each member account. All fines must be paid within 10 days. If not paid within that time period a late fee will be added to the members account.

- Speeding-Golf Cart
 - 1st offense-written warning or \$25 fine
 - 2nd offense-\$50 fine
 - 3rd offense-\$100 fine
- Speeding-Automobiles
 - 1st offense-\$75 fine
 - 2nd offense-\$150 fine
 - 3rd offense-\$300 fine and appearance before Manager or Board of Directors.
- Expired Golf Cart Tags
 - 1st offense-\$25 fine
 - 2nd offense-\$50 fine
 - 3rd offense-\$100 and appearance before the Board of Directors
- Boat(s), Boat Trailers, and Utility Trailers on lot after Memorial Day
 - \$25 fine the first week beginning the Tuesday after Memorial Day
 - \$50 fine the second week
 - \$100 fine the third week and each week after
- Bike riding after dark without light
 - 1st offense-written warning
 - 2nd offense-\$25 fine
 - 3rd offense-\$50 fine and appearance before the Board of Directors
- Unattended Campfire
 - 1st offense-written warning
 - 2nd offense-\$25 fine
 - 3rd offense-\$50 fine and appearance before the Board of Directors
- Code of Conduct/Disorderly Conduct

- 1st offense-\$50 fine
- 2nd offense-\$150 fine and appearance before Park Manager and/or Board of Directors.
- 3rd offense-\$300 fine and possible termination of Membership and appearance before the Board of Directors.
- Drinking and driving
 - 1st offense-\$50 fine
 - 2nd offense-\$100 fine and appearance before Park Manager and/or Board of Directors for possible termination of Membership.
 - 3rd offense-\$300 fine and possible termination of Membership
- Parking in No parking area or using another member's membership site without written permission
 - 1st offense-documented verbal warning
 - 2nd offense-Each subsequent offense will be a \$25 fine plus restitution to member(s) or Association for property damage.
- Not obeying any posted signs not specifically listed.
 - 1st offense-\$50 fine and review by Park Manager and or Board of Directors.
 - 2nd offense-\$100 fine and appearance in front of the Park Manager and/or Board of Directors.
 - 3rd offense-\$300 fine and possible termination of Membership.
- Failure to clean up the member lot/campsite.
 - 1st offense-\$100 fine
 - 2nd offense-\$200 fine
 - 3rd offense-\$400 fine and possible termination of Membership

SECTION XXIII-SERVICE CHARGES& LATE FEES

Members MUST pay monies owed the Association on or before the due dates to avoid incurring service charges and late fees. The Board of Directors may terminate a membership for non-payment of monies owed to the association.

1. Electric meter bills
 - a. Electric meter bills not paid on time will result in a fee being added to the bill as well as electricity being turned off at the post, padlocked, and gate fob being deactivated.
 - b. All monies owed to the Association must be current in order for the padlock to be removed, electricity to be turned on, and key fob reactivated.

SECTION XXIV-MISCELLANEOUS

1. FIREWORKS- ABSOLUTELY NO fireworks, firecrackers or sparklers etc. allowed in the Resort or on Resort property at any time.
2. Traveling across another member's campsite is prohibited.
3. SEWERS- no grease, oil, sanitary products, contraceptive devices etc shall be placed in the sewer.
4. HUNTING/TRAPPING are prohibited in the resort. No guns or bows may be discharged within the resort.
5. DRUGS-illegal drugs will not be tolerated. Violators will be prosecuted to the full extent of the law.
6. FOOD SPOILAGE- because of power outages is not the responsibility of the Association.
7. MAIL- Members may receive mail at the resort address by purchasing a mailbox located at the gate.
8. Packages-members may receive packages at the resort address, but are responsible for tracking and picking up in a timely manner from the Office.
9. Copies of Board Minutes are provided to Members at no charge via email or electronic methods. However, there is a fee for printed copies.
10. Information such as Minutes, Financial Documents, or other sensitive information intended for Members only, shall not be shared with non-Members. Violation of this rule can result in immediate termination upon first offense.

Chapter Four

Severe Weather

Emergency Procedures

Our siren will be electronically operated by the Emergency Services Coordinator and/or the Homer Fire Department. It will be activated for a TORNADO WARNING ONLY. When the warning is issued, the siren will sound steady for three to five minutes. When the warning has been canceled, the siren will sound once, up and down, to indicate an all clear.

LEARN THESE RULES - AND WHAT TO DO

1. A tornado warning will be issued when tornadoes are sighted in Calhoun and/or Branch Counties.
2. Turn on your TV and/or radio; a battery radio is best. Tune your dial to WNWN-FM, 98.5. Weather alert radios can be purchased at a reasonable cost and are recommended.
3. Prepare to go to your best shelter- such as a shed, under a deck, bathhouse, clubhouse or lie flat in the nearest depression such as a ditch.
4. Stay away from windows.

SIREN TESTING

The siren will be tested the first Saturday of every month between 12pm and 1pm.

POWER FAILURE

If electrical power is out in the resort because of the storm or other cause, the siren cannot be activated.

Chapter Five

Capital Investment and Rehabilitation Plan

The capital reinvestment and rehabilitation plan is a five year plan, which programs funds to replace, rehabilitate or add new capital plant (facilities and equipment) in the resort. It does not provide for normal maintenance and repairs. Funding for the plan is provided from a separate line on the annual budget.

The primary purpose of the plan is to set aside funds, which will be needed , in the coming years for capital investment or rehabilitation. By projecting over a five year period it is intended to ensure funds are available when needed without resorting to special assessments on the members. By averaging over five years it is intended to be a relatively stable line item on the annual budget thus avoiding “peaks and valleys” in the Annual Budget.

The plan has two sections:

Section 1: Programs all facilities and equipment in the resort and projects those items which are expected to need replacement or rehabilitation during the next five years along with estimated cost.

Section 2: List new facilities and/or equipment planned along with projected cost.

The plan will be updated every year and approved by the Board of Directors prior to approving the annual Budget for the following year. The total expected cost of the plan will be averaged over the five year period. That average will be the amount entered on the Capital Investment line of the Annual Budget.

Copies of the current plan are available to members upon request from the office.

Chapter Six

Sales Program

1. The Association operates a program for the resale of Memberships. This program is self supporting financially. Funds to support the sales program are generated through fees charged sellers and buyers. The Resort Manager is responsible for the administration of the program, including hiring the necessary staff to operate the Sales Program during the peak selling season, May through September, of each year. During the non peak season sales will be handled by the Association Office staff.
2. All sales will be processed through the Sales Program. No sale will be initiated without the knowledge of the selling Member.
3. Before a sale can commence, a non-refundable fee is required to be paid for credit and criminal background check on all new Member applicants or for Membership transfer. Both reports must be approved by the Resort Manager before the sale can commence and Membership is granted or Membership is transferred.
4. Any Member wishing to sell their Membership shall complete a checklist containing necessary information about the Membership. This will be placed on file to use when working with prospective buyers.
5. As a service to our Members, we will refer potential buyers of RV units to those Members wishing to sell their RV units as well as their Membership. We are not licensed brokers so all financial arrangements and the transfer of title must be made between the seller and buyer. Any Members wishing to sell an RV unit shall complete a form containing information about the unit to be placed in the sales program file. They must also sign a form giving the Association permission to show the unit.
6. In order to fund the program a sales fee will be imposed on the seller and a transfer fee on the buyer. Both fees must be paid prior to, or at the time of transfer of Membership.
 - a. Current Members wishing to add the name of an immediate family member to their Membership will pay a \$75 screening fee. All added immediate family members will be subject to a criminal background check and credit screening. ("immediate family member" is defined as a parent, spouse, child, sibling, step-parents, stepchildren or step siblings. Proof of relationship (birth certificate, marriage license, etc is required)
 - b. There will be no charge for changes in Membership made due to death, divorce or marriage but proper documentation is required.

7. Any Member who refers a potential buyer who then buys a Membership will receive credit of \$250 on their next year's dues. In order to qualify for the credit, the Sales Office (during peak season) or the Association Office (non-peak season) must be notified of the referral by the referring Member or potential buyer on or before the closing of the sale. To qualify for credit, the buyer must be a new Member of the Association. Current Members purchasing another Membership do not qualify. Credits for referrals cannot exceed 6 (six) total referrals per Membership per Calendar year.
8. Sales Fees will be determined by the Board of Directors.
9. Sellers must disclose the sale price to the Association at the time of closing.
10. Buyer and Seller are responsible for Personal Property Taxes and must talk to Clarendon Township to facilitate the transfer. A form can be provided by the Association Office to assist in the transfer of such taxes.
11. Additions/Removals of Primary Members on Certificate
 - a. Additions or Removals of Primary Members on Certificate is allowed once within a 12 month period with the exception of life changing events such as marriage, divorce, birth or death. Documentation must be provided. Other exceptions may be made with written approval from the Board of Directors.

CHAPTER SEVEN

ARTICLES OF INCORPORATION



This is to Certify That the Annexed Copy of
Articles of Incorporation and Amendments for

LIGHTHOUSE ON THE LAKE ASSOCIATION, INC.

has been compared by me with the record on file in this Department and that the same is a true copy thereof, and the whole of such record.

In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 14th day of March, 19 86

Doug Ross Director

(Non-Profit Domestic Corporations)
ARTICLES OF INCORPORATION

These Articles of incorporation are signed by the incorporators for the purpose of forming a non-profit corporation pursuant to the provisions of Act 327, Public Acts of 1931, as amended, and Act 284, Public Acts of 1972, as amended, as follows:

ARTICLE I.

The name of the corporation is Lighthouse on the Lake Association, Inc.

ARTICLE II.

The purpose or purposes for which the corporation is organized are as follows:

- (a) To operate as an organization described in Section 501(c) (7) of the Internal Revenue Code of 1954, as amended, exclusively for pleasure, recreation, and other similar non-profit purposes; no part of the net earnings of which is to inure to the benefit of any private member.
- (b) To encourage and promote camping and outdoor recreation by establishing, owning, and operating a camping and recreation area for the use and benefit of those persons who may from time to time be its members, their families, and their guests.
- (c) To acquire by gift, purchase, or otherwise, and to hold in its corporate name, real and personal property; to construct, maintain, replace or otherwise deal with improvements of every kind whatsoever upon its land.
- (d) To borrow money and issue evidence of indebtedness in furtherance of any or all of its objects or purposes; to secure such indebtedness by mortgage, deed, or trust or other lien.
- (e) To enter into, perform, and carry out contracts of any kind necessary to, or in connection with, or incidental to the accomplishment of any one or more of its objects or purposes.
- (f) To exercise all powers granted by law to non-profit corporations and to do all lawful things and acts for the betterment of its members and the promotion of their interests as members, consistent with the exempt purposes of an organization described in Section 501(c) (7) of the Internal Revenue Code of 1954, as amended.

ARTICLE III.

Said corporation is organized upon a non-stock basis.
(Stock-share or non-stock)

(If upon a stock-share basis fill in the following)

The total number of shares of stock which the corporation shall have authority to issue is _____ of the par value of \$ _____ per share.

A statement of all or any of the designations and the powers, preferences and rights, and the qualifications, limitations or restrictions thereof is as follows:

ARTICLE VI.

The names and addresses of the first board of directors (or trustees) are as follows:

NAMES	RESIDENCE OR BUSINESS ADDRESS
Robert C. Young	356 East Glass Road, Oronville, MI 48462
Robert W. McCarthy	2688 Hickory Grove, Bloomfield Hills, MI 48013
Laurence S. Schultz	400 Renaissance Center, Suite 1900, Detroit, MI 48243

ARTICLE VII.

(Here insert any desired additional provisions authorized by the Act)

Upon dissolution the corporation shall sell, exchange, or collect such of its assets as it deems appropriate, and, after paying or making provision for the payment or discharge of all claims against the corporation, shall distribute the remaining assets to its members.

IN WITNESS WHEREOF, the undersigned, the incorporators of the above named corporation, have hereunto signed these Articles of Incorporation on this 9th day of April, 1976.

Robert W. McCarthy
 ROBERT W. MCCARTHY

Robert C. Young
 ROBERT C. YOUNG

Laurence S. Schultz
 LAURENCE S. SCHULTZ

(See Instructions on Reverse Side)

(Please do not write in space below — for Department use)

MICHIGAN DEPARTMENT OF COMMERCE — CORPORATION AND SECURITIES BUREAU	
Date Received	<p style="text-align: center;">FILED Michigan Department of Commerce</p> <p style="text-align: center;">APR 28 1978</p> <p style="text-align: center;"><i>[Signature]</i> DIRECTOR</p>
APR 19 1978	

10/10/78 (3) 1/3

CAS-102

INFORMATION AND INSTRUCTIONS

Articles of Incorporation—Non-Profit Corporations
(Excluding Ecclesiastical Corporations)

- Article II should state, in general terms, the specific purpose or object for which the corporation is organized.
- Article V—At least three incorporators are required. Article VI—At least three directors (or trustees) are required. The addresses should include a street number and name (or other designation), in addition to the name of the city and state.
- The duration of the corporation should be stated in the Articles only if the duration is not perpetual.
- The Articles must be signed in ink by each incorporator. The names of the incorporators as set out in Article V should correspond with the signatures.
- An effective date, not later than 90 days subsequent to the date of filing, may be stated in the Articles of Incorporation.
- One original copy of the Articles is required. A true copy will be prepared by the Corporation and Securities Bureau and returned to the person submitting the Articles for filing.
- FEES:** \$10.00 filing plus \$10.00 franchise; total \$20.00. Checks or money orders should be made payable to the State of Michigan.
- Mail Articles of Incorporation and fees to:

Michigan Department of Commerce
Corporation and Securities Bureau
Corporation Division
P. O. Drawer C
Lansing, Michigan 48904

MICHIGAN DEPARTMENT OF COMMERCE — CORPORATION AND SECURITIES BUREAU	
(FOR BUREAU USE ONLY)	
FILED	Date Received AUG 30 1988
SEP 1 1988	
Administrator MICHIGAN DEPARTMENT OF COMMERCE Corporation & Securities Bureau	

CERTIFICATE OF AMENDMENT TO THE ARTICLES OF INCORPORATION
For use by Domestic Corporations

(Please read Instructions and Paperwork Reduction Act notice on last page)

Pursuant to the provisions of Act 284, Public Acts of 1972, as amended (profit corporations), or Act 162, Public Acts of 1982, as amended (nonprofit corporations), the undersigned corporation executes the following Certificate:

- The present name of the corporation is:
LIGHTHOUSE ON THE LAKE ASSOCIATION, INC.
- The corporation identification number (CID) assigned by the Bureau is:

7	0	3	-	5	4	0
---	---	---	---	---	---	---
- The location of its registered office is:
1001 24 Mile Road
(Street Address) **Homer**, Michigan **49245**
(City) (ZIP Code)

4. Article VIII of the Articles of Incorporation is hereby amended to read as follows:

ARTICLE VIII

To the extent permitted by law, a volunteer director (as defined in Section 110 of Act 162, Public Acts of 1982, as amended) of the Corporation shall not be personally liable to the Corporation or its members for monetary damages for breach of the director's fiduciary duty arising under any applicable law.

To the extent permitted by law, the Corporation assumes all liability to any person other than the Corporation or its members for all acts or omissions of a volunteer director (as defined in Section 110 of Act 162, Public Acts of 1982, as amended) occurring on or after January 1, 1988.

Any repeal or modification of this Article shall not adversely affect any right or protection of any director of the Corporation existing at the time of, or with respect to, any acts or omissions occurring before such repeal or modification.

INCORPORATOR(S) BEFORE THE FIRST MEETING OF THE BOARD OF DIRECTORS OR TRUSTEES; OTHERWISE, COMPLETE SECTION (b)

a. The foregoing amendment to the Articles of Incorporation was duly adopted on the _____ day of _____, 19____, in accordance with the provisions of the Act by the unanimous consent of the incorporator(s) before the first meeting of the board of directors or trustees.

Signed this _____ day of _____, 19____

(Signatures of all incorporators; type or print name under each signature)

b. The foregoing amendment to the Articles of Incorporation was duly adopted on the 13th day of August, 19 88. The amendment (check one of the following)

was duly adopted in accordance with Section 611(2) of the Act by the vote of the shareholders if a profit corporation, or by the vote of the shareholders or members if a nonprofit corporation, or by the vote of the directors if a nonprofit corporation organized on a nonstock directorship basis. The necessary votes were cast in favor of the amendment.

was duly adopted by the written consent of all the directors pursuant to Section 525 of the Act and the corporation is a nonprofit corporation organized on a nonstock directorship basis.

was duly adopted by the written consent of the shareholders or members having not less than the minimum number of votes required by statute in accordance with Section 407(1) and (2) of the Act. Written notice to shareholders or members who have not consented in writing has been given. (Note: Written consent by less than all of the shareholders or members is permitted only if such provision appears in the Articles of Incorporation.)

was duly adopted by the written consent of all the shareholders or members entitled to vote in accordance with Section 407(3) of the Act.

Signed this 13th day of August, 19 88

By Patrick M. Lynch
(Signature)

Patrick M. Lynch
(Type or Print Name)

Vice President
(Type or Print Title)

5. COMPLETE SECTION (a) IF THE AMENDMENT WAS ADOPTED BY THE UNANIMOUS CONSENT OF THE INCORPORATOR(S) BEFORE THE FIRST MEETING OF THE BOARD OF DIRECTORS OR TRUSTEES; OTHERWISE, COMPLETE SECTION (b). DO NOT COMPLETE BOTH.

a. The foregoing amendment to the Articles of Incorporation was duly adopted on the _____ day of _____, 19____, in accordance with the provisions of the Act by the unanimous consent of the incorporator(s) before the first meeting of the Board of Directors or Trustees.

Signed this _____ day of _____, 19____.

_____ (Signature)	_____ (Signature)
_____ (Type or Print Name)	_____ (Type or Print Name)
_____ (Signature)	_____ (Signature)
_____ (Type or Print Name)	_____ (Type or Print Name)

b. The foregoing amendment to the Articles of Incorporation was duly adopted on the 12th day of August, 1995. The amendment: (check one of the following)

- was duly adopted in accordance with Section 611(2) of the Act by the vote of the shareholders if a profit corporation, or by the vote of the shareholders or members if a nonprofit corporation, or by the vote of the directors if a nonprofit corporation organized on a nonstock directorship basis. The necessary votes were cast in favor of the amendment.
- was duly adopted by the written consent of all directors pursuant to Section 525 of the Act and the corporation is a nonprofit corporation organized on a nonstock directorship basis.
- was duly adopted by the written consent of the shareholders or members having not less than the minimum number of votes required by statute in accordance with Section 407(1) and (2) of the Act if a nonprofit corporation, or Section 407(1) of the Act if a profit corporation. Written notice to shareholders who have not consented in writing has been given. (Note: Written consent by less than all of the shareholders or members is permitted only if such provision appears in the Articles of Incorporation.)
- was duly adopted by the written consent of all the shareholders or members entitled to vote in accordance with section 407(3) of the Act if a nonprofit corporation, or Section 407(2) of the Act if a profit corporation.

Signed this 28TH day of AUGUST, 1995

By Robert Swander
(Only Signature of President, Vice-President, Chairperson, or Vice-Chairperson)

Robert Swander

President

(Type or Print Name)

(Type or Print Title)

CHAPTER EIGHT

BYLAWS

BYLAWS
OF LIGHTHOUSE ON THE LAKE ASSOCIATION, INC.

Adopted May 31, 1978

Amended August 9, 1978
Amended June 20, 1980
Amended September 5, 1980
Amended September 19, 1981
Amended September 25, 1982
Amended May 18, 1985
Amended March 22, 1986
Amended August 9, 1986
Amended August 13, 1988
Amended August 10, 1991
Amended August 13, 1994
Amended August 12, 1995
Amended August 8, 1998
Amended August 12, 2006
Amended August 13, 2011
Amended August 10, 2024

ARTICLE I

POWERS

The primary purpose of the Association shall be to acquire, own, maintain, and operate, for the benefit of its Members, a campground and outdoor recreation facility. The Association shall also sponsor social activities that promote personal contacts and fellowship among the Members.

ARTICLE II

MEMBERSHIP

Section 1. QUALIFICATION. First-time Membership in the Association shall be available only to persons who have demonstrated to the satisfaction of the Board, or their designated representatives, their sincere interest in outdoor recreation and their financial ability (credit check) to meet the responsibilities of Membership. A criminal background check shall be conducted for approval by the Board. Membership is available only to individuals and not to any type of business or corporation.

Section 2. NATURE OF MEMBERSHIP. A Membership and its rights, privileges, and duties shall be considered as personal property. No Member shall acquire any interest in any real estate or other property owned by the Association other than the right to use the same as is provided herein, or in the rules and regulations which are established by the Board.

Section 3. TERMS OF MEMBERSHIP. Membership, and the associated right to use the park's facilities, shall be for a period of 12 calendar months beginning January 1 of each year. Membership shall be conditioned upon timely payment of annual dues levied by the Association and shall be subject to the provisions of these Bylaws relating to expulsion.

Section 4. LIMITATIONS ON NUMBER OF MEMBERSHIPS.

- (a) The total number of Memberships, of all classes, in the Association shall be limited to 937.
- (b) No person may be an owner or partial owner of more than two Memberships.

Section 5. MEMBERSHIP CLASSES. There shall be seven classes of Membership. They shall be known as Class A, Class B, Class C, Class D, Class E, Class F, and Class G. Each Membership shall entitle its owner(s) to the following privileges regardless of the class of Membership:

- (a) Each Membership shall entitle its owner(s) to use the Association property upon such terms and conditions set by the Board.
- (b) Each Membership purchased shall entitle its owner to the use of a campsite for a period of four (4) years, commencing as of January 1 of the year in which the right is assigned by the Board, provided that the Member maintains his Membership for the duration of said four-year period. At the end of said four-year period, and each successive four-year period, the lease shall be automatically renewed for another four years, subject to payment of the annual Membership dues. However, the owner(s) of a Membership may, upon payment of the then applicable annual Membership dues, request to move to an Association owned campsite of any class not occupied by another Member. When choosing to occupy an Association owned lot of greater class value than the lot currently occupied, the Member must pay the different price. The

The Board shall determine the value of both campsites. There shall be no payment to a Member who chooses to move to an Association owned campsite of lesser class value than the one currently occupied. A Member may also choose to move to a campsite of same class value as the one currently occupied. The Member shall pay all paperwork costs associated with any transfer. A Member may only move to an Association owned a lot once every four years. Any conflicts in campsite selection preference shall be resolved in favor of the Membership with the longest term of Membership in the Association. (See Article II, Section 8)

- (c) Each Membership shall be entitled to cast one vote on all questions presented to the Membership.

Section 6. GUESTS. Guests of the Members may also use the facilities subject to such Rules and Regulations as may be adopted by the Board.

Section 7. CERTIFICATES OF MEMBERSHIP. Certificates of Membership in the Association shall be issued to Members upon full payment of their Membership fee. Such certificates shall clearly state on their faces that the Association is a non-profit corporation and must be signed by two officers of the Association. Adequate records shall be maintained by the Association showing the names of the Members of the Association and the date of such Membership. A Membership Certificate shall not be assigned by the Member, nor pledged as collateral.

- (a) Primary Members. Primary Member(s) have full authority and responsibility of the Membership and must sign for the sale of the Membership. Primary Members have complete authority for adding and removing Secondary Members. In these Bylaws any reference herein to member(s)/Member(s)/membership/Membership and the rights, duties, and obligations associated with these terms shall be a reference to the right, duties, and obligations of Primary Members.
- (b) Secondary Members. Secondary Member(s) are entitled to the use of Membership but have no authority over decisions concerning the Membership or the sale of Membership if Primary Members are living. Upon the death of the Primary Member(s), the Membership will transfer equally to all listed Secondary Members. Secondary Members must also complete the same qualification requirements as Primary Members.

A Member is required to notify the Board when and to whom his certificate is pledged as collateral for installment credit and the Board in return is responsible thereafter for notifying the lender if the Member becomes in default in the payment of dues or assessments.

Section 8. MEMBERSHIP DATE. The Membership date of a Member shall be the date on which they applied for Membership in the Association.

Section 9. REGISTERED NAMES. A Membership that is purchased from the Association

or an existing Member after August 8, 1998, may be registered in one of the following: (a) the name of one person; (b) the name of two unrelated persons; or (c) the names of persons constituting one family (which is limited to husband(s), wife(s), child, and parent.)

ARTICLE III

MEETINGS OF MEMBERS

Section 1. ANNUAL MEETING. The Annual Meeting of the Association shall be held the second Saturday in August of each year. This may be changed only with written notice to the members of the Board at least sixty (60) days prior to the meeting.

Section 2. PLACE AND DATE OF MEETINGS. Regularly scheduled meetings of the Board of Directors and Annual Meetings of the Membership, shall take place between the dates of April 15 and October 15, and shall be held, if possible, on the premises of the Lighthouse on the Lake Association. Should the Lighthouse premises be unsuitable for such meeting, then such meeting shall be scheduled in a facility situated as close to the Lighthouse premises as possible, with notice thereof being provided to the Members by the Board of Directors. Special meetings may be called by the President of the Board of Directors when necessary.

Section 3. NOTICE OF MEETINGS OF THE ASSOCIATION. Written notice of the time, place, and date of the meeting and, in the case of a special meeting, the purposes for which the meeting is called, shall be delivered not less than ten (10) days and no more than sixty (60) days before the date of the meeting, either personally or by mail, to each member entitled to vote in such meeting. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail, addressed to the member at his address as it appears on the records of the Association, with postage prepaid, or such notice may be published in a newspaper or publication printed under the auspices of the Association and distributed generally among the Members of the Association. At a special meeting, no business shall be conducted except that stated in the notices of that meeting.

Section 4. QUORUM. A quorum at either a special meeting or the annual meeting shall be the presence, in person or by proxy, of twenty percent (20%) of the Members entitled to vote at such meeting. The majority of votes entitled to be cast at any meeting in which a quorum is present shall be necessary for the adoption of any matter voted upon by the Members unless a greater proportion is required by law or by these Bylaws.

Section 5. VOTING.

- a) Each Membership, of whatever class, may be issued in the name of the individual or in the name of two or more persons as joint tenants or tenants in common. Each owner of

the Membership shall be a Member of the Association, provided, however, that regardless of how many names the Membership may be in, each Membership shall be entitled to only one vote.

- b) Each Membership, of whatever class, delinquent in payment of Membership dues, special assessments, or other monies due the Association forfeits voting rights until such dues, special assessments, or monies are paid.

Section 6. VOTING BY PROXY. Every Member entitled to vote or execute consent shall have the right to do so either in person or by an agent or agents authorized by written proxy executed by such Member or his duly authorized agent and filed with the Secretary of the Association; provided, that such proxy shall be valid only for the meeting for which it is solicited and any adjournment or adjournments thereof. Proxies received without a designated agent shall be executed by a group of three members of the Election Committee. Proxies are considered the same as present. All Members shall be mailed a proxy by the first weekend of July each year. Proxies must be returned by 5:00p.m. on the night before the annual election. Proxies may not be granted and used to cast a vote on the issue of removal of a Director.

Section 7. FINANCIAL STATEMENTS. Un-audited financial statements of the Association for the prior fiscal year shall be provided to all Members prior to the annual meeting and shall consist of a balance sheet, income statement, statement of changes in financial position and appropriate footnotes. Any Member may submit to the Secretary of the Association, no later than June 1 of any year, a request that the question of whether the Association's financial statements for the prior fiscal year should be audited shall be placed on the agenda at the upcoming Annual Meeting of the Members. If the Secretary receives such a request, the Board of Directors shall cause the issue to be placed on the agenda of the Annual Meeting and shall include with the meeting notice an estimate of the cost to the Association to have an audit performed. If at the Annual Meeting the Members vote in favor of having an audit performed the Board of Directors shall retain the services of an auditor to perform the Audit. The Board of Directors also may, if in its discretion circumstances exist that merit an audit of the Association's financial statement, decide to have an audit performed, whether or not requested by the Members. If the Association has its financial statements audited, a copy of the audited financial statements shall be provided to all Members upon request.

ARTICLE IV

FINANCIAL OBLIGATION OF MEMBERS

By acceptance of Membership in the Association, each Member has agreed to pay such dues, assessments, and any other monies due the Association as may from time to time be assessed and levied by the Board pursuant to these Bylaws. Such dues, monies, and assessments shall include the following:

Section 1. ANNUAL DUES. In order to provide the funds with which to operate the Association and to maintain its property, the Board shall establish and levy dues against each Membership of the Association. The Board may not increase the annual dues by more than fifteen percent (15%) of the annual dues in effect as of the date such increase is adopted, in any calendar year, without approval of a majority of the Membership present at a Special Meeting called for the purpose of increasing the dues. Annual dues are to be paid in full by March 1 of the current Membership unless arrangements have been made in advance to pay under the monthly payment plan.

Section 2. SPECIAL ASSESSMENTS. The Board may levy a special assessment for additions to physical properties or may levy a special assessment against a particular Member or Members for the recovery of damages suffered by the Association as a result of Member's act or omission. No special assessments for additions to the physical properties of the Association in an amount in excess of fifteen percent (15%) of the annual dues per Member is permitted without the approval of a majority of the Membership present at a Special Meeting called for the purpose of levying a special assessment.

Section 3. LIMITATIONS ON USE OF ASSOCIATION FUNDS. The funds of the Association shall be utilized solely for the benefit of the Association and its Members. In no event shall any Association funds ever be used in any way which would inure to the benefit of any Member solely by virtue of his Membership. The Association shall not guarantee the obligation of any other entity, employee, Member, or other persons.

ARTICLE V

TERMINATION OF MEMBERSHIPS

Section 1. GROUND FOR TERMINATION. The Board may terminate a Membership for any of the following reasons:

- a) Nonpayment of annual dues.
- b) Nonpayment of any special assessment levied by the Association by the due date given.
- c) Nonpayment of any or all monies owed by a Member to the Association within the time period specified.
- d) Repeated violations of the Bylaws or of the Rules and Regulations.

Section 2. NOTICE AND HEARING PROCEDURE FOR TERMINATION FOR VIOLATION OF BYLAWS OR RULES AND REGULATIONS, NOT FOR NONPAYMENT OF FEES, DUES OR ASSESSMENTS (Nonpayment of these triggers an automatic termination)

In the event that the Board elects to terminate a Membership under Section 1, it shall forthwith notify the Member that the Membership has been terminated effective the date the motion was approved to terminate. Such notice shall be in writing and addressed to the Member at his address shown on the records of the Association. It shall specify the exact grounds for the termination and the terms and conditions, if any, upon which said Member may retain his Membership.

In the event that the Member who is the subject of the termination should desire, he may, within the thirty-day period following the effective date of the termination, apply in writing for a reconsideration of the decision of the Board. Upon receipt of such application for reconsideration, the Board shall set a certain date for a hearing to be held within thirty (30) days after said receipt of such application. At such hearing, evidence shall be taken both in support of and in opposition to such application. Within fourteen (14) days after the date of such hearing, the Board shall notify the Member in writing of its decision on the application. In the event that the Board shall in its sole discretion determine that the termination of Membership is not appropriate, it may rescind the termination and may make continuation of Membership subject to such conditions as it deems just, equitable, and appropriate. The Member shall pay all fees associated with the hearing process, including mailing, clerical, and legal costs. As a part of the agreement to re-instate Membership, the Member shall also be required to execute a waiver of his/her rights to a hearing or appeal of any terminations which shall arise within the next five years.

Section 3. RESALE OF TERMINATED MEMBERSHIP BY THE ASSOCIATION

After termination of a Membership as provided herein, all rights and privileges of the Member shall be terminated and he shall have no right to recover from the Association any monies which may have heretofore been paid by him to the Association or any monies from the resale of such Membership. The Board of Directors shall have the right to set the price to be charged for resale of the Membership. The final selling price of Association Memberships shall be maintained in the Minutes of the Meeting of the Board of Directors and the business records of the Lighthouse on the Lake Association.

ARTICLE VI

TRANSFER OF MEMBERSHIPS

Any Member in good standing may transfer his Membership to any person who would be eligible for Membership upon original application (as determined by the Board). However, prior to approving the transfer of Membership, the Association shall have the right to purchase said Membership at a price equal to any bona fide offer received by a Member desiring to transfer his Membership from a person would be eligible for such Membership or at such other price as may be acceptable to the Association and the Member desiring to transfer. Such right shall be exercised within ten days after receipt by the Association of written notice of the intended transfer and the terms thereof. In the event that the Association shall fail to exercise its right of purchase, such

transfer may be made upon terms and conditions set forth in the notice to the Association; provided, however, that such terms and conditions of the transfer do not violate any provisions of these Bylaws or the rules and regulations adopted pursuant thereto.

Without the consent of the Board, a Membership may not be transferred if its annual dues, assessments or any other monies due the Association are not fully paid.

*This means any Member in good standing may transfer his Membership to any person who meets the requirements of Membership that is listed on his original application.

NOTE: A Member "in good standing" is a Member who has paid all monies due to the Association.

ARTICLE VII

BOARD OF DIRECTORS

Section 1. POWER OF THE BOARD. The Board:

(a) Shall manage the business and affairs of the corporation. The Board shall delegate responsibility for day-to-day management of the corporation's business to the Resort Manager. The hiring of the Resort Manager requires a majority vote of the Board of Directors at any regularly scheduled or Special Meeting of the Board at which the necessary quorum has been met, as does the termination of the services of that employee.

(b) May borrow money for the Association purposes, assign, pledge and mortgage or encumber any Association property as a security for such borrowings. Borrowings shall not exceed 15% of the annual membership dues without approval of a majority of the membership present at a Special Meeting called for the purpose of authorizing such borrowing.

(c) Shall adopt such Rules and Regulations relating to the use of Association property, together with sanctions for noncompliance therewith, as it may deem reasonably necessary for the best interests of the Association and its Members. Rule changes shall be posted immediately at all bathhouses, clubhouse, and on website, and electronic communications. Replacement sheets for Member Manuals shall be available for Member pickup in the office within seven (7) days of rule change.

(d) Shall, prior to the Annual Meeting of the Association in each year, prepare an operating budget for the following year to be presented to the Members at such a meeting.

(e) Shall appoint committees and delegate authority to said committees as necessary to carry out the work of the Association. The Board shall appoint new members to the Election Committee (a Standing Committee) as vacancies occur.

At least one director shall be assigned to serve on each committee as liaison with the Board. Each committee shall make reports to the Board as requested. No committee may set policies without prior approval from the Board.

(f) Shall have the authority to set charges to support the cost of a resale of Memberships program.

Section 2. NUMBER OF DIRECTORS. There shall be seven directors and each director shall have one vote. Directors must be Members in good standing.

NOTE: A Member "in good standing" is a Member who has paid all monies due to the Association

Section 3. TERM OF OFFICE. All directors shall be elected to a three-year term of office. Three directors shall be elected, followed by two the following year and two the following year. The cycle shall then be repeated at each successive annual election to sustain an element of continuity in both the Board and previously established precedents.

Section 4. COMPENSATION. All directors shall serve without compensation, but may be reimbursed for reasonable expenses incurred in connection with conducting association business.

Section 5. MEETINGS OF THE BOARD. The Board shall meet at least monthly between the dates of April 15th and October 15th or as necessary when special meetings are called by the President or the Board. Members of Lighthouse Village may observe all regular and Special Meetings. The Board may adjourn into executive session as necessary to consider such matters as litigation, personnel, and discipline of members. Notices and agendas must be given either orally or in writing at least 24 hours prior to the date of such meetings, or the notices thereof may be waived by the directors in writing.

Section 6. TELEPHONIC MEETINGS. The directors may participate in a meeting by a conference telephone or similar communications equipment. All participants must be able to hear each other. All participants shall be advised of the communication equipment. The names of the participants in the conference shall be divulged to all participants. Participation in a meeting pursuant to this procedure shall constitute presence in person at the meeting.

Section 7. ACTION WITHOUT MEETINGS. Unless prohibited by the articles of incorporation or bylaws, action required or permitted to be taken under authorization voted at a meeting of the Board, may be taken without a meeting if, before or after the action, all members of the Board then in office, consent to the action in writing. The written consents shall be filed with the minutes of the proceedings of the Board for all purposes.

Section 8. QUORUM. A majority of the directors shall constitute a quorum to transact

business of the Board. The act of a majority of the directors present at any meeting at which a quorum is present shall be deemed to be the act of the Board.

Section 9. VACANCIES. If any vacancy exists on the Board, such vacancy shall be filled by appointment by the remaining directors, even though those remaining directors may be less than a quorum. Candidates for appointment must meet the qualifications as outlined in Article VIII, Section 3, of these Bylaws. Any person so appointed shall serve until the completion of the term of the director being replaced.

Section 10. REMOVAL OF DIRECTORS BY THE BOARD. Any director may be removed when, in the judgment of a majority of the Board, the best interest of the Association shall be served by such removal. Provided, however, that any director so removed shall have the right, to be exercised within fifteen (15) days of receipt of written notice of removal, to demand an appeal of the decision of the Board before a Special Meeting of the entire Membership of the Association. Such a Special Meeting shall be called within thirty (30) days of the request by the removed director, and at such meeting, a majority vote of the Members present (proxy votes are not permitted) shall determine the outcome of the appeal.

Section 11. REMOVAL OF DIRECTORS BY THE MEMBERSHIP. A director may be removed by an action of the Membership in the following way:

(a) The Board of Directors must be notified at a regularly scheduled meeting of the Board that there is intent to circulate a petition for the removal of a director(s).

(b) Signature of Members in good standing (one signature per Membership) must be collected on a petition asking for the recall of the director(s). The number of signatures required shall be a number equal to at least 60 percent of the total votes cast at the most recent election of directors. The signatures must be collected within thirty (30) days of the date that the Board was notified of the intent to circulate the petition. The petition(s) must be presented to an officer of the Association within that time period or they are null and void. The signatures must be validated by the Park Manager.

(c) Upon receipt of the recall petitions, a Special Meeting for the purpose of voting on the recall of the director(s) shall be called within thirty (30) days.

(d) A majority vote of Members present at this Special Meeting shall determine the outcome of the appeal.

Section 12. QUALIFICATIONS. Directors must be members of the Association. Subject to the requirements of Article VIII, Section 3, any Member may serve as a director of the Association provided that no director, while in office, may be a paid employee of the Association or function as a

contractor for the Association's property.

ARTICLE VIII
ELECTION OF DIRECTORS

Section 1. ELECTION COMMITTEE. The annual election of directors shall be conducted by the Election Committee. Any member of the Election Committee shall not have their spouse or a family member running for the Board of Directors. The Board of Directors shall inform the Election Committee of those Memberships eligible to vote and guidelines for conducting the election.

Section 2. NOTICE OF ELECTION. Notice of the Annual Election shall be published and mailed to Members. The Annual Election shall take place on the second Saturday in August. The Board of Directors shall hold a Special Meeting the day after the election to certify the results. The new elected Board Member(s) shall take office immediately after the Election Committee has certified the results of the election, and the Term of Office of the Board Member(s) losing the election shall automatically be terminated thereby.

Section 3. CANDIDATES. Any Member may become a candidate, with the following exceptions:

- (a) A Member who has been previously removed as a director under Article VII, Section 10 or 11, is not eligible.
- (b) A Member who has resigned from directorship in the preceding three-year period is not eligible.
- (c) Only one Member per Membership may become a candidate.
- (d) Persons owning two Memberships shall only be considered as owning one Membership for candidate purposes.

An eligible candidate must sign two documents at the Association office no later than the second full weekend in June. The documents are The Declaration of Candidacy and a Receipt for a Copy of Article VII, Section 1 and Section 2 of the Bylaws, which list the Responsibilities of the Board and Directors. Candidates must be a Member for a minimum of one year as of the preceding June 1, and all Membership dues, assessments, and all other monies due the Association by the candidate must be paid in full. Candidates' names and resumes shall be published and mailed to the Membership in July.

Section 4. TIES IN ELECTION. The candidates with the highest number of votes shall be elected. In the event that there is a tie between the number of votes received by candidates such that the election to the Board cannot be determined, then a Special Election shall be called within thirty (30) days to hold a run-off election between the candidates tied, unless all but one of the candidates withdraw.

ARTICLE IX

THE OFFICERS

Section 1. OFFICERS. The officers of the Association shall be: President, one or more Vice-Presidents, the Secretary, and the Treasurer. Officers shall serve terms of office of one year, or until their successors are elected and qualified. Election of Officers, by the Members of the new Board of Directors, shall be conducted immediately after the Election Committee has certified the results of the election. Any two or more offices may be held by the same person, except the offices of President and Vice-President.

Section 2. PRESIDENT. The president shall be the chief executive officer of the Association and the President shall be vested with the powers and duties generally incident to the office of President of a non-for-profit corporation, except as otherwise determined by the Board or as may otherwise be set forth in these Bylaws. The President must be a director.

Section 3. VICE-PRESIDENT. In the absence of the President, or in the event of his inability or refusal to serve, the Vice-President is empowered to act and thereupon shall be vested with the powers and duties of the President. If more than one Vice-President is elected, priority shall be determined at the time of appointment. The Vice-President(s) must be a director.

Section 4. SECRETARY. The Secretary of the Association shall be responsible for keeping the minutes of the business, and other matters transacted at the meeting of the Members and of the Board. The Secretary shall mail, or cause to be mailed, all notices required by the Bylaws; the Secretary shall have custody of the corporate seal and the records and maintain the list of Members and their addresses and perform all other duties incident to the office of Secretary. The Secretary must be a director.

Section 5. TREASURER. The Treasurer shall have custody of the funds of the Association, collect monies due, pay obligations of the Association out of its funds, and perform such duties as are incident to the office of Treasurer. The Treasurer shall be bonded for such amount and under such conditions as the Board may require. The Treasurer must be a director.

ARTICLE X

INDEMNIFICATION OF DIRECTORS, OFFICERS, EMPLOYEES AND AGENTS

Section 1. OBLIGATION TO INDEMNIFY AND RIGHT OF INDEMNIFICATION The corporation shall indemnify any person, to the fullest extent permitted by Michigan law, against all judgments, payments and settlements, fines and other reasonable costs and expenses (including

attorney fees) incurred by that person in connection with the defense of any action, suit or proceeding, which is brought or threatened, in which that person is a party or is otherwise involved, because that person was or is a director or officer of the corporation. This right of indemnification shall continue as to a person who ceases to be a director or officer, and shall inure to the benefit of that person's estate.

Section 2. INSURANCE. The corporation may maintain insurance, at its expense, to protect itself and any directors, officers, employees or agents of the corporation against any expense, liability or loss, whether or not the corporation would have the power to indemnify the person against the expense, liability loss under any applicable provisions of the law.

Sections. OTHER EMPLOYEES AND AGENTS. The corporation may, pursuant to authorization of the Board of Directors, provide indemnification and advancement of expenses to employees and agents of the corporation, other than directors and officers, to the same extent as provided for directors and officers or otherwise as the Board of Directors determined.

ARTICLE XI

AMENDMENTS

These Bylaws may be amended, in whole or in part, by a vote of a majority of the Members present, in person, or by proxy, at the Annual Meeting or at a Special Meeting called for that purpose. Any Member whose dues, assessments, and any other monies due the Association are current may propose to the Board an amendment to the Bylaws. Such amendment, if approved by the Board, shall be placed on the agenda for the Annual or special meeting for consideration and vote. Notice of the proposed amendment shall be given to all members of the Association not less than ten (10) days or more than sixty (60) days before the meeting.

These Bylaws shall be reviewed every third year by a Special Committee appointed by the Board for this purpose.

Section 2: CONTROLLING AUTHORITY. There shall be no resolutions, addendums, rules, regulations, executive directives, or any other actions by the Board, administration, committees, or others, that may take precedence over these Bylaws.

ARTICLE XII

CONDUCT OF MEETINGS

In the conduct of a shareholder, director or committee meeting, all matters arising that are not covered by these Bylaws shall be governed by the most recent edition of Robert's Rules of Order.