

**BY-LAWS
OF
HIGHVIEW UNITY APARTMENTS
TENANT'S ASSOCIATION**

Article I

NAME

The name of the organization shall be "The Highview Unity Apartments Tenant's Association ."

Article II

PURPOSE

The purpose of the organization shall be to act as a central voice in the affairs of the tenants of Highview Unity Apartments; to promote the general welfare of the tenants of Highview Unity; to promulgate rules and regulations governing assets and property purchased with Association funds; and, to plan, promote, and carryout programs and activities that benefit the residents of Highview Unity Apartments.

Article III

MEMBERSHIP

Section 1. The membership of this organization shall consist of all residents of Highview Unity Apartments.

Section 2. At no time will any membership dues be collected by the association or any representative thereof.

Article IV

TERMS OF OFFICE

Section 1. Nominations of officers will be accepted from any member at the regularly scheduled May meeting. The current officers will review the nominations and give their blessing to those who qualify for the voting process. Those nominations will be presented to the members at the regularly scheduled June meeting.

Section 2. The term of office of all officers of the Association so elected shall begin at the July meeting following the annual election at the June meeting, and shall continue for one year thereafter and until their successors are elected and qualify. Appointed members shall serve from the time they are confirmed until the next election, subject to the provisions of Article III.

Section 3. Officers who miss three consecutive meetings without reasonable or just cause, shall be subject to removal from the Association by the President or Vice President, subject to the provisions of Article X.

Section 4. If any officer shall seek to resign from the Association, they must first place their request in writing. The request must be read in an open meeting and accepted and voted on by the Association.

Article V

OFFICERS

Section 1. The officers of this organization shall consist of a President, a Vice President, a Secretary, and a Treasurer.

Section 2. The President shall carry a consecutive term of no less than two years.

Section 3. Vacancies in any of the positions as officers of the Association, other than President, shall be filled by the President until the next scheduled meeting is held, at which time the vacancy shall be filled by a majority vote of the residents present.

Section 4. Any vacancy in the office of President of the Association shall be filled by the Vice President for the unexpired term.

Article VI

PRESIDENT

Section 1. The President shall be the chief executive of the Association, and shall be responsible for the management and administration of its affairs, subject only to these By-Laws and instructions from the Association.

Section 2. The President shall preside at all meetings of the Association. In case of absence of the President, the Vice President shall preside. In the case of absence of the President and Vice President, the Secretary shall preside over the regular scheduled meeting.

Article VII

VICE PRESIDENT

Section 1. The Vice President shall perform the duties of the President when the President is absent or unable to serve, and shall perform such other duties as may be assigned by the President.

Article VIII

SECRETARY

Section 1. The Secretary of the Association shall keep an accurate minute journal of all the meetings of the Association, and shall make such other reports as the Association or the President may require.

Section 2. The Secretary shall have charge of the necessary correspondence of the Association, and shall perform such other duties as may be assigned by the Association.

Section 3. With the cooperation of the President, the Secretary shall produce a written copy of the minutes of each meeting and make available to any tenant a copy of said minutes within three (3) business days of such a request.

Article IX

TREASURER

Section 1. The Treasurer shall receive and have charge of all the funds of the Association. The Treasurer shall deposit such funds in a separate account in the name of the Association. The bank where such an account shall be made shall be designated by the Association.

Section 2. All expenditures of the funds of the Association shall be made by check. The President or the Treasurer's signature is required on all checks.

Section 3. With the cooperation of the President, the Treasurer shall produce a written copy of the financial report of each meeting and make available to any tenant a copy of said report within three (3) business days of such a request.

Article X

REMOVAL OF OFFICERS

An officer of the Association may be removed from office provided the officer to be removed shall have been given written notice by U.S. Mail of such removal and the reason for the removal. The letter must be signed by the remainder of the officers and must be mailed at least ten days prior to the date of the meeting. The President or Vice President will call for a vote of the members present and removal of said officer will pass by a two-thirds vote.

Article XI

MEETINGS

Section 1. Residents shall proceed to elect officers during the regularly scheduled Association meeting in June. At the call of the President of the retiring Association, the new officers shall take office at the regularly scheduled Association meeting during the month of July.

Section 2. The Association shall hold a minimum of 12 meetings per year. The Association should adopt a regular schedule of meetings. The President shall issue the call for the meetings.

Section 3. A meeting of the Association may also be called upon the request of the President or one-third of the members of the Association.

Section 4. A majority of the members of the Association shall constitute a quorum for the transaction of the regular business of the Association. Otherwise, Rules of Order shall govern the conduct of the meetings of the Association except as otherwise provided by these By-Laws.

Section 5. Association meetings are open to Highview Unity residents.

Article XII

BY-LAWS

Section 1. These By-Laws shall become effective immediately upon adoption.

Section 2. These By-Laws shall be reviewed at least once every other year by a temporary committee, which shall recommend to the Association any amendments that should be made.

Article XIII

ASSOCIATION NET EARNINGS SHALL NOT BENEFIT ANY PRIVATE SHAREHOLDER

Our organization is for pleasure, recreation, and other non-profitable purposes, substantially all of the activities of which are for such purposes and no part of the net earnings of which inures to the benefit of any private shareholder.

Article XIV

AMENDMENTS

Section 1. Two-thirds of the members of the Association, voting in the affirmative, shall be necessary to amend these By-Laws.

Section 2. An amendment hereto may alter, revise, delete or add to any Article.

Article XV

LEGAL EFFECT OF PROVISIONS AND SEVERABILITY

Section 1. All provisions of these By-Laws shall be construed, shall be given effect and shall be enforced according to the laws of the State of West Virginia.

Section 2. It is agreed that the invalidity or unenforceability of any Article, Section, paragraph or provision of these By-Laws shall not affect the validity or enforceability of any one or more of the other Articles, Sections, paragraphs or provisions; and that the parties hereto will execute any further instruments or perform any acts that are or may be necessary to effectuate all and each of the terms and provisions of these By-Laws.

In Witness Whereof, the Officers have signed and adopted these By-Laws.

Betty Crouch
Betty Crouch, President

11/13/07
Date

Velma Hudkins
Velma Hudkins, Vice President

11-13-07
Date

Rev Helen Neal
Helen Neal, Secretary

11-13-07
Date

William McCracken
William McCracken, Treasurer

11-13-007
Date

AMENDMENTS

AMENDMENT 1

Adopted, Executed and Attached to the By-Laws of Highview Unity Tenant's Association on this the 13th Day of November, 2007.

Betty Crouch
President

Velma Hudson
Vice President

11/13/07
Date

11-13-07
Date