

# Constitution and Bylaws of the Building Industry Association of Central Ohio

## Article I Name

### Section 1.

The name of this Association shall be THE BUILDING INDUSTRY ASSOCIATION OF CENTRAL OHIO (the "Association").

### Section 2.

The principal office of the Association shall be located at 495 Executive Campus Drive, Westerville, Ohio 43082, or such other place as the Board of Trustees may from time-to-time designate.

### Section 3.

The Association is and shall be affiliated with the National Association of Home Builders of the United States and the Ohio Home Builders Association, and shall abide by their respective Constitution, Code of Regulations and Bylaws as amended from time-to-time.

## Article II Purposes

### Section 1.

The purpose of the Association shall be:

- A. To unite and promote the residential and light construction industry in Central Ohio.
- B. To be recognized and respected throughout the community as an association representing professionalism in the building industry.
- C. To be the major force on legislative and regulatory issues facing the housing industry in Central Ohio.
- D. To make membership in the Association an essential part of a successful building related company.
- E. To advocate and encourage improvements of building techniques and practices.
- F. To affirm our belief in, and support of, the American free enterprise system; and to promote the availability and affordability of housing for the American public.
- G. To maintain and enforce a code of ethics for all members.
- H. To collaborate with all entities related to the building industry within the Association's jurisdiction for the benefit of the industry as a whole.
- I. To operate as a not-for-profit organization such that no part of the income of the Association shall ensure to the benefit of any individual member.

## Article III Membership

### Section 1.

Classes of Members.

The Association shall have the following classes of members:

- A. Builders Members. Any individual who is or has been in, or employed by a firm or corporation in the business of building or remodeling homes, apartments, schools, commercial, industrial, or other structures normally related and pertinent to a community, or in land development, shall be eligible to be a Builder Member.

- B. Associate Members. Any individual who is or has been engaged or employed by a firm or corporation engaged in a trade, industry, or profession related to the Building Industry shall be eligible to be an Associate Member.
- C. Affiliate Members. Additional individuals who are employed by a builder or associate member. Affiliate members enjoy the full rights and privileges of membership providing they meet all obligations of membership, but cannot serve on the Board of Trustees.
- D. Honorary Members. The Board of Trustees may, by a two-thirds (2/3) vote, bestow an honorary membership upon any individual. Such honorary membership shall provide such benefits as determined by the Board of Trustees, provided the same shall not obligate the person so named in any manner.

## Section 2.

### Application and Acceptance of Members.

- A. Applicants for membership shall apply for membership by following procedures established by the Board of Trustees.
- B. An applicant shall become a member upon majority vote of the Board of Trustees, subject to satisfactory completion of files, and publication of applicant's name on the Association's website.
- C. In the event the Board of Trustees has reasonable grounds to believe that the information set forth within an application is untrue or that the conduct of the applicant, if admitted to the Association, would violate the standards set forth within Section 3 below, the Board of Trustees may, at its option, conduct a hearing upon such application generally in accordance with the standards set forth within Section 3 below; provided, however, for the initial admission of an applicant as a member of the Association under this Section 2, a majority vote of the board of trustees shall be sufficient.
- D. Applicants approved and accepted for membership within the Association shall, upon payment of dues, become a member of the National Association of Home Builders of the United States, and the Ohio Home Builders Association and while in good standing with the Association shall be entitled to the full benefits, services and privileges of the above listed associations. (Affiliate members are not allowed to hold NAHB Directory, NAHB Alternate Directory or OHBA office positions as outlined in their respective bylaws).

## Section 3.

### Suspension, Revocation and Reinstatement of Membership.

- A. The Board of Trustees may, by a two-thirds (2/3) vote, suspend or revoke the membership of any member(s) for: (i) failure to meet the required financial obligation owed to the Association or (ii) conduct detrimental to the Association. Any member accused of violating either or both of the standards set forth within the immediately preceding sentence shall be given at least thirty (30) days written notice in advance of the meeting of the Board of Trustees at which the vote is to be taken, and shall be afforded a reasonable opportunity to be heard at such a meeting.
- B. Reinstatement of membership shall be subject to such conditions as the Board of Trustees may impose; provided, however, a vote of not less than two-thirds (2/3) of the Board of Trustees shall be required to reinstate any membership suspended or revoked under Section 3-A above.

## Article IV Dues & Initiation Fees

The dues of the Association shall be established by the Board of Trustees and shall include those required for membership in the National Association of Home Builders of the United States and the Ohio Home Builders Association which the Association shall collect and remit in accordance with the requirements of such association.

## Article V Meetings

### Section 1.

The annual meeting of the members of the Association shall be held at the first general meeting of the calendar year or at such other time as may be determined by the Board of Trustees for the purpose of conducting general business of the Association.

### Section 2.

Regular meetings of the membership of the Association shall be held at such a time as the Board of Trustees may designate.

### Section 3.

Special meetings of the membership of the Association may be called by the President, or, if requested in writing, by a majority of the members of the Board of Trustees.

### Section 4.

Notice shall be given of the date, hour and place of all meetings to each member at least five (5) days in advance; provided, however, no failure or irregularity of any notice shall invalidate the same or any proceedings taken at the meeting which was the subject of notice.

### Section 5.

At all general meetings of the membership, a quorum shall consist of twenty-five (25) members and if such number of members shall not be present or represented, no business shall be transacted except to adjourn until a future time. If a quorum is present, the members shall have the power to act upon all matters properly before the meeting and shall also have power to adjourn the meeting to any subsequent time or times provided notice of the adjourned meeting shall be given to all members. A majority vote of members present at any such meeting shall be required to adopt any proposed measure. At any meeting of the members of the Association, each member shall be entitled to one vote, either in person or by written proxy, provided, however, no written proxy shall be eligible for use for a period of more than thirty (30) days from the date such proxy was executed and delivered. Proxies shall be counted for purposes of a quorum.

### Section 6.

'Robert's Rule of Order' shall govern the proceeding at all meetings of the Association if not in conflict with specific provisions of these Bylaws.

## Article VI Board of Trustees

### Section 1.

A Board of Trustees shall be the governing body of the Association and shall direct its affairs in such a manner as is customary and according to Law.

### Section 2.

The Board of Trustees shall consist of seventeen (17) members as follows:

- A. Eight (8) voting Builder Members elected for three (3) year terms [maximum of four (4) to be elected each year]. There will be a two year transition to get all elected members on three year terms.
- B. The immediate Past President.
- C. Four (4) voting Associate Members elected for three (3) year terms [two (2) to be elected each year]. There will be a two year transition to get all elected members on three year terms.
- D. Two (2) voting members, one (1) Associate Member and one (1) Builder Member appointed by the President for one (1) year terms.
- E. A voting Past President and a voting Past Associate Vice President for one (1) year terms.
- F. All other Past-Presidents and Past Associate Vice-Presidents shall be ex-officio members without vote as long as they are members of the Association in good standing.

In the event the membership status of a member of the Board of Trustees were to change during the tenure of such person's position on the Board of Trustees (i.e. a person's membership status changes from Builder Member to Associate Member or from Associate Member to Builder Member), such person shall be automatically removed from the Board of Trustees and the Board of Trustees shall fill such vacancy in accordance with Section 5 herein.

### Section 3.

In conducting the affairs of the Board of Trustees, and except as limited with respect to ex-officio members as set forth within Section 2 above, all members of the Board of Trustees shall have a vote except the President, who shall only vote if: (i) the vote is by secret ballot; or (ii) in all other cases whenever his vote will affect the results – that is, he can vote either to break or to cause a tie; or in the case where two-thirds (2/3) veto is required, he can vote either to cause or to block the attainment of the necessary two-thirds (2/3).

### Section 4.

Once elected to the position of Senior Vice-President, such person shall not stand for re-election to the Board of Trustees at the expiration of the term in which such person was elected to such position, but rather shall retain such builder/trustee position on the Board of Trustees for an additional two (2) year term as if elected to the same.

### Section 5.

Vacancies on the Board of Trustees shall be filled by appointment by the remaining members of the Board of Trustees, and the appointment shall be for the unexpired term of such position. A position on the Board of Trustees may be deemed vacant by the Board of Trustees if the Trustee is absent from three (3) consecutive meetings; otherwise, all Trustees shall hold office until their successors are elected and qualified.

### Section 6.

- A. The annual organization meeting of the Board of Trustees shall be called by the President after the annual election of the new Trustees. Such meeting shall, if practical, be held not later than November 30 of each calendar year.
- B. Regular meetings of the Board of Trustees shall be held monthly except during July and August.
- C. Special meetings of the Board of Trustees shall be held either: (i) at the request of the President, made at his/her option; or (ii) at the request of the President made pursuant to the written request of a majority of the members of the Board of Trustees.

### Section 7.

Notice of the time and place of all meetings of the Board of Trustees shall be given to each trustee either by mail or telephone at least five (5) days prior to such meeting and the notice of a special meeting of the Board of Trustees shall state the general object of such meeting. A quorum of the Board of Trustees shall consist of a majority of voting Trustees, five (5) of whom be Builder Members. Once a quorum has been determined to be present, a majority vote of the trustees present shall be required to adopt any measure or to act upon any matter.

### Section 8.

The Board of Trustees shall have the authority to employ an Executive Director to promote the objectives of the Association, which employment shall be governed by the following criteria:

- A. The Executive Director shall be employed at a rate of compensation as the Board of Trustees deems fair and proper.
- B. The Executive Director shall serve as the Chief Administrative Officer of the Association and shall perform the duties and responsibilities delegated to the Executive Director by the Board of Trustees and all other functions which are normal and customary to such office.
- C. The Executive Director shall be empowered to employ and supervise an adequate staff to carry on the business of the Association as instructed by the Board of Trustees.
- D. The incoming Executive Committee will, prior to the end of January, meet and set the goals of the Executive Director for the current year, including establishing guidelines for judging the success in meeting the attainment of such goals.

- E. The outgoing Executive Committee shall, prior to the December meeting of the Board of Trustees, conduct a formal employment review of the Executive Director. The purpose of the review shall be to evaluate the attainment of the goals set for the concluding year, the overall effectiveness of the staff, and the guidelines which were set for judging the success of the Executive Director in the attainment of such goals. Based upon such evaluation, the Executive Committee shall present to the Board of Trustees for their approval its recommendations relating to contract terms for the Executive Director for the following year.

#### Section 9.

The Board of Trustees shall employ a Certified Public Accountant to perform an annual audit of the Association's financial records.

#### Section 10.

Election of Trustees shall be by electronic or paper ballot. A ballot shall be prepared containing names of nominees and sent to each member in good standing along with instructions for voting and date for returning the same to the Association. The tabulation of such votes shall be by an outside accounting firm. Results shall be reported to the members.

#### Section 11.

The Board of Trustees shall provide, at Association expense, trustees and officers liability insurance covering the officers, trustees, committee chairmen and staff.

#### Section 12.

The Board of Trustees at its annual organizational meeting as its first order of business shall elect officers for the ensuing calendar year as hereafter more particularly set forth in Article VII, Section D.

## Article VII Officers, Executive Committee

### Section 1.

- A. Officers - Membership Requirement
  - 1. President - Builder
  - 2. Senior Vice President - Builder
  - 3. Builder Vice President - Builder
  - 4. Associate Vice President - Associate
  - 5. Secretary - Builder or Associate
  - 6. Treasurer - Builder or Associate
  - 7. Immediate Past President - Builder
- B. Term. Each office shall have a one (1) year term.
- C. Duties.
  - 1. The President shall preside at all meetings of the membership and all meetings of the Board of Trustees, chair the Executive Committee, and perform such other duties as may be delegated to him/her by the Board of Trustees.
  - 2. The Secretary shall be responsible for providing written records of the meetings of the membership, the Board of Trustees and the Executive Committee.
  - 3. The Treasurer, who shall be responsible to the Association for an accounting of all monies collected and disbursed by the Association, shall render a semi-annual report to the Board of Trustees, and upon direction of the President, may perform such other duties as are appropriate to this office.
  - 4. The Vice Presidents and Immediate Past President shall serve on the councils and committees as the President shall designate.
- D. Election and Installation of Officers.

1. The Board of Trustees shall at its annual organizational meeting hold the election of all other officers for the following year. Each person elected shall be installed in office at the annual meeting of the membership whenever scheduled and shall assume the official duties of their offices consistent with the date herein established.
  2. Unless by a two-thirds (2/3) negative vote of the Board of Trustees indicating it would be in the best interests of the Association to do otherwise, the Board of Trustees by separate resolutions shall declare the Senior Vice-President to be President-Elect, and the Builder Vice-President who shall be serving an elective term to be Senior Vice-President Elect.
- E. E. Absence or Disability.
1. When an elective office of the Association is vacated such as by death or resignation, then a special meeting of the Board of Trustees shall convene and the vacancy created shall be filled at that time by election of the Board of Trustees for the remaining term.
  2. In the case of the absence or disability of the President to serve, the Senior Vice-President shall serve as Interim President with full authority granted the President in this Section. In the event the Senior Vice-President is unable to serve, the Builder Vice-President shall serve as Interim Acting President if the President cannot do so. In the event the Builder Vice-President is unable to serve, the Associate Vice-President shall serve as Interim Acting President. In all instances described above, the party acting as the Interim President shall do so with full authority granted the President in this Section until such time as a special meeting of the Board of Trustees is convened and the vacancy by the death, disability or resignation of the President is filled in accordance with Paragraph 1 above. All elected or appointed officers, trustees and committee chairmen must be members in good standing with the Association and the state and national associations at all times after such election or appointment and during their tenure of office. All elected or appointed officers, trustees and committee chairmen shall hold office until their successors are elected or appointed and qualified.

## Article VIII Committees and Councils

### Section 1. Committees.

Except as otherwise provided herein to the contrary, the President shall appoint the Chairman and membership of the Standing Committees hereinafter designated and such Special Committees or task forces as may from time-to-time be authorized by the Board of Trustees. The President may thereafter, for just cause or reason, make changes in the Chairman and/or membership of a committee, with the approval of the Board of Trustees.

Meetings of all committees shall be conducted upon the call of the Chairman. A presence of the majority of the members of the committee shall constitute a quorum. Once a quorum has been established, actions of the committee shall be determined by a majority vote of the members of the committee present at the meeting. All actions undertaken by a committee shall be submitted to the Board of Trustees for review and approval.

Standing Committees shall be as follows:

- A. Executive. This committee shall consist of seven (7) members made up of the President, three (3) Vice-Presidents, Secretary, Treasurer and Immediate Past President. The Executive Director shall serve as an ex-officio, nonvoting member of the committee. This committee shall establish the administrative policies of the Association and advise and assist the President in carrying out the duties and objectives of the Association. This committee shall also prepare the annual budget for the Association, which shall be prepared no later than December of the preceding year for which the budget shall be applicable and submitted to the Board of Trustees for its approval in January of the year for which the budget shall be applicable.
- B. Advisory. This committee shall consist of not less than eight (8) members, made up of less than five (5) Past Presidents and three (3) Past Associate Vice-Presidents. This committee shall make

recommendations to the President and the Board of Trustees concerning: (i) the appointment of honorary memberships; and (ii) the general welfare and activities of the Association.

- C. Membership. This committee shall consist of at least five (5) members. This committee shall promote and maintain the membership of the Association. This committee shall also investigate applications for membership in the Association.
- D. Nominating. This committee shall consist of nine (9) members, made up of three (3) Past Presidents, three (3) current Directors, and three (3) members at large. Five (5) members of this committee shall be Builder Members and four (4) members of this committee shall be Associate Members. This committee shall nominate candidates for election to positions on the Board of Trustees.
- E. Awards. This committee shall consist of seven (7) members. Four (4) members of this committee shall be Builder Members, and three (3) members of this committee shall be Associate Members. The Chairman of this committee shall be the Immediate Past President. This committee shall select recipients for the Washburn Schofield Memorial Award (not more frequently than annually, but with no requirement that such award always be undertaken annually), the Outstanding Citizen Award, the Associate of the Year Award, the Irving E. Schottenstein Builder of the Year Award, and the Remodeler of the Year Award.
  - 1. The Washburn Schofield Memorial Award. This award is given to a member of the Association, either builder or associate, who has performed service of the highest level above and beyond the ordinary call of duty, which has resulted in major benefits to industry and community, either directly or indirectly. It shall not be given merely because of regular discharge of official duty or committee work. The award may be given to more than one (1) recipient in any one (1) year.
  - 2. The Outstanding Citizen Award. This award is given to a citizen, not a member of the Association, who has performed service either within or outside the duties of his regular work, which has resulted in major benefits to the community and/or the building industry, directly or indirectly. The Outstanding Citizen Award may be given to more than one (1) recipient in any one (1) year.
  - 3. Associate of the Year Award. This award is given to an Associate Member in recognition of high business and ethical standards and contributions to the Home Building Industry and the Association.
  - 4. Irving E. Schottenstein Builder of the Year Award. This award is given to a Builder Member for: (i) encouraging the American dream of home ownership; (ii) maintaining professional excellence; (iii) supporting the standards and policies of the Association.
  - 5. Remodeler of the Year Award. This award is given to a Builder Member who is active in the remodeling business in recognition of high business and ethical standards and contributions to the Home Building Industry and the Association.
  - 6. The Raymond S. Barry People's Choice Award. This award shall be given to the Builder Member who participated within the Parade of Homes and received the greatest number of votes from the public at large as the most popular house within such parade.
- F. Legislative. This committee shall consist of at least eight (8) members, a majority of which shall be Builder Members. Two (2) members of the Board of Trustees and one (1) member of this committee shall also be a member of the Executive Committee. The Committee shall represent the Association in legislative affairs, election politics, and community relations matters. The committee shall be broken into three subcommittees: the Building Code and Technology Subcommittee, the Political Actions Subcommittees and the Developers Subcommittee.
  - 1. The Building Codes and Technology Subcommittee shall deal with legislative and administrative concerns, inspection problems, technical city codes and other building issues.
  - 2. The Political Action Subcommittee will determine the Association's role in local election politics. The responsibilities of this subcommittee shall include interacting with any affiliated political action committee such as Build PAC, candidate screening and recruiting.
  - 3. The Developers Subcommittee will deal with issues impacting land development. It will strive to be interactive with city and state officials in reviewing regulations and fees.

In undertaking its responsibilities and obligations the various subcommittees shall give preference to Builder Members to be present at and appear before the various government bodies and authorities.

- G. Professional Standards. This committee shall consist of not less than five (5) members. Not less than two (2) members of this committee may be non-members of the Association. No more than one-third of the committee can be non-members. This committee shall provide a procedure by which consumer complaints relating to the quality of construction undertaken by a Builder Member may be addressed. Anything herein to the contrary otherwise requiring the actions of any given committee to be submitted to and reviewed and approved by the Board of Trustees notwithstanding. This committee may suspend membership privileges of a member in the event the committee were to determine that such member: (i) failed to comply with the building quality standards adopted by the Association; and (ii) failed to undertake and complete such corrective action as recommended by such committee within the time frame set forth by the committee. The suspension shall take effect immediately upon action by the committee and continue in effect until the first of the following occurs: (i) the date the committee officials rescinds the suspension (i.e., the committee is satisfied that the corrective action as recommended by the committee has been completed); (ii) the date of the Board of Trustees acts on a recommendation of the committee to either revoke or not revoke the membership of such member (i.e., a hearing is conducted before the Board of Trustees and action is taken thereon, in which case the action of the Board of Trustees, whatever it may be, shall supersede the suspension mandated by the committee); or (iii) 90 days from the effective date of the suspension if items (i) or (ii) above have not as yet occurred. This committee may also recommend to the Board of Trustees the revocation of the membership of a member if such member shall continue to fail or refuse, without cause, to comply with the building quality standards described above.
- H. Certified Professional Builder. This committee shall consist of five (5) members. Three (3) members of this committee shall have obtained and currently maintain Certified Professional Builder status and two (2) members of this committee shall be Associate Members. This committee shall review all applications received from Builder Members to obtain or renew Certified Professional Builder status and shall recommend approval or disapproval of the same to the Board of Trustees.
- I. Audit Committee. This committee shall consist of five members. Three (3) members of this committee shall be members of the Board of Trustees, provided, however, the Associate Vice President, Secretary, Builder Vice President, Senior Vice President, President and Immediate Past President shall not be members of this committee. In addition, the Treasurer shall be a member of this committee. Finally, the fifth member of the committee, may, at the discretion of the President, not be a member of the Association. All of the members of this Committee, except the Treasurer, shall serve two (2) year terms, with two of such members being appointed each year (except during the initial year of this Committee in which case two (2) of such members shall be appointed for a one (1) year term and two (2) for a two (2) year term). The Treasurer shall serve a one (1) year term. This Committee shall: (i) provide an avenue of communications between the accountants for the Association and the Board of Trustees; (ii) recommend to the Trustees the hiring and compensation for the independent accountants, and the discharge of the independent accountants; (iii) confirm and assure the independence of the independent accountants; (iv) inquire of management, legal counsel and the independent accountants about matters of significant risks and exposures and assess steps management can take to reduce or minimize the same; (v) generally consult and coordinate with the independent accountants regarding the audit plan and the audit effort; (vi) review with the independent accountants and manage the adequacy of the Association's internal controls; (vii) generally review management comments to the Board of Trustees relating to the financial statements; and (viii) review such other financial matters as the committee may deem appropriate including review of financial statements and matters that have impact on the financial statements. The Committee shall meet at least four times per year.



- J. Fundraising Committee. This committee shall consist of seven (7) members. The members of this committee shall be the Senior Vice-President, Treasurer, Associate Vice-President, Sales and Marketing Council Chairman; plus three (3) additional members that shall be appointed by the President. In addition, the Executive Officer and the Fund-raising Coordinator if any, shall attend such committee meeting as non-voting members. The President shall fill any vacancies arising within the Committee. The Committee shall coordinate all fund-raising activities for the Association and shall review and approve all fund-raising events and budgets relative to the same. The Committee shall prepare and present a fund-raising budget to the Executive Committee for submission to the Board of Trustees on or before November 15. The committee shall assist the Executive Officer in recommending the naming, hiring and/or appointing of the Fund-Raising Coordinator, if any.
- K. Program Committee. This Committee shall consist of not less than five (5) members appointed by the Senior Vice-President. The program Committee shall assist the Association staff in developing the programs for the General Meetings of the membership. The Program Committee shall meet as needed during the calendar year in which the Senior Vice-President who appointed the Committee acts as the Senior Vice-President for the purpose of establishing and planning the General Meetings of the membership for the year in which the Senior Vice-President who made the appointment of the committee would, in the absence of a negative vote under Article VII, Section D, Item 2, act as the President (i.e. the following year). The Program Committee shall not be responsible for the execution of the particulars of the General Meetings of the membership, which shall be the responsibility of the Association staff.

## Section 2. Councils.

- A. There shall be within the Association such Councils as the Board of Trustees may, from time-to-time, find necessary to adequately serve the needs of respective members of the Association.
- B. A member of the Association may, at such member's option, become a member of such Council(s) as are related to such member's interests and/or profession.
- C. The President shall appoint the Chairman of each Council and the members of a policy board (the "Policy Board") which shall govern the operation of such Council. The Chairman and the members of the Policy Board shall act in such capacity for a period of one (1) year concurrent with the term of office of such President.
- D. Each Council shall prepare and submit to the Executive Committee a program and budget for such council for each calendar year. Upon approval of the same by the Executive Committee, each Council shall operate within the scope of the program and/or budget as so approved, until ultimately submitted to, and approved by the Board of Trustees.
- E. The Council(s) shall operate subject to Rules of Procedure, which shall be adopted and may be amended by the respective council membership, subject to approval by the Board of Trustees. If no specific Rules of Procedure are adopted by a respective Council, then: (i) meetings of all Council(s) shall be conducted upon the call of the Chairman; (ii) a presence of the majority of the members of the Policy Board of such Council shall constitute a quorum; and (iii) actions of the Council(s) shall be determined by a majority vote of the members of the Policy Board of such Council(s) present at the meeting (provided a quorum has been established).

All actions undertaken by the Council(s) shall be submitted to the Board of Trustees for review and approval.

## Article IX Indemnification

The Association shall indemnify any trustee, officer, committee member or employee of the Association who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative, by reason of the fact that he or she is or was a trustee, officer, committee member or employee of the Association against expenses (including, without limitation, attorney's fees, filing fees, court reporters' fees and transcript costs), judgments, fines and amounts

paid in settlement actually and reasonably incurred by him or her. In connection with such action, suit or proceeding if he or she acted in good faith and in a manner he or she reasonably believed to be in or not opposed to the best interest of the Association, and with respect to any criminal action or proceeding, if he or she had no reasonable cause to believe his or her conduct was unlawful. A person claiming indemnification under this Article shall be presumed, in respect of any act or omission giving rise to such claim for indemnification, to have acted in good faith and in a manner he or she reasonably believed to be in or not opposed to the best interest of the Association, and with respect to any criminal matter, to have had no reasonable cause to believe his or her conduct was unlawful, and the termination of any action, suit or proceeding by judgment, order, settlement or conviction, or upon a plea of not guilty or its equivalent, shall not, of itself, rebut such presumption. The Board of Trustees may, in their discretion, extend the indemnification obligations of the Association as set forth. In this Article to Trustees, officers, committee members, employees and/or members of any entity affiliated with the Association by ownership and/or sponsorship (i.e. The Building Industry Association of Central Ohio Foundation, Inc.).

## Article X National and State Obligations

It shall be the duty of this Association to discharge promptly and fully all obligations imposed by the Constitution and Bylaws of the National Association of Home Builders and the Ohio Home Builders Association.

## Article XI Amendments

### Section 1.

These Bylaws may be altered or amended by the approval of the Board of Trustees and the approval of the membership at a meeting of the Association by a vote of a majority of the members present, provided that a copy of the proposed change shall have been mailed or e-mailed to each member of the Association not less than five (5) days prior to the meeting at which action is to be taken thereon.

### Section 2.

These Bylaws may also be altered and amended by the approval of the Board of Trustees and by the approval of the membership by a mail ballot, provided a copy of the proposed amendments shall be mailed or e-mailed to each member. It is further provided that a response from at least twenty-five percent (25%) of the membership shall be received with the decision at the majority of the respondents, as authenticated by the Board of Trustees, determining the approval or rejection of the proposal.