

BY-LAWS

**CRAIG-BOTETOURT
ELECTRIC COOPERATIVE**



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BYLAWS

ARTICLE I – DEFINITIONS

SECTION 1.1 – General Provisions. Unless the context requires otherwise, capitalized words (“Defined Terms”) shall have the meaning specified in the appropriate Bylaw section.

ARTICLE II – COOPERATIVE MEMBERSHIP

SECTION 2.1 – Membership Eligibility. Any natural person, firm, association, cooperative, corporation, limited liability company, business trust, partnership, limited liability partnership, state, state agency, or state political subdivision, subdivision, or other body politic (collectively, “Person”), that purchases any products, services or equipment related to energy, telecommunication, water or sewerage (collectively, “Utility Services”) from the Cooperative is eligible to become a Member.

No Person may hold more than one membership in the Cooperative. Except as otherwise provided in these Bylaws, no Cooperative membership, and no right or privilege as associated with Cooperative membership, may be sold, purchased, assigned, or otherwise transferred.

SECTION 2.2 – Membership Procedure. Any Person seeking to become a Member (“Applicant”) must complete the following procedures (“Membership Procedures”):

1. Complete a written membership application provided by the Cooperative in which the Applicant agrees, in writing, to comply with and be bound by (a) the Cooperative’s Articles of Incorporation (“Articles”), (b) these Bylaws and (c) any rules and regulations adopted by the Cooperative’s Board of Directors (“Directors”) (items a, b and c are collectively referred to as the “Governing Documents”);
2. Purchase one or more Utility Services from the Cooperative;
3. Complete any additional or supplemental document or contract required by the Board for the Utility Service that the Applicant is seeking to use;
4. Pay the Cooperative any dues, assessment, fee, deposit, contribution, or other amount required by the Governing Documents or the Cooperative; and
5. Unless waived in writing by the Cooperative, pay the Cooperative any outstanding amounts owed the Cooperative by the Applicant.

SECTION 2.3 – Automatic Membership. Unless the Board determines otherwise as provided in these Bylaws, an Applicant automatically becomes a member of the Cooperative (“Member”) effective upon the later of the date

the Applicant began using any Utility Service and the date the Applicant has completed the Membership procedure to the Cooperative’s satisfaction.

The Cooperative shall issue membership certificates to each Member in a manner, method, and form determined by the Board.

The Board may refuse any Applicant membership in the Cooperative for cause.

SECTION 2.4 – Member Classes. The Cooperative shall assign each Member to one of the following classes (“Member Classes”):

Class A Member: Any Member who in the 12 months preceding the Record Date referred to in § 3-4-1 purchases electric distribution services from the Cooperative and purchases, on a competitive basis, all of the electric energy used for any dwelling or structure owned, controlled or directly occupied by such Member solely from and through the Cooperative.

Class B Member: Any Member who in the 12 months preceding the Record Date referred to in § 3-4-1 purchases electric distribution services from the Cooperative and purchases some but not all of the electric energy used for any dwelling or structure owned, controlled, or directly occupied by such Member.

Class C Member: Any Member who purchases default electric power requirements and electric distribution services from the Cooperative.

Class D Member: Any Member who purchases any electric distribution services but no electric energy from the Cooperative.

Class E Member: Any Member who purchases any other Utility Service.

In classifying Members:

1. No Member may be a member of more than one Member Class;
2. Based upon a Member’s use of one or more Utility Services, the Cooperative shall designate the Member in descending order of priority as a Class A Member, Class B Member, Class C Member, Class D Member or Class E Member; and
3. Upon the Cooperative learning of, or upon a Member demonstrating to the Cooperative’s reasonable satisfaction, a change in any Member’s use of Utility Services, then, if applicable, within thirty (30) days, the Cooperative shall re-classify the Member.

Unless otherwise provided in these Bylaws, the term “Member” includes all Member Classes.

SECTION 2.5 – Joint Membership. As provided in this Bylaw, a husband and wife may apply for joint membership in the Cooperative (“Joint Membership”).

A. Creating Joint Memberships. By jointly signing and executing a membership application, and by jointly completing the Membership Procedures, a husband and wife may apply for Joint Membership. By written request, and by jointly executing a new membership application, any Member may apply to convert the Member’s individual membership to a Joint Membership with the Member’s spouse.

B. Joint Member Rights and Obligations. Unless otherwise specified by these Bylaws, each natural person comprised by a Joint Membership (“Joint Member”) has and may enjoy all the rights, benefits, and privileges, and is subject to all the obligations, requirements, and liabilities, of being a Member. As used in these Bylaws, Membership includes any Joint Membership, and Member includes any Joint Member.

C. Effect of Joint Member Actions. For each Joint Membership:

1. Notice of any meeting provided to either Joint Member, or waiver of notice of any meeting signed by either Joint Member, constitutes notice or waiver of notice for both Joint Members;
2. The presence of either Joint Member at any meeting:
 - a. Constitutes the presence of one Member at the meeting;
 - b. Waives notice of the meeting for both Joint Members,
3. There shall be only one vote per Joint Membership on any matter. The action of either Joint Member shall be deemed to be the action of both in all Cooperative affairs. A Member Proxy Appointment issued or revoked by either Joint Member shall be deemed issued or revoked by both and the date of the last issuance or revocation shall control;
4. Except upon the death of a Joint Member or divorce between Joint Members, the termination of either Joint Member constitutes termination of both Joint Members; and
5. A Joint Member otherwise qualified is eligible to serve as a member of the Board (“Director”). If both Joint Members are otherwise qualified to serve as a Director, then either Joint Member, but not both Joint Members simultaneously, may be elected to serve as a Director.

D. Joint Membership Conversion and Termination. Upon a death or divorce of Joint Members:

1. If, in the case of death or divorce, one Joint Member continues to legally use, receive, or purchase a Utility Service at the same location, then the Joint Membership converts to a membership in the name of the Joint Member continuing to legally use, receive, or purchase a Utility Service at the same location;

2. If, in the case of divorce, both Joint Members continue to legally use, receive, or purchase a Utility Service at the same location, then the Joint Membership converts to a membership in the name of the Joint Member determined by the Cooperative; or

3. If, in the case of death or divorce, neither Joint Member continues to legally use, receive, or purchase a Utility Service at the same location, then the Joint Membership terminates.

SECTION 2.6 – Provision of Utility Services. The Cooperative shall provide Utility Services to Members in a reasonable manner. The Cooperative, however, neither guarantees nor warrants continuous or flawless provision of Utility Services. The Cooperative’s responsibility and liability for providing Utility Services terminates upon delivery of any Utility Service to a Member or other Person acting for a Member.

SECTION 2.7 – Purchase of Utility Services. As required by Law, each Member shall use at least one Utility Service provided by the Cooperative.

SECTION 2.8 – Indemnification. Each Member shall indemnify the Cooperative for, and hold the Cooperative harmless from, any expenses, costs, liabilities, or damages, including reasonable attorney fees and legal expenses, incurred by the Cooperative, or by any Cooperative Director, Officer, employee, agent, representative, or contractor, because of any property damage, personal injury, or death resulting from the Member’s negligence or failure to comply with the Governing Documents.

SECTION 2.9 – Member Termination. The Cooperative may terminate Members as provided in this Bylaw and allowed by Law.

A. Termination Reasons. The Cooperative may terminate a Member if the Member:

1. Fails to timely pay any amounts due the Cooperative;
2. Fails to timely comply with the Governing Documents;
3. For six (6) consecutive months, fails to use a minimum of one Utility Service;
4. Dies, legally dissolves, or legally ceases to exist; or
5. Voluntarily requests termination; or as otherwise provided in these Bylaws, or for other good cause determined by the Board.

Items 1–5 are referred to in these Bylaws as “Termination Reasons”.

B. Notice and Comment. Unless otherwise provided in these Bylaws, following the occurrence of a Termination Reason, the Cooperative shall provide the Member at least ten days prior written notice of the Member’s possible termination and the underlying Termination Reason; and

Any written termination notice provided by mail must be

mailed first-class or certified mail to the Member's most current address shown on the Cooperative's records.

- C. *Effect of Member Termination Upon Cooperative.* Upon a Member's termination, the Cooperative's duties, obligations, and liabilities imposed by these Bylaws for the Member cease and the Cooperative may cease providing any or all Utility Service to the Member. The Cooperative retains the obligation to allocate Capital Credits and Affiliated Capital Credits for the period during which the member purchased utility service.
- D. *Effect of Member Termination Upon Member.* Other than the right to receive allocated Capital Credits and Affiliated Capital Credits when they are retired and refunded, a terminated Member forfeits and relinquishes all rights provided in the Governing Documents. In particular, a terminated Member forfeits and relinquishes any voting rights provided by these Bylaws. A terminated Member, however, remains subject to all obligations imposed by the Governing Documents. Termination of a Member does not release the former Member from any debts, liabilities, or obligations owed the Cooperative. Upon a Member's termination from the Cooperative, and after deducting any amounts owed the Cooperative, the Cooperative shall return to the Member any membership fee or deposit paid by the Member. The Membership Certificate of such terminated Member shall be immediately surrendered to the Cooperative.
- E. Notwithstanding the foregoing, the Cooperative may suspend or terminate service to a member in accordance with the Governing Documents, without first terminating such Member.

SECTION 2.10 – Member Liability. A Member's liability to third parties for the Cooperative's acts, debts, liabilities, or obligations is generally limited, by law, to the unpaid portion of such Member's Membership fee unpaid subscription to capital stock, and unpaid bills from the Cooperative. A Member, however, may become liable to the Cooperative as provided in these Bylaws or as otherwise agreed to by the Cooperative and Member.

ARTICLE III – MEMBER MEETINGS AND MEMBER VOTING

SECTION 3.1 – Annual Meetings. The Cooperative shall annually hold a meeting of Members ("Annual Member Meeting"). The Board shall determine the date, time, and location of the Annual Member Meeting.

At the Annual Member Meeting, the President and Treasurer shall provide a written report, or oral presentation, regarding the Cooperative's activities and financial condition. The Cooperative's failure to hold an Annual Member Meeting does not affect any action taken by the Cooperative.

SECTION 3.2 – Special Member Meetings. The Cooperative shall hold a special meeting of Members at a date, time, and location, each selected by the Board in its dis-

cretion, ("Special Member Meeting") upon receipt by the Cooperative of a written request from a majority of the Directors; or at least ten percent (10%) of the Cooperative's total current Members ("Total Membership") requesting, and describing the purpose of, a special meeting of Members ("Member Demand").

SECTION 3.3 – Notice of Member Meetings. As directed by the President, Secretary, or any Officer or Member properly calling a Member Meeting, the Cooperative shall provide written notice of the Member Meeting to all Members entitled to vote at the Member Meeting. Such written notice shall be provided at least ten but no more than sixty days prior to the Member Meeting, and shall indicate the date, time, and location of the Member Meeting. Written notice of a Member's Meeting to act on an amendment to the Articles, a plan of merger, or a proposed sale of assets other than in the course of regular business shall be provided at least twenty-five but no more than sixty days prior to the Member Meeting.

For any Special Member Meeting, written notice shall state and describe the purpose and matters to be considered or voted at the Special Member Meeting.

The failure of any Member to receive notice of any Member Meeting shall not affect any action taken at the Member Meeting.

Unless otherwise provided in these Bylaws, the Cooperative shall notify Members of a Member Meeting adjourned to another date, time, or location unless:

1. The Member Meeting is adjourned to another date occurring within sixty days following the Record Date for the original Member Meeting; and
2. The new date, time, or location is announced at the Member Meeting prior to adjournment.

SECTION 3.4 – Record Date. The Board may fix a date ("Record Date") for determining the Total Membership and the Members entitled to receive a Notice of a Member Meeting and vote at a Member Meeting.

The Record Date for determining the Total Membership and the Members entitled to:

1. Receive Notice of a Member Meeting is the close of business on the first day of the month in which the Cooperative notifies Members of the Member Meeting;
2. Vote at a Member Meeting is the date of the Member Meeting;
3. Sign a Member Demand is the close of business on the thirtieth day prior to the Cooperative's receipt of Member Demands; and
4. Receive notice of or vote at a Member Meeting is effective for any Member Meeting adjourned to a date not more than seventy days following the Record Date for determining the Total Membership and the Members entitled to notice of the original Member Meeting.

SECTION 3.5 – Member Waiver of Notice. A Member may waive notice of a Member Meeting, or waive notice of

any matter to be voted on at a Member Meeting, by signing and delivering to the Cooperative a written waiver of notice (“Member Meeting Waiver of Notice”) either prior to the Member Meeting, or within thirty days following the Member Meeting. Unless a Member objects to holding, or to transacting business at, a Member Meeting, a Member’s attendance in person or by Member Proxy waives the Member’s objection to lack of notice, or to defective notice, of the Member Meeting. Unless a Member objects to considering a matter at a Member Meeting, a Member’s attendance in person or by Member Proxy waives the Member’s objection to voting on the matter at the Member Meeting.

SECTION 3.6 – Member Quorum. A quorum of Members [either in person or represented by Member Proxy] is two and one-half (2½%) percent of the Total Membership (“Member Quorum”).

If less than the Member Quorum are present at any Member Meeting, then a majority of Members attending the Member Meeting in person may adjourn the Member Meeting to a date no more than ninety days following the original Member Meeting.

SECTION 3.7 – Member Voting. Upon presenting identification or proof of Cooperative membership as reasonably required by the Cooperative, and regardless of the value or quantity of Utility Services used, received, or purchased, each Member may cast one vote on any matter for which the Member is entitled to vote. Individuals voting on behalf of non-natural person Members must present evidence satisfactory to the Cooperative that the individual is duly authorized to vote for the non-natural person Member.

Unless otherwise provided by Law, the Articles, or these Bylaws, Members approve a matter and act if:

1. A Member Quorum exists; and
2. A majority of Members present in person [or represented by Member Proxy] entitled to vote on a matter, and voting on the matter, vote in favor of the matter.

At any Member Meeting, the individual presiding over the Member vote may require the Members to vote by voice. If the individual presiding over the Member vote determines, in good faith, that a written vote is required to determine the vote results, then the Members shall vote by written ballot (“Member Meeting Written Ballot”).

Cumulative voting by members is not allowed.

At any Annual Member Meeting or Special Member Meeting, any election procedure question shall be decided by a vote of a majority of the Members voting thereon in person or by proxy accept as otherwise provided by law, the Articles of Incorporation, or these Bylaws.

SECTION 3.8 – Member Voting by Member Proxy. A Member may appoint another Member (“Member Proxy”) to vote on any matter for the Member. All Members properly represented by Member Proxy shall be counted in determining whether a Member Quorum exists.

A. Member Proxy Appointment. A Member may appoint a

Member Proxy by signing and dating a form appointing the Member Proxy and specifying the Member Meeting at which, or the dates during which, the Member Proxy may vote for the Member (“Member Proxy Appointment”).

A Member Proxy Appointment is effective if it is received by the individual designated by the Cooperative (“Cooperative Proxy Manager”) at the beginning of the Member Meeting at which the Member Proxy will vote for the Member. A Member Proxy may not designate a substitute Member Proxy to vote for the Member. Unless otherwise specified in the Member Proxy Appointment or these Bylaws, a Member Proxy Appointment is (a) valid for any Member Meeting properly adjourned and reconvened on, or at, another date, time, or location, and (b) unlimited regarding the matters or actions, or the manner of voting on any matter or action, upon which the Member Proxy may vote for the Member.

B. Member Proxy Appointment Revocation. A Member Proxy Appointment may be revoked prior to the Member Proxy voting for a Member by:

1. The Cooperative Proxy Manager receiving a Member Proxy Appointment more recently dated than the Member Proxy Appointment appointing the Member Proxy;
2. The Cooperative Proxy Manager receiving a written revocation of Member Proxy Appointment signed by the Member appointing the Member Proxy and dated after the Member Proxy Appointment;
3. The Member appointing the Member Proxy attending and voting at a Member Meeting specified in, or occurring during the dates specified in, the Member Proxy Appointment, including any Member Meeting properly adjourned and reconvened; or
4. The Cooperative Proxy Manager receiving notice of the death or legal incapacity of the Member appointing the Member Proxy.

SECTION 3.9 – Member Meeting Order of Business. The Board shall determine the agenda and order of business for Member Meetings.

ARTICLE IV – BOARD OF DIRECTORS

SECTION 4.1 – Director Districts. The Cooperative shall divide the general area in which Members are located or reside (“Cooperative Service Area”) into at least three districts (“Geographic Director Districts”). If necessary, the Board may revise the Geographic Director Districts to ensure that Members are equitably represented by the Geographic Director Districts. The Board may also revise a Director District to create one or more separate Director Districts for one or more Classes of Members (“Class Director Districts”); provided, however that each Member, regardless of Class, shall be eligible to vote for at least one Director. Class Director Districts need not but may have the same territorial

boundaries as Geographic Director Districts. In addition, the Board may authorize the election of one or more at large directors, who shall be elected by any class or classes of members without regard to Geographic Director Districts or Class Director Districts (At Large Director Districts) (collectively, all Districts shall be referred to as "Director Districts").

Within thirty days following any Director District revision, and at least thirty days before the next Annual Member Meeting, the Cooperative shall notify, in writing, any Members affected by the Director District revision. Director District revisions are effective on the date the Cooperative releases written notice of the Director District revision. No Director District revision may:

1. Increase an existing Director's Director Term; or
2. Unless the affected Director consents in writing, shorten any existing Director's Director Term.

SECTION 4.2 – Board. The Cooperative shall have a Board consisting of two natural persons from each Geographic Director District elected by the Members and such natural persons as the Board may authorize from each Class Director District and such At Large Directors as the Board shall authorize. Except as otherwise provided by law, the Articles, or these Bylaws:

1. All Cooperative powers must be exercised by the Board, or under the Board's authority; and
2. All Cooperative affairs must be managed under the Board's direction.

To the extent the Law, the Articles, or these Bylaws authorize any Person to exercise any power that the Board would otherwise exercise, the Person exercising the power has, and is subject to, the same duties, responsibilities, and standards of care of the Board.

SECTION 4.3 – Director Qualifications. Any Director or Director candidate must comply with this Section.

A. *Director Qualifications.* A Director or Director candidate must:

1. Be a natural person;
2. Have the capacity to enter into legally binding contracts, and
3. Be a Member in good standing residing in the Geographic Director District from which the Director is elected or chosen.
4. If the Cooperative has any separate Director Districts for any Class, be a Member of such Class.

Items 1–4 collectively, "Membership Director Qualifications".

B. *Conflict of Interest Director Qualifications.* While a Director, and during the one year immediately prior to becoming a Director, a Director or Director candidate must not be, nor have been:

1. A Close Relative of any existing Director, other than an existing Director who will cease being a Director within one year;
2. An existing, or a Close Relative of an existing, non-Director Cooperative Officer, employee, agent, or representative;
3. Employed by, materially affiliated with, or share a material financial interest with, any other Director; or
4. Engaged in, nor employed by, materially affiliated with, or have a material financial interest in, any individual or entity other than an entity in which the cooperative possessed an ownership interest (other than an entity in which the Cooperative possesses an ownership interest):
 - a. Directly and substantially competing with the Cooperative;
 - b. Selling goods or services in substantial quantity to the Cooperative or to a substantial number of Members; or
 - c. Possessing a substantial conflict of interest with the Cooperative.

Items a–c collectively, "Conflict of Interest Director Qualifications".

C. *Continuing Director Qualifications.* Only natural persons complying with the Membership Director Qualifications, and Conflict of Interest Director Qualifications (collectively, "Director Qualifications") may serve, or continue to serve, as a Director.

After being elected or appointed a Director, if any Director fails to comply with any Director Qualification, as determined by the Board, then the Board shall remove the Director. If at least a majority of Directors authorized by these Bylaws comply with the Director Qualifications and approve a Board action, then the failure of any Director to comply with all Director Qualifications does not affect the Board action.

SECTION 4.4 – Director Nominations. Director candidates shall be nominated as follows:

A. *Nominating Committee Nominations.* Within 150 days before the Member Meeting, the Board shall appoint a Nominating Committee of three Members from each Director District ("Nominating Committee"). Nominating Committee members may not be an existing, or a Close Relative of an existing, Cooperative Director, Officer, employee, agent, representative, or known Director candidate.

At least sixty (60) days prior to the Member Meeting at which Members are scheduled to elect Directors, a Nominating Committee shall:

1. Nominate at least one individual to run for election for each Director position for which Members are scheduled to vote at the Member Meeting ("Nominating Committee Nominations"); and
2. Post the Nominating Committee Nominations at the

Cooperative's principal office and publish the Nominating Committee Nominations in "Cooperative Living" magazine.

The Cooperative may reasonably compensate or reimburse Nominating Committee members as determined by the Board.

B. *Member Petition Nominations.* Members may nominate additional individuals to run for election for any Director position for which Members are scheduled to vote at any Member Meeting ("Member Petition Nominations"). Members may make Member Petition Nominations by delivery to the Secretary at least sixty business days prior to the Member Meeting a writing for each Member Petition Nomination ("Member Petition"):

1. Listing the name of the Member Petition Nominee;
2. Indicating the Director position for which the Member Petition Nominee will run; and
3. Containing the printed names, addresses, telephone numbers, and original signatures, of at least five percent (5%) of the Members located in the Director District for which the person named in the Member Petition will run.

After verifying that a Member Petition complies with this Bylaw, the Cooperative shall post the Member Petition Nomination in approximately the same location as the Nominating Committee Nominations.

C. *Notice of Director Nominations.* At least ten days prior to any Member Meeting at which Members are scheduled to elect Directors, the Cooperative shall notify Members of the:

1. Director positions for which Members are scheduled to vote;
2. Names and corresponding Director positions of all Nominating Committee Nominations; and
3. Names and corresponding Director positions of all Member Petition Nominations.

D. *Nominations from Floor.* Additional nominations for Director for a Director District may be made from the floor at a Member Meeting. No Member may nominate more than one candidate.

SECTION 4.5 – Director Elections. At the Annual Member Meeting, the entire membership shall annually elect Directors for new Director positions or for Director positions for which the incumbent Director's Director Term is expiring.

SECTION 4.6 – Director Terms. A Director's term is three years ("Director Term"). The Cooperative shall stagger Director Terms by dividing the total number of authorized Directors into groups of approximately equal number and members will annually elect an approximately equal number of Directors.

Decreasing the number of Directors or length of Director

Terms may not shorten an incumbent Director's Director Term. Despite the expiration of a Director Term, the Director continues to serve until a new Director is elected, or until the number of Directors is decreased. Unless otherwise provided in these Bylaws, the Director Term of a Director filling a vacant Director's position is the remaining unexpired Director Term to of the vacant Director's position.

SECTION 4.7 – Director Resignation. A Director may resign at any time by delivering written notice of resignation to the Board, President, or Secretary. Unless the written notice of resignation specifies a later effective date, a Director's resignation is effective upon the Board, President, or Secretary receiving the written notice of resignation. If a Director's resignation is effective at a later date, and if the successor Director does not take office until the effective date of the Director's resignation, then the pending Director vacancy may be filled before the effective date of the Director's resignation.

SECTION 4.8 – Director Removal. Regarding any Director:

A. *Director Removal Petition.* As provided in this Bylaw, Members may request the removal of one (1) or more Directors for committing any grossly negligent, fraudulent, or criminal, act or omission significantly and adversely affecting the Cooperative ("Cause"). For each Director for whom removal is requested, Members shall deliver to the President or Secretary a dated written petition ("Director Removal Petition"):

1. Identifying the Director;
2. Explaining the basis for requesting the Director's removal and identifying the
3. Cause underlying the removal request; and
4. As Members existed on the Director Removal Petition date, containing the printed names, printed addresses, and original and dated signatures obtained within sixty days of the Director Removal Petition date, of at least ten percent (10%) of the Members entitled to elect the Director.

Within thirty days following the President or Secretary receiving a Director Removal Petition the Cooperative shall forward a copy of the Director Removal Petition to the implicated Director, and the Board shall meet to review the Director Removal Petition.

B. *Member Meeting.* If the Board determines that the Director Removal Petition complies with this Bylaw, then the Cooperative shall notice and hold a Member Meeting within sixty days following the Board's determination. Notice of the Member Meeting must state that:

1. A purpose of the Member Meeting is to consider removing a Director;
2. Evidence may be presented, and a Member vote taken, regarding removing the Director, and

3. Members may elect a successor Director.

C. *Director Removal.* No Director may be removed unless:

1. A Member Quorum entitled to vote for the Director exists at the Member Meeting;
2. Prior to any Member vote, evidence must be presented supporting the basis for removing the Director;
3. The Director has the opportunity to be represented by legal counsel, and must have the opportunity to refute, and present evidence opposing, the basis for removing the Director.

Following the presentation and Member discussion, the Members entitled to vote for the Director must vote whether to remove the Director.

If a majority of Members entitled to vote for the Director vote to remove the Director, then the Director is removed effective the time and date of the Member vote. At the Member Meeting, the Members entitled to vote for the Director may elect a new Director to succeed the removed Director without complying with the Director Nomination or notice provisions of these Bylaws. Any successor Director elected by the Members must comply with the Director Qualifications.

Neither a Director Removal Petition or Director removal affects any Board action. No Director may be removed for lawfully opposing or resisting any Transfer of Cooperative Assets, or any Cooperative dissolution.

SECTION 4.9 – Director Vacancy. Unless otherwise provided in these Bylaws:

1. The Board shall, by majority vote, fill any vacant Director position, including any vacant Director position resulting from increasing the number of Directors; and
2. Any Director elected by the Board to fill any vacant Director position shall serve the remaining unexpired term.

An individual elected to fill a vacant Director position must comply with the Director Qualifications. As used in this Bylaw, “vacant Director position” and “Director vacancy” do not include Director positions vacated due to an expired Director Term.

SECTION 4.10 – Director Compensation. As allowed by Law and the Articles, the Cooperative may reasonably reimburse, compensate, or provide benefits to, Directors. The Board shall determine the manner and method of any reasonable Director reimbursement, compensation, or benefits.

SECTION 4.11 – Director Conduct.

A. *Director Standard of Conduct.* A Director shall discharge the Director’s duties, including duties as a Board Committee member:

1. In good faith;

2. With the care an ordinarily prudent person in a like position would exercise under similar circumstances; and

3. In a manner the Director reasonably believes to be in the Cooperative’s best interests.

B. *Director Reliance on Others.* Unless a Director possesses knowledge concerning a matter making reliance unwarranted, then in discharging a Director’s duties, including duties as a Board Committee member, a Director may rely upon information, opinions, reports, or statements, including financial statements and other financial data, prepared or presented by:

1. One or more Cooperative Officers or employees whom the Director reasonably believes to be reliable and competent in the matters prepared or presented;
2. Legal counsel, public accountants, or other individuals regarding matters the Director reasonably believes are within the individual’s professional or expert competence; and
3. If the Director reasonably believes a Board Committee of which the Director is not a member merits confidence, then the Board Committee regarding matters within the Board Committee’s jurisdiction.

C. *Director Liability.* If a Director complies with this Bylaw, then the Director is not liable to the Cooperative, any Member, or any other individual or entity for action taken, or not taken, as a Director. No Director is deemed a trustee regarding the Cooperative or any property held or administered by the Cooperative, including without limit, property potentially subject to restrictions imposed by the property’s donor or transferor.

SECTION 4.12 – Close Relative. As used in these Bylaws, the term “Close Relative” means an individual who:

1. Is, either by blood, law, or marriage, including half, step, foster, and adoptive relations, a spouse, child, grandchild, parent, grandparent, or sibling; or
2. Principally resides in the same residence.

Any individual properly qualified and elected or appointed to any position does not become a Close Relative while serving in the position because of any marriage or legal action to which the individual was not a party.

SECTION 4.13 – Geographic Director Districts. In accordance with the provisions of Section 4.1, the Geographic Director Districts shall be as follows:

District No. 1 – Monroe (West Virginia), Alleghany and Giles Counties

District No. 2 – Craig and Roanoke Counties

District No. 3 – Botetourt and Montgomery Counties.

ARTICLE V – BOARD MEETINGS AND DIRECTOR VOTING

SECTION 5.1 – Regular Board Meetings. The Board shall regularly meet at the date, time, and location determined by the Board (“Regular Board Meeting”). Unless otherwise required by these Bylaws, the Board may hold Regular Board Meetings without notice. For good cause, the President may change the date, time, or location of any Regular Board Meeting.

All Directors are entitled to receive notice of a President’s change in a Regular Board Meeting date, time, or location at least five days before the changed Regular Board Meeting.

SECTION 5.2 – Special Board Meetings. The President, or a majority of the Directors may call a special meeting of the Board (“Special Board Meeting”) by providing each Director at least five days’ prior written notice indicating the date, time, and location and purpose of the Special Board Meeting.

SECTION 5.3 – Conduct of Board Meetings. Unless otherwise provided in these Bylaws, any Regular Board Meeting or Special Board Meeting may be:

1. Held in, or out of, any state in which the Cooperative provides any Utility Service; and
2. Conducted with absent Directors participating, and deemed present in person, through any means of communication by which all Directors participating in the Board Meeting may simultaneously hear each other during the Board Meeting.

If a Director Quorum is present at any Board Meeting, then:

1. In descending priority, the following Officers may preside at the Board Meeting: President, Vice-President, Secretary, Treasurer; and
2. If no Officer is present or desires to preside over any Board Meeting, then the Directors attending the Board Member shall elect a Director to preside over the Board Meeting.

SECTION 5.4 – Waiver of Board Meeting Notice. At any time, a Director may waive notice of any Board Meeting by delivering to the Cooperative a written waiver of notice signed by the Director and later filed with the Board Meeting minutes or the Cooperative’s records. Unless a Director:

1. Upon arriving at a Board Meeting or prior to the vote on a particular matter, objects to lack of, or defective, notice of the Board Meeting or a matter being considered at the Board Meeting; and
2. Does not vote for, or assent to, an objected matter;

then the Director’s attendance at, or participation in, a Board Meeting waives notice of the Board Meeting and any matter considered at the Board Meeting.

SECTION 5.5 – Director Quorum and Voting. A quorum of Directors is a majority of the Directors in office immedi-

ately before a Board Meeting begins (“Director Quorum”). If a Director Quorum is present at the time a matter is voted or acted upon, and unless the vote of a greater number of Directors is required, then the affirmative vote of a majority of Directors present is the act of the Board.

SECTION 5.6 – Committees. The Board may create committees of the Board (“Board Committees”) and appoint Directors to serve on the Board Committees. Each Board Committee must consist of two or more Directors, and serves at the Board’s discretion. The Board may create committees of the Members (“Member Committees”) and appoint Members, including Directors, to serve on the Member Committees.

A. *Creation and Appointment of Committees.* Except as otherwise provided in these Bylaws, at least a majority of Directors currently in office must approve the:

1. Creation of any Board Committee or Member Committee;
2. Appointment of Directors to any Board Committee; and
3. Appointment of Members to any Member Committee.

B. *Conduct of Committee Meetings.* To the same extent as the Board and Directors, the Bylaws addressing Regular Board Meetings, Special Board Meetings; Conduct of Board Meetings, Waiver of Board Meeting Notice, Board Action by Written Consent, and Director Quorum and Voting apply to Board Committees and Directors serving on Board Committees, and to Member Committees and Members serving on Member Committees.

C. *Committee Authority.* Except as prohibited or limited by Law, the Articles, or this Bylaw, the Board may authorize a Board Committee to exercise Board authority. Although a Board Committee may recommend, a Board Committee may not act, to:

1. Retire and refund Capital Credits and Affiliated Capital Credits;
2. Approve the Cooperative’s dissolution or merger, or the sale, pledge, or Transfer of all, or substantially all, Cooperative Assets;
3. Elect, appoint, or remove Directors, or fill any Board or Board Committee vacancy; or
4. Adopt, amend, or repeal these Bylaws.

Member Committees may act as specified by the Board, but may not exercise Board authority.

SECTION 5.7 – Conflict of Interest Transaction. A conflict of interest transaction is a transaction with the Cooperative in which a Director has a direct or indirect interest (“Conflict of Interest Transaction”).

A. *Indirect Interest.* A Director has an indirect interest in a Conflict of Interest Transaction if at least one party to the transaction is another entity:

1. In which the Director has a material interest or is a general partner; or
 2. Of which the Director is a director, officer, or trustee.
- B. *Approval of Conflict of Interest Transaction.* Regardless of the presence or vote of a Director interested in a Conflict of Interest Transaction, a Conflict of Interest Transaction may be approved, and any Board Quorum or Member Quorum satisfied, if the Conflict of Interest Transaction's material facts, and the Director's interest, are:
1. Disclosed or known to the Board or Board Committee, and a majority of more than one Director or Board Committee member with no interest in the Conflict of Interest Transaction votes to approve the Conflict of Interest Transaction; or
 2. Disclosed or known to the Members, and a majority of votes cast by Members not voting under the control of a Director or entity interested in the Conflict of Interest Transaction approves the Conflict of Interest Transaction.
- C. *Fair Conflict of Interest Transaction.* A Conflict of Interest Transaction that is fair when entered shall be neither:
1. Voidable; nor
 2. The basis for imposing liability on a Director interested in the Conflict of Interest Transaction.

ARTICLE VI – OFFICERS

SECTION 6.1 – Required Officers. The Cooperative must have the following officers: President, Vice-President, Secretary, and Treasurer (“Required Officers”). The Board shall elect Required Officers:

1. At the first Regular Board Meeting following each Annual Member Meeting, or as soon after each Annual Member Meeting as reasonably possible and convenient;
2. By affirmative vote of a majority of Directors in office; and
3. By secret written ballot without prior nomination.

Only Directors may be elected, and serve, as a Required Officer. One Director may simultaneously be Secretary and Treasurer. Unless allowed by Law, however, this Director may not execute, acknowledge, or verify any document in more than one capacity.

Subject to removal by the Board, each Required Officer shall hold office until the Required Officer's successor is duly elected. The Board shall fill any vacant Required Officer's position for the remaining unexpired portion of the Required Officer's term.

SECTION 6.2 – President. Unless otherwise determined by the Board or Members, and unless otherwise required by Law, the Articles, or these Bylaws, the President:

1. Shall preside, or designate another individual to preside, at all Board and Member Meetings;
2. On the Cooperative's behalf, may sign any document properly authorized or approved by the Board or Members; and
3. Shall perform all other duties, shall have all other responsibilities, and may exercise all other authority, prescribed by the Board or Members.

SECTION 6.3 – Vice President. Unless otherwise determined by the Board or Members, and unless otherwise required by Law, the Articles, or these Bylaws, the Vice-President:

1. Upon the President's death, absence, disability, or inability or improper refusal to act, shall perform the duties, and have the powers, of the President; and
2. Shall perform all other duties, shall have all other responsibilities, and may exercise all other authority prescribed by the Board or Members.

SECTION 6.4 – Secretary. Unless otherwise determined by the Board or Members, and unless otherwise required by Law, the Articles, or these Bylaws, the Secretary:

1. Shall be responsible for preparing minutes of Board and Member Meetings;
2. Shall be responsible for authenticating the Cooperative's records;
3. May affix the Cooperative's seal to any document authorized or approved by the Board or Members; and
4. Shall perform all other duties, shall have all other responsibilities, and may exercise all other authority, prescribed by the Board or Members.

SECTION 6.5 – Treasurer. Unless otherwise determined by the Board or Members, and unless otherwise required by Law, the Articles, or these Bylaws, the Treasurer shall perform all duties, shall have all responsibility, and may exercise all authority, prescribed by the Board.

SECTION 6.6 – Other Officers. The Board may elect or appoint other officers including, without limitation, a Chairman, one or more Vice-Chairmen, one or more Assistant Secretaries, and one or more Assistant Treasurers, (“Other Officers”). Other Officers:

1. May be Directors, Cooperative employees, or other individuals;
2. Must be elected or appointed by the affirmative vote of a majority of current Directors;
3. May be elected by secret written ballot and without prior nomination;
4. May assist Required Officers; and
5. Shall perform all duties, shall have all responsibilities,

and may exercise all authority, prescribed by the Board.

The same individual may simultaneously hold more than one office. Unless allowed by Law, however, this individual may not execute, acknowledge, or verify any document in more than one (1) capacity.

SECTION 6.7 – Officer Resignation and Removal. At any time, any Required Officer or Other Officer (collectively, “Officer” or “Cooperative Officer”) may resign by delivering to the Cooperative or Board an oral or written resignation. Unless the resignation specifies a later effective date, an Officer resignation is effective when received by the Cooperative or Board. If an Officer resignation is effective at a later date, then the Board may fill the vacant Officer position before the later effective date, but the successor Officer may not take office until the later effective date. At any time, the Board may remove any Officer for any reason, with or without cause.

SECTION 6.8 – Authority to Execute Documents. On the Cooperative’s behalf, any two (2) Required Officers (except in the case of President, whose signature alone is sufficient) may sign, execute, and acknowledge any document properly authorized or approved by the Board or Members. The Board may authorize additional Cooperative Directors, Officers, employees, agents, or representatives to sign, execute, and acknowledge any document on the Cooperative’s behalf.

SECTION 6.9 – Officer Compensation. Unless otherwise provided in a Bylaw addressing Director compensation, reimbursement, or provision of benefits, and as determined by the Board, the Cooperative may reasonably compensate, reimburse, or provide benefits to, any Officer.

SECTION 6.10 – Bonds. At the Cooperative’s expense, the Cooperative may purchase a bond covering any Cooperative Director, Officer, employee, agent, or representative.

SECTION 6.11 – Indemnification.

A. *Indemnification and Liability of Director or Officer.* The Cooperative shall indemnify any past or present Director or officer of the Cooperative who is made a party to any lawsuit or legal proceeding (including without limitation any proceeding by or in the right of the Cooperative in which the Director or officer is adjudged liable to the Cooperative) as to any liability and legal fees incurred as a result of said proceeding provided that with respect to the conduct of the Director or officer giving rise to the action that:

1. He conducted himself in good faith; and
2. He believed:
 - a. In the case of conduct in his official corporate capacity, that it was in the best interests of the Cooperative; and
 - b. In all other cases, that his conduct was at least not opposed to the best interests of the Cooperative; and

c. In the case of any criminal proceeding, he had no reasonable cause to believe his conduct was unlawful; or

3. If it is determined that such liability is not a result of his willful violation of the criminal law.
4. The Cooperative shall not indemnify a Director or officer in connection with any proceeding in which it is determined that said Director or officer is liable on the basis that personal benefit was improperly received or derived by him at the expense of the Cooperative.
5. The indemnification provided by this Article shall not be exclusive of any other rights to which any Director or officer may be entitled, including without limitation rights conferred by applicable law and any right under policies of insurance that may be purchased and maintained by the Cooperative or others, even as to liabilities against which the Cooperative would not have the power to indemnify such Director or officer under the provisions of this Article.
6. The Board of Directors shall have the power, generally and in specific cases, to indemnify employees and agents of the Cooperative to the same extent as provided in this Article with respect to directors or officers. The Board of Directors is hereby empowered by a majority vote of a quorum of disinterested directors, to cause the Cooperative to contract in advance to indemnify any person who is not a Director or officer who was or is a party to any proceeding, by reason of the fact that he is or was an employee or agent of the Cooperative, or was serving at the request of the Cooperative as Director, officer, employee, or agent of another Cooperative, partnership, joint venture, trust, employee benefit plan or other enterprise, to the same extent as if such person were a Director or officer.

Such indemnification shall also extend to a Director’s or officer’s conduct with respect to an employee benefit plan for a purpose that he believed to be in, or at least not opposed to, the interests of the participants in and beneficiaries of the plan provided that his conduct satisfies the requirements of provision 2 of this section. Each such indemnity shall inure to the heirs, executors, and administrators of such person.

B. *Indemnification of Others.* The Board may, by majority vote of a quorum of disinterested Directors cause the Cooperative to indemnify or contract in advance to indemnify any person not specified in Subparagraph A of this Section who was or is a party to any proceeding by reason of the fact that he is or was a employee or agent of the Cooperative or was serving at the Cooperative’s request as a director, officer, partner, trustee, employee, or agent of another foreign or domestic business or nonprofit corporation, partnership, joint venture, trust, employee benefit plan, or other enterprise, to the same extent as if such person were a Director or Officer.

SECTION 6.12 – Insurance. Regardless of any indemnification authority or requirements, the Cooperative may purchase and maintain insurance on behalf of any individual who is, or was, a Cooperative Director, Officer, employee, agent or representative against any:

1. Liability, including judgment, settlement, or otherwise; or
2. Reasonable expenses, including reasonable attorney fees, asserted against, or incurred by, the individual in the individual's capacity, or arising from the individual's status, as a Cooperative Director, Officer, employee, agent, or representative.

ARTICLE VII – COOPERATIVE OPERATION

SECTION 7.1 – Not-for-profit and Cooperative Operation. The Cooperative:

1. Must operate on a not-for-profit basis (but may have for-profit affiliates and subsidiaries); and
2. Must operate in accordance with cooperative principles for the mutual benefit of its Members;

SECTION 7.2 – Allocating and Crediting Capital

A. *Patron.* A Cooperative patron is any Member; or any Non-Member Person who:

1. Uses, receives, or purchases any service, product or commodity from the Cooperative ("Cooperative Service"); and
2. Receives an allocation of, and payment by credit to a Capital account for, Capital Credits and Affiliated Capital Credits (collectively, "Patron").

B. *Capital Credits.* Patrons shall furnish, and the Cooperative shall receive, as capital ("Capital") all funds and amounts received by the Cooperative from Patrons for the Cooperative's provision of a Cooperative Service that exceed the Cooperative's costs and expenses of providing the Cooperative Service ("Operating Margins"). For each Cooperative Service, the Cooperative shall annually allocate to each Patron, and pay by credit to a Capital account for each Patron, Operating Margins from the Cooperative Service in proportion to the value or quantity of the Cooperative Service used, received, or purchased by each Patron during the applicable fiscal year ("Capital Credits"). Capital Credits must be treated as though the Cooperative paid the Capital Credit amounts to each Patron in cash pursuant to a legal obligation, and each Patron furnished the Cooperative Capital in the corresponding Capital Credit amounts.

C. *Affiliated Capital Credits.* The Cooperative may separately allocate and credit to Patrons capital allocated and credited to the Cooperative by any organization furnishing services, supplies, or products to the Cooperative ("Affiliated Capital Credits"):

1. In proportion to the value or quantity of each service, supply, or product furnished by the organization that is used, received, or purchased by each Patron; and
2. If the Cooperative determines, and separately identifies, the Affiliated Capital Credits.

D. *Non-Operating Margins.* Funds and amounts, other than Operating Margins, received by the Cooperative that exceed the Cooperative's costs and expenses ("Non-Operating Margins") may be:

1. Allocated as Capital Credits to Patrons in the same manner as the Cooperative allocates Capital Credits to Patrons; or
2. Used by the Cooperative as permanent, non-allocated capital.

E. *Assignment and Notification.* Unless otherwise determined by the Board or provided in these Bylaws, Capital Credits and Affiliated Capital Credits may be assigned only upon a Patron:

1. Delivering a written assignment to the Cooperative; and
2. Complying with any other requirements reasonably determined by the Board.

The Cooperative shall annually notify each Patron of the dollar amount of Capital Credits or Affiliated Capital Credits allocated or credited to the Patron during the applicable fiscal year.

F. *Joint Memberships.* Upon the termination, conversion, or alteration of a Joint Membership, and upon the Cooperative receiving written notice and adequate proof of the Joint Membership termination, conversion, or alteration, all Capital Credits and Affiliated Capital Credits shall be allocated as follows:

For any Joint Membership:

1. Terminated or converted through the death of one Joint Member, the Cooperative shall re-allocate and re-credit to the surviving Joint Member all Capital Credits and Affiliated Capital Credits previously allocated and credited to the Joint Membership; and
2. Otherwise terminated or converted, and unless otherwise instructed by a judicial or administrative authority of competent jurisdiction, the Cooperative shall re-allocate and re-credit to each Joint Member one-half (1/2) of the Capital Credits and Affiliated Capital Credits previously allocated and credited to the Joint Membership.

SECTION 7.3 – Retiring and Refunding Capital Credits. At any time prior to the Cooperative's dissolution or liquidation:

1. The Board may authorize the Cooperative to wholly or partially retire and refund Capital Credits to Patrons and former Patrons; or
2. After an organization furnishing services, supplies, or

products to the Cooperative retires and refunds capital to the Cooperative, the Board may authorize the Cooperative to retire and refund the corresponding Affiliated Capital Credits to Patrons and former Patrons.

The Board shall determine the manner and method of retiring and refunding Capital Credits and Affiliated Capital Credits.

When there is held by the cooperative any patronage capital to the credit of a deceased person, in an amount not exceeding \$10,000, upon whose estate there shall have been no qualification, the Cooperative may after 120 days from the death of such person, pay such balance to his or her spouse, and if none, to his or her next of kin, whose receipt therefor shall be a full discharge and acquittance to the Cooperative to all persons whomsoever on account of such patronage capital.

To secure payment of any amounts owed by a Patron or former Patron to the Cooperative, including any reasonable compounded interest, and late payment fee, determined by the Board, the Cooperative has a security interest in the Capital Credits and Affiliated Capital Credits of every Patron and former Patron. Before retiring and refunding any Capital Credits or Affiliated Capital Credits, the Cooperative may deduct from the Capital Credits or Affiliated Capital Credits any amounts owed to the Cooperative by the Patron or former Patron, including any reasonable compounded interest, and late payment fee, determined by the Board.

SECTION 7.4 – Donation of Unclaimed Patronage Capital. In the event there are retired Capital Credits or Affiliated Capital Credits which belong to :

1. A Deceased Patron who has no spouse or next of kin identified in the records of the Cooperative, or
2. A Patron or former Patron who has terminated service and the records of the Cooperative do not have a current address on file

the Cooperative shall publish notice of such Capital Credits or Affiliated Capital Credits in “Cooperative Living” magazine and in a publication of general circulation. If such Capital Credits or Affiliated Capital Credits are not claimed by such Patron, former Patron or next of kin within 120 days of such publication then, in either event, such Patronage Capital shall be deemed to have been transferred as a gift to the Cooperative and shall thereafter be the property of the Cooperative.

SECTION 7.5 – Non-Member Patrons and Non-Member Non-Patrons. As a condition of using, receiving, or purchasing any Cooperative Service, and unless otherwise determined by the Board:

1. To the same extent as Members, Patrons who are not Members (“Non-Member Patrons”) and Persons using, receiving, or purchasing any Cooperative Service who are neither Members nor Patrons (“Non-Member Non-Patrons”) shall abide by, and be bound to, all the duties, obligations, liabilities, and responsibilities imposed by the Governing Documents upon Members;

2. To the same extent as Members, Non-Member Patrons shall have the rights to:
 - a. Be allocated Capital Credits and Affiliated Capital Credits; and
 - b. Receive retired and refunded Capital Credits and Affiliated Capital Credits, but shall have none of the other rights granted by the Governing Documents to Members; and
3. Non-Member Non-Patrons shall have none of the rights granted by the Governing Documents to Members or Non-Member Patrons.

SECTION 7.6 – Reasonable Reserves. Based upon the Cooperative’s reasonable needs, the Cooperative may accumulate and retain Operating Margins (“Reasonable Reserves”). As provided in these Bylaws, however, the Cooperative shall allocate and credit Reasonable Reserves as Capital Credits.

ARTICLE VIII – DISPOSITION OF COOPERATIVE PROPERTY

SECTION 8.1 – Power to Dispose of Cooperative Property. The Cooperative may not sell, lease or dispose of all or substantially all of its property (other than property which, in the judgment of the Board, is neither necessary nor useful in operation and maintaining the Cooperative’s system and which in any one year shall not exceed fifty percent (50%) in value of the value of all the property of the Cooperative, or merchandise), unless authorized so to do by the vote of at least two-thirds majority of the Members. Notwithstanding the foregoing, the Cooperative (a) may mortgage, finance (including, without limitation, pursuant to a sale and leaseback or lease and leaseback transaction), or otherwise encumber its assets by a vote of at least two-thirds of the Board; (b) may sell or transfer its assets to another cooperative upon the vote of a majority of the Members at any regular or special meeting if the notice of such meeting contains a copy of the terms of the proposed sale or transfer, (c) may sell or transfer distribution system facilities to a city or town at any time following the annexation of additional territory pursuant to Law by a vote of at least two-thirds of the Board; or (iv) may sell, lease or dispose of its property pursuant to a plan for functional separation of utility functions that has been approved by any relevant regulatory authority and at least two-thirds of the Board.

ARTICLE IX – MISCELLANEOUS

SECTION 9.1 – Bylaw Amendments. Unless otherwise provided in these Bylaws, these Bylaws may be adopted, amended, or repealed (“Amended”) by the affirmative vote of a majority of Members present at a Member Meeting or a majority of the Board.

- A. *Sponsorship of Bylaw Amendments.* As determined by the Board, the Board or Members may sponsor or propose Bylaw Amendments. Unless sponsored or proposed by the

Board, and unless otherwise determined by the Board, to be considered at a Member Meeting, any proposed Bylaw Amendment must be:

1. Sponsored by, and accompanied by a dated petition containing the printed name, address, and signature of the sponsor;
2. Delivered to, and received by, the Cooperative at least one hundred (100) days prior to the Member Meeting at which the Members will consider the proposed Bylaw Amendment;
3. After review by the Board, determined lawful and approved by the Board; and
4. Not altered or modified after delivery to the Cooperative.

B. *Notice of Bylaw Amendment.* Notice of any Member Meeting or Board Meeting at which Members or the Board will consider a proposed Bylaw Amendment must:

1. State that the purpose, or one of the purposes, of the Member Meeting or Board Meeting is to consider the proposed Bylaw Amendment, and
2. Contain, or be accompanied by, a copy or summary of the proposed Bylaw Amendment.

SECTION 9.2 – Rules of Order. Unless the Board determines otherwise, and to the extent consistent with Law, the Articles, and these Bylaws, all:

1. Member Meetings;
2. Board Meetings;
3. Member Committee meetings; and
4. Board Committee meetings are governed by the latest edition of Robert's Rules of Order.

SECTION 9.3 – Fiscal Year. The Board shall determine, and may modify, the Cooperative's fiscal year.

SECTION 9.4 – Notice. In these Bylaws:

A. *Notice Type.* Unless otherwise provided in these Bylaws, notice may be:

1. Oral or written; and
2. Communicated:
 - a. In person;
 - b. By telephone, telegraph, teletype, facsimile, electronic communication, or other form of wire or wireless communication;
 - c. By mail or private carrier,
 - d. In "Cooperative Living"; or
 - e. If the above-listed forms of communicating notice are impractical, then by:
 - (1) A newspaper of general circulation in the area where published; or
 - (2) Radio, television, or other form of public broadcast communication.

If addressed, or delivered, to an address shown in the Cooperative's records, then a written notice or report delivered as part of a newsletter, magazine, or other publication regularly sent to Members constitutes a written notice or report to all Members:

1. Residing at the address; or
 2. Having the same address shown in the Cooperative's records.
- B. *Notice Effective Date.* If communicated in a comprehensible manner, then unless otherwise provided in these Bylaws:
1. Oral notice is effective when communicated; and
 2. Written notice is effective upon the earliest of:
 - a. When received;
 - b. With the postmark evidencing deposit in the United States Mail, if correctly addressed and:
 - (1) Mailed with first class postage affixed, then five (5) days after deposit in the United States Mail; or
 - (2) Mailed with other than first class, registered, or certified postage affixed, then thirty (30) days after deposit in the United States Mail; or
 - c. If sent by registered or certified mail, return receipt requested, and if the return receipt is signed by, or on behalf of, the addressee, then on the date indicated on the return receipt.

Written notice is correctly addressed to a Member if addressed to the Member's address shown in the Membership List.

SECTION 9.5 – Subscription to Publication. The Board shall be empowered and authorized, on behalf of and for circulation to all or any portion of its Members, to subscribe to a periodical publication. The subscription shall be paid for each Member receiving the publication from any funds accruing in the Member's favor so as to reduce such funds in the same manner as would any other expense of the Cooperative.

SECTION 9.6 – Governing Law. These Bylaws must be governed by, and interpreted under, the laws of the Commonwealth of Virginia.

SECTION 9.7 – Titles and Headings. All titles and headings of Bylaw articles, sections, and sub-sections are for convenience and reference only, and do not affect the interpretation of any Bylaw article, section, or sub-section.

SECTION 9.8 – Partial Invalidity. When reasonably possible, every Bylaw article, section, sub-section, paragraph, sentence, clause, or provision (collectively, "Bylaw Provision") must be interpreted in a manner by which the Bylaw Provision is valid. The invalidation of any Bylaw Provision by any entity possessing proper jurisdiction and authority, which does not alter the fundamental rights, duties, and relationship between the Cooperative and Members, does not invalidate the remaining Bylaw Provisions.

SECTION 9.9 – Cumulative Remedies. The rights and remedies provided in these Bylaws are cumulative. The Cooperative or any Member asserting any right or remedy provided in these Bylaws does not preclude the Cooperative or Member from asserting other rights or remedies provided in these Bylaws.

SECTION 9.10 – Successors and Assigns. To the extent allowed by Law:

1. The duties, obligations, and liabilities imposed upon the Cooperative or any Member by these Bylaws are binding upon the successors and assigns of the Cooperative or Member; and
2. The rights granted to the Cooperative by these Bylaws inure to the benefit of the Cooperative's successors and assigns.

The binding nature of the duties, obligations, and liabilities imposed by these Bylaws upon the successors and assigns of the Cooperative and any Member does not relieve the Cooperative or Member of the duties, obligations, and liabilities imposed by these Bylaws upon the Cooperative or Member.

SECTION 9.11 – Waiver. The failure of the Cooperative to assert any right or remedy provided in these Bylaws does not waive the right or remedy provided in these Bylaws.

SECTION 9.12 – Lack of Notice. To the extent allowed by Law and the Articles, the failure of any Member or Director to receive notice of any Meeting, action, or vote does not affect, or invalidate, any action or vote taken by the Members or Board.

Amended – Article IV, Section 4.13, July 18, 2001