

BY-LAWS
of
LINDSAY PARK HOUSING CORPORATION
Organized Pursuant to the Limited-Profit
Housing Companies Law

ARTICLE I

DECLARATION OF PURPOSES

SECTION 1. This Corporation is organized under and pursuant to the Limited-Profit Housing Companies Laws of the State of New York and with the approval of the Housing and Redevelopment Board of the City of New York and the Commissioner of Housing and Community Renewal of the State of New York.

The object of the Corporation is to construct and operate adequate, safe and sanitary housing accommodations in accordance with cooperative principles.

ARTICLE II

STOCKHOLDERS MEETINGS

SECTION 1. Annual Meetings - The annual meeting of the stockholders of the Corporation for the election of the Directors and for the transaction of other business of the Corporation shall be held

at the office of the Corporation in the Borough of Brooklyn, State of New York, or such other place as may be designated in the notice of meeting, in the month of **either October or November**¹ on a date to be set by the Board of Directors. Written notice of the annual meetings shall be mailed to each stockholder entitled to vote at such address as appear in the stock book not less than ten (10) nor more than forty (40) days prior to the date of the meeting; but any meeting at which all stockholders shall be present, or at which all stockholders not present have waived notice in writing, shall be deemed held on due notice. **Written notification must be provided to shareholders regarding nomination instructions to be a candidate for election to the Board of Directors. Such notification must be sent to the shareholder's address as it appears in the stock book not less than ten (10) nor more than forty (40) days prior to the due date of the Declaration/Nomination deadline.**²

SECTION 2. Special Meetings - Special meetings of the stockholders for any purpose or purposes may be called at any time by the President and shall be called by the President or Secretary at the request in writing of a majority of the Board of Directors or at the request in writing of 25% of the stockholders who shall require the Secretary or other officer of the Corporation to give notice of such meetings. Written notice of such meeting, setting forth the time and place of the holding of such meeting and the object thereof,

¹Revised October 24, 2017.

²Revised December 1, 2018.

shall be mailed to each stockholder entitled to vote at such address as appears on the stock book not less than ten (10) nor more than forty (40) days prior to the date of the meeting; but any meeting at which all stockholders shall be present, or at which all stockholders not present have waived notice in writing, shall be deemed held on due notice.

SECTION 3. The Director of Project Services of the Housing and Redevelopment Board of the City of New York or his duly authorized deputy shall be notified in writing of and shall have the right to attend all meetings of the stockholders of the Company.

SECTION 4. Quorum - The presence in person or by proxy of the holders of one-third of the outstanding shares entitled to vote shall be necessary to constitute a quorum but a lesser number may adjourn from time to time without notice other than an announcement at the meeting at which a quorum shall not be present.

SECTION 5. Voting -

(a) At all meetings of stockholders, all questions which are not specifically regulated by statute or by these By-Laws shall be determined by a vote of a majority of stockholders present and voting at the meeting. All voting by stockholders for the election of directors, amendments to the Corporate By-Laws or Certificate of Incorporation, on questions where more than a majority vote is required by law or on questions determined by the Board of Directors as important issues shall be by voting machine or printed ballots.

Regardless of the number of shares of stock held by any shareholder or number of shareholders holding said shares jointly or severally or otherwise, such shares shall be entitled to one vote on all matters which stockholders may be entitled to vote. Except as otherwise prescribed by statute or these By-Laws all voting shall be by via voce.

(b) All voting at stockholder's meetings shall be organized, supervised and conducted by an election committee appointed by the President and approved by the Board of Directors. Included in the election committee's duties shall be the preparation, printing and distributing of the ballots, proxies, and notices; the posting of notice; and the supervision of orderly voting.

(c) Voting by Machine - When voting machines are used, voting machines shall be placed in each of the seven (7) community rooms located on the premises of the Corporation between the hours of 1:00 P.M. and 9:00 P.M. The levers on such machines shall be so marked and operated so that the stockholders can choose a Board of Directors and vote on any other question requiring their consent.

(d) Printed Ballots - When printed ballots are used, paper ballots shall be clearly printed to contain the names of the candidates for Directors and all other questions requiring the vote of the stockholders. Voting will take place at such times and in such places as determined by the Election Committee with the consent and approval of the Board of Directors.

SECTION 6. Order of Business - At all meetings of the stockholders the following order of business shall be observed so far as consistent with the purposes of the meeting:

1. Calling the roll of persons entitled to vote.
2. Proof of notice of meeting.
3. Reports, respectively, of President, Treasurer and Secretary.
4. Reports of committees, if any.
5. Transaction of such other business as may properly come before meeting.
6. Election of Directors.

SECTION 7. After all of the business of the meeting has been transacted, other than the election of Directors and other business requiring a vote of the shareholders by paper ballot or voting machine, the meeting shall be laid over and continued for a period of not more than two (2) weeks for the sole purpose of voting for the election of Directors and other business requiring such vote of the shareholders.

Section 8. **Annual Meetings or Special Meetings shall not take place within seven (7) days of a federal holiday.**³

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³Revised December 1, 2018.

ARTICLE III

DIRECTORS

SECTION 1. Number and Term of Office and Qualifications - The number of Directors shall be 21. Directors must be either a resident shareholder **in good standing** or the resident spouse of a shareholder **in good standing**. **A shareholder in good standing is defined as a shareholder who does not owe maintenance or assessments to the Corporation.**⁴ **Notwithstanding, anything to the contrary, no two (2) directors may reside in the same apartment.**⁵ The Directors shall be elected at the annual meeting of stockholder each year. The Directors shall be divided into two classes. At the next annual meeting of shareholders after the adoption of this amendment the shareholders shall elect from among themselves, except as otherwise provided in statute, 21 Directors: the first 11 candidates receiving the highest number of votes shall be deemed Directors of the first class and elected for a term of 2 years. The next 10 candidates receiving the highest number of votes shall be deemed Directors of the second class and elected for a term of 1 year. At the expiration of their respective terms, their successors shall be elected for 2 years.

⁴Revised November 15, 2007.

⁵Revised November 6, 2019.

SECTION 2. Vacancies - Any vacancy occurring in the Board of Directors by reason of death, resignation, removal or otherwise of any Director, or by reason of any increase in the number of members, constituting the full Board of Directors, may be filled for the unexpired term by a majority vote of the remaining Directors unless such remaining Directors are not sufficient to constitute a quorum, in which case a special meeting of stockholders shall be called and such number of Directors shall be elected as may be necessary to constitute a full membership of the Board.

SECTION 3. Meetings - Meetings of the Board of Directors may be held at any time upon call of the President or any two members of the Board. Such meetings shall be held at the office of the Corporation except as otherwise determined and fixed from time to time by the Board of Directors.

SECTION 4. Notice of Meetings and Waiver of Notice - Notice of each meeting, stating the time, place and objects thereof shall be given by mailing at least forty-eight hours before such meeting, or by telegraphing at least twenty-four hours before such meeting, a copy of such notice addressed to each Director at his last known post office address. Notice may be waived in writing by any Director. Any meeting at which every Director is present, or of which those Directors who are absent have waived notice, may be validly held without notice.

The Director of Project Services of the Housing and Redevelopment Board of the City of New York or his duly authorized deputy shall be notified in writing of and shall have the right to attend all meetings of the Board of Directors.

SECTION 5. Quorum - A majority of the Board of Directors shall constitute a quorum, and a majority of the members in attendance at any meeting of the Board shall, in the presence of a quorum, decide its action; a minority of the Board present at any meeting may, in the absence of a quorum, adjourn to a later date but may not transact any other business.

Section 6. The Board of Directors, at its first meeting after the annual meeting, shall elect at least one member of the Board of Directors to each of the standing committees as the directors from time to time shall establish with such powers and duties as the Board of Directors in its discretion shall determine. The said powers and duties may be amended or abolished in the sole discretion of the Directors. The Directors shall from time to time fixe a date, time and place when such committees shall meet and notice of such meeting shall be posted on the premises of the Corporation in such manner as is determined by the Directors so as to invite participation in such meeting by the tenant-shareholders. The Directors appointed to a particular committee shall assist the committee so that it will be most effective to carry out its duties. The chairman of each committee shall be appointed by the President. The committees shall

refer all of its reports and recommendations to the executive board of the Directors who shall place these reports and recommendations on the agenda of the Board of Directors meeting. No quorum shall be required for a committee meeting. Failure of any committee member to attend two consecutive monthly meetings without a valid excuse which shall be transmitted to the committee chairman shall be deemed to have resigned from said committee. Nothing contained in this section shall be deemed to prevent or restrict the committee from meeting more often than the period of time designated by the Directors where the committee chairman deems it necessary for the holding of such meetings to accomplish the work of the said committee. The committee and their functions and existence shall be subject to any and all rules, regulations and resolutions adopted at any time by the Board of Directors.

SECTION 7. Duties and Powers - The Board of Directors shall have entire charge of the property, interests, business and transactions of the Corporation, and may adopt such rules and regulations for the conduct of its meetings and management of the Corporation as it may deem proper, not inconsistent with law or these By-Laws. The Board of Directors may delegate to the officers of the Corporation such powers and authority and assign to them such duties as the Board may deem necessary, proper or appropriate to the effective prosecution of the Corporation's business.

SECTION 8. Executive Board - The Executive Board shall be comprised of such officers as are designated by the Board of Directors with such powers and duties as shall be fixed by the Board or by these By-Laws.

SECTION 9. A director who shall persistently disrupt or engage in objectionable conduct at a meeting of the Board of Directors shall be subject to immediate removal from such meeting by the affirmative vote of two-thirds of the remaining members in attendance.

SECTION 10. The absence of a director from four (4) consecutive meetings of the Board of Directors, without a valid reason for such absence, shall be deemed to be a notice of resignation from the Board of Directors effectively immediately upon the close of the fourth meeting.

Section 11. **Any person who has been convicted in a court of law of taking a thing of value from the corporation and/or using corporate funds in the commission of a felony can be removed from the Board of Directors for cause by a vote of a majority of the Board of Directors at a board meeting upon due notice and an opportunity to be heard by the Board of Directors at said board meeting; or by a vote of the shareholders at a special meeting called for that purpose and an opportunity to be heard by the shareholders at said special meeting. Any person who has been convicted in a court of law of taking a thing of value from the**

corporation and/or using corporate funds in the commission of a felony cannot be elected or appointed to the Board of Directors.⁶

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ARTICLE IV

OFFICERS

SECTION 1. Election - The Board of Directors at its first meeting after the election of Directors in each year shall elect from its number a President and shall also elect a Vice-President, a Secretary and Treasurer. It may elect an Assistant Secretary and an Assistant Treasurer, and such other officers as in its discretion the needs of the Corporation may from time to time require.

SECTION 2. Term of Office - All officers of the Corporation shall be appointed to hold their respective offices during the pleasure of the Board of Directors, and any vacancy occurring in the office of the President, Vice-President, Treasurer or Secretary or any other office shall be filled by the Board of Directors.

SECTION 3. President - The President shall preside at all meetings of the Board of Directors, and shall act as chairman at and call to order, all meetings of the stockholders. Subject to

⁶Revised December 1, 2018.

the supervision and direction of the Board of Directors, the President shall have the general management of the affairs of the Corporation and perform all the duties incidental to his office.

SECTION 4. Vice-President - The Vice-President shall, in the absence, disability or incapacity of the President, have the powers and perform the duties of the President, and those which the Board of Directors may assign to him from time to time.

SECTION 5. Secretary - The Secretary shall keep the minutes of the meetings of the Directors and stockholders; shall attend to the serving of notices of the meetings of the Directors and stockholders; shall affix the seal of the Corporation to such certificates, documents and papers as may require it, except that from time to time the Board of Directors may direct such seal to be affixed by any other officer or officers; shall have charge of the stock certificate book and of such other books and papers as the Board of Directors may direct; shall attend to such correspondence as may be assigned to him, and shall perform all the other duties incidental to his office and those which the Board of Directors may from time to time designate.

SECTION 6. Treasurer - The Treasurer shall be the chief financial officer of the Corporation and shall have the care and custody of all the funds and securities of the Corporation and

shall deposit the same in the name of the Corporation in such bank or banks as the Directors may designate. He may be required by the Board of Directors to give such bonds as it shall determine for the faithful performance of his duties.

SECTION 7. Assistant Secretary and Assistant Treasurer - The Assistant Secretary and the Assistant Treasurer shall, respectively, in the absence, disability or incapacity of the officer to whom he is an assistant, have the powers and perform the duties of such officer, and shall perform such other duties as may be assigned to them from time to time by the Board of Directors. They may be required by the Board of Directors to give such bonds as it shall determine, for the faithful performance of their duties.

SECTION 8. Other Officers - Other officers shall perform such duties and have such powers as may be assigned to them from time to time by the Board of Directors.

SECTION 9. The Treasurer may at the same time hold the office of Secretary or Assistant Secretary but no other office in the Corporation.

ARTICLE V

OPERATION OF THE PROJECT AS A COOPERATIVE

Subject to the provisions of statute, the Corporation will operate the project which it will develop in the Borough of Brooklyn,

City and State of New York, as a cooperative and, in accordance therewith, may pay, or allow, as and when determined by the Board of Directors with the approval of the Housing and Redevelopment Board of the City of New York, after the payment of obligations, expenses, taxes and assessments, or after making suitable provision therefor, a rebate of rebates of rent to each tenant-cooperator in proportion to the rental payments made by him during the period in respect of which such rent rebate or rebates are allowed or paid. The monthly rentals paid by the tenant-cooperators shall be deemed to be payment on account of their annual rental obligation, which shall be finally determined by the Board of Directors in the light of each year's operating experience, subject, however, in all respects, to the approval of the Housing and Redevelopment Board of the City of New York.

ARTICLE VI

SIGNATURE OF INSTRUMENTS

Checks, notes, drafts and orders for the payment of money and obligations of the Corporation, and all contracts, mortgages, deed and other instruments, except as otherwise in these By-Laws provided, shall be signed

by such officer, officers, individual or individuals as the Board of Directors may from time to time designate.

ARTICLE VII

CAPITAL STOCK

SECTION 1. Certificate - Certificates of Stock shall be numbered and issued in consecutive order, shall be signed by the President or the Vice-President and by the Secretary or an Assistant Secretary or the Treasurer or an Assistant Treasurer, and sealed with the seal of the Corporation; and in appropriate books of record shall be entered the name of the person owning the shares represented by each certificate, the number of such shares and the date of issuance. All certificates exchanged and returned to the Corporation shall be marked "Cancelled", with the date of cancellation by the President or Vice-President, the Secretary or the Treasurer, and shall be filed among the corporate records of the Corporation.

SECTION 2. Transfers - Shares represented by any certificate shall be transferable only as an entirety on the books of the Corporation by the holder in person or by attorney, upon surrender of the certificate for such shares.

SECTION 3. Restrictions on Transfers -

A. No share or shares of the capital stock shall be sold, pledged, encumbered or otherwise disposed of without the prior written consent of the Housing and Redevelopment Board of the City of New York.

B. (1) In the event that the consent of the Housing and Redevelopment Board of the City of New York has been obtained, no share or shares of the capital stock shall be sold, pledged, encumbered or otherwise disposed of unless such share or shares are first offered for sale to the Corporation for the aggregate sum which the stockholder paid for such share or shares.

(2) Such offer shall be made in writing, signed by such stockholder, and sent by mail to the Corporation in a post-paid wrapper to the post office address of the Corporation, at its principal place of business, and such offer shall remain good for acceptance by the Corporation or a person designated by the Corporation for a period of ninety days from the date of mailing such notice. Such offer shall constitute the Corporation as agent for the sale of the shares of stock to the Corporation or such person who may be designated by the Corporation.

(3) If the Corporation, or person designated by it, within the said ninety-day period, shall indicate that it, or the person designated by it, desires to purchase said shares of stock and shall give notice thereof in writing to the retiring stockholder, the latter shall be bound, within thirty (30) days thereafter to transfer such

shares to the corporation or the person designated by the Corporation, upon payment and receipt of the price herein provided.

(4) In the event, that the Corporation or the person designated by the Corporation shall not purchase said share or shares of capital stock of the Corporation within said ninety-day period, then in such event only, the stockholder shall have the right or power to pledge, sell or otherwise dispose of said share or shares of the capital stock of the Corporation to any person acceptable to the Housing and Redevelopment Board of the City of New York, provided such person shall, upon the transfer of said shares, enter into a lease with the Corporation for the premises formerly occupied by the retiring stockholder for a term and upon the same terms and conditions contained in the lease between the stockholder and the Corporation, the Corporation will not, however, unreasonably withhold its acceptance of any person to whom the stockholder proposes to sell such shares as aforesaid.

In the event that the stockholder does not sell his stock to any person within six months after his right to do so has accrued, then and in such event, he must again notify the Corporation of his intent to transfer his shares and he shall again be bound by the provisions of this Paragraph B of Section 3 of Article VII.

(5) If in any case the retiring stockholder, after becoming bound to sell, convey or transfer his shares to the Corporation (or such other person as may be designated by this Corporation), defaults

in transferring said shares, the Corporation (or such other person as may be designated by the Corporation) shall, after notice to and approval by the Housing and Redevelopment Board of the City of New York hold the purchase money in trust for the retiring stockholder, or his executors, administrators or assigns and shall substitute the name of the purchaser upon the books of the Corporation in place of the name of the retiring stockholder. After the name of the purchaser has been entered on the books of the Corporation in the exercise of the aforesaid powers, the validity of the proceedings shall not be questioned by any person and the Corporation (or such other person or Corporation as may be designated by this Corporation) shall be deemed and taken to be the owner of such shares.

(6) In the event that the stockholder shall have defaulted in the payment of any obligation arising under his lease with the Corporation or shall, apart from said lease, become indebted to the Corporation, or in the event of the termination of the lease or the recovery of possession of the apartment by the lessor under any of the provisions of the lease, or in the event of the violation by the stockholder of any provisions of Section 3 of Article VII of these By-Laws, the stockholder shall forthwith surrender to the Corporation the certificate representing the shares of capital stock of the Corporation owned by the stockholder and upon the failure or refusal of the stockholder so to surrender said shares of stock, the same shall, after notice to and approval by the Housing and

Redevelopment Board of the City of New York, be automatically cancelled and rendered null and void, and the Corporation may issue a new certificate or certificates in their place and stead and such new certificate or certificates shall represent the same shares as were represented by the original certificate or certificates. The stock represented by the certificate or certificates so surrendered or by such new certificate or certificates may be sold by the Corporation at public or private sale without notice, and the proceeds applied toward all indebtedness of the stockholder, and the Corporation shall remit any balance, after payment of the expenses of sale, to the stockholder.

(7) The provisions of this Article VII shall be binding upon the executor, administrator or other legal representatives and successors and assigns of any stockholder. Any person acquiring by Will, descent or by conveyance to take effect at death, any share or shares of the Corporation shall be bound to offer the same for sale and transfer to the Corporation upon the terms hereinabove set forth in this Section 3 of Article VII of the By-Laws.

(8) The certificates of stock shall bear a legend to the effect that the right to pledge, encumber, sell, alienate or otherwise dispose of the share or shares represented by such certificate is restricted as provided in Section 2 and 3 of this Article VII.

SECTION 4. The Corporation shall be entitled to treat the holder of record of any share or shares of the Corporation as the holder in fact thereof, and shall not be bound to recognize any equitable or other claim to or interest in such share on the part of any other person whether or not it shall have express or other notice thereof, except as expressly provided by the Laws of the State of New York.

SECTION 5. The Corporation shall have a lien upon the shares of stock of any stockholder and upon all monies due and owing by the Corporation to any stockholder for any and all debts owed to the Corporation by such stockholder. The Directors may refuse to approve a transfer of any shares upon which the Corporation has such lien.

SECTION 6. As used in this Article, the words "shares of stock" shall include any interest in the Corporation, and the word "stockholders" shall include the owner or holder of any such interest.

ARTICLE VIII

AMENDMENTS

These By-Laws may be amended, repealed or altered, in whole or in part, by vote of a majority of the stockholders of the Corporation at any duly called annual or special meeting of the stockholders, subject to approval thereof by the Housing and Redevelopment Board of

the City of New York. The Board of Directors shall not alter or repeal any By-Laws adopted by the stockholders of the Corporation, but may adopt additional By-Laws, in harmony therewith, which may be amended or altered by the stockholders at any annual meeting or at a special meeting of the stockholders called for that purpose, subject to approval of the Housing and Redevelopment Board of the City of New York.

ARTICLE IX

SEAL

The Seal of the Corporation shall be circular in form and shall bear the name of the Corporation, the words "Corporate Seal", the year of incorporation and the words "New York".

ARTICLE X

SCHEDULE OF RENTAL SURCHARGES

The Corporation will be bound by the following uniform Schedule of Rental Surcharges:

<u>INCOME</u>	<u>RENT</u>
Up to 100% of Maximum Initial Income	Basic Rent
In excess of 100% up to 105% of Maximum Initial Income	Basic Rent

In excess of 105% up to 110% of Maximum Initial Income	105%
In excess of 110% up to 115% of Maximum Initial Income	110%
In excess of 115% up to 120% of Maximum Initial Income	115%
In excess of 120% up to 125% of Maximum Initial Income	120%
In excess of 125% up to 130% of Maximum Initial Income	125%
In excess of 130% up to 135% of Maximum Initial Income	130%
In excess of 135% up to 140% of Maximum Initial Income	135%
In excess of 140% up to 145% of Maximum Initial Income	140%
In excess of 145% up to 150% of Maximum Initial Income 145%	
In excess of 150% of Maximum Initial Income	150%