

I. The name of this organization shall be ENSO VILLAGE RESIDENTS ASSOCIATION.

II. Mission Statement

The purpose of the Association is to promote the spiritual, social, physical, emotional and mental well-being of all residents of Enso Village. The Association fosters a community where individuals of all faiths and backgrounds are valued, nurtured, supported and made aware of the Buddhist and Quaker values set forth by Kendal at Sonoma, the San Francisco Zen Center and the Kendal Corporation by:

- Responding in a timely manner to the concerns, ideas and recommendations of both residents and facility's management regarding issues of community life, including those financial in nature;
- Providing an organizing structure for the exploration and creation of resident committees and to assist in raising funds to support their educational, social, cultural, technical, spiritual and recreational activities;
- Promoting cooperation and goodwill among residents and the Kendal at Sonoma Board, the Chief Executive Officer, Administration and the Facility staff to assure that residents' concerns are respectfully brought to the attention of management and the Kendal at Sonoma Board and to endeavor to ensure that residents are kept informed of the operations and financial health of the community.

III. Membership

- A. Every resident of Enso Village who has signed a Residence and Services Agreement is a Member of the Residents Association.
- B. Every Member is entitled to one vote on Association actions.

IV. Residents Council

- A. The Association shall have a Residents Council whose purpose is to give direction and organization to the Association.
- B. The Residents Council shall have nine members. No two members shall be from the same residence.
- C. All Members of the Enso Village Residents Association are eligible for nomination and service on the Residents Council.

Enso Village Residents Association Bylaws

D. Executive Committee

Following the annual election of the Residents Council, its members shall convene to choose a three person Executive Committee from the Council's membership. They shall serve as the executive officers. Members of the Executive Committee hold equal authority as they work together on all matters within their purview.

E. Term of office, staggered terms, term limits

1. The initial Residents Council members shall serve for one year.
2. For subsequent Residents Council, the term of office for four of the nine Council members shall be two years; for the remaining five Council members the term shall be one year. Those Council members who receive the most votes shall have a term of two years; the others shall have a term of one year.
3. As terms expire, Residents Council members shall be elected and serve for terms of two years.
4. Members of the Executive Committee shall serve one-year terms.
5. Term limits
After the initial term as described in paragraph IV-E-1 above, no member may serve more than two consecutive terms until such member remains off the Residents Council for a minimum of one year.

No member may be chosen to serve more than two consecutive terms on the Executive Committee until remaining off the Council for a minimum of one year.
6. In the event a member becomes unable to fulfill their duties, the Council may provide for a replacement to serve out that Council member's term.

F. Representatives to Kendal at Sonoma Board of Directors, a Zen-Inspired Community; a California Nonprofit Corporation

The Residents Association shall choose a pool of candidates to present to the Kendal at Sonoma Board of Directors in accordance with the Kendal at Sonoma Bylaws. The pool of candidates shall be chosen using the procedures described in section VI. Elections.

Candidates must be members of the Enso Village Residents Association and may include, but are not limited to, members of the Enso Village Residents Council.

V. Committees

A. Standing Committees

The Association shall establish standing committees as it wishes, including but not limited to the following. These standing committees shall meet regularly and report directly to the Residents Council.

1. Community Harmony Committee
 - a) Shall listen to concerns and provide an opportunity for discussion and resolution.
 - b) Shall follow up on concerns, complaints, conflicts and suggestions with the appropriate administrator.
2. Elections committee
 - a) Shall encourage a wide representation of candidates interested in serving on the Residents Council, as inclusive as possible.
 - b) Committee members shall not be candidates for office in the election being held.
 - c) The initial committee shall be formed of volunteers from among the residents.
 - d) Shall prepare and distribute ballots and individual candidate statements to the members of the Residents Association at least 30 days prior to an election.
 - e) Shall set an election date, collect, tally and announce the results of any election within 7 days.

VI. Elections

A. Election of the Residents Council shall be held annually. Any individual who will be a Residents Association member at the time of the election may declare their candidacy in writing to the Elections Committee. The elections are conducted using written and / or electronic ballots listing candidates for members of the Residents Council.

B. Any resident may designate, by written proxy, another person to vote on their behalf in any election. Any ballot that is submitted before the election deadline shall be counted for the election.

C. In accordance with the Bylaws of Kendal at Sonoma, the Residents Association shall choose a pool of candidates to present for consideration as Board members. This choice shall be made by ballot using the same process as that specified for the election of the Residents Council. The pool size shall be equal to the number of seats available, plus two.

VII. Meetings

A. An annual meeting of the Residents Association shall be held in the month of October, November, or December with at least 30 days advance notice. A quorum for any meeting of the Residents Association shall be 30% of members of the Residents Association.

B. Regular meetings of the Residents Council shall be held monthly. Notice of meetings shall be posted to the community 15 days in advance.

1. All Residents Council meetings are open to all members of the Residents Association. A quorum for any meeting of the Residents Council shall be a majority of the members.

C. Special meetings of either the Residents Council or Residents Association may be called

1. By the executive committee.

2. By receipt of a written request from a majority of the Council.

3. By written petition of at least 10% of the Association Members.

4. Notice of such a meeting shall be provided to all members of the Residents Association within five business days of the receipt of the written request. Such meeting shall be held no later than 10 business days from the date of such notice.

5. No business shall be conducted at a special meeting other than the purpose stated in the meeting notice.

VIII. Amendments

A. Amendments may be made to these Bylaws by $\frac{2}{3}$ of the votes cast by the Association Members, after 30 days written notice by the Elections Committee following the same procedures as in the election of the Residents Council.

B. Amendments shall go into effect immediately.