## SILVERSTONE BY HUNT.

## ARTICLE 1

OFFICES

## SECTION 1.1 Principal Office

The principal office of Silverstone by Hunt (the Corporation) in the state of New Hampshire shall be located at 10 Allds Street, Nashua. The Corporation may have such other offices, as the Board of Directors may designate, or as the business of the Corporation may require from time to time. Silverstone by Hunt also operates under the trade name of Silverstone Living.

## ARTICLE 2

## NAME AND PURPOSE

## SECTION 2.1 Name

The name of the Corporation shall be Silverstone by Hunt (the "Corporation").

## SECTION 2.2 Purposes

The purposes of the Corporation shall be set forth in its Articles of Agreement.

## ARTICLE 3

## BOARD OF DIRECTORS

## SECTION 3.1 General Powers

The business and affairs of the Corporation shall be managed by its board of directors (sometimes referred to as the "Board" or "Board of Directors"). The Board shall have general charge, control and management of the property, affairs and funds of the Corporation, and shall have the power and authority to do and perform all acts and functions not inconsistent with these By-Laws or with the law, including but not limited to the adoption of budgets and material budget amendments for its subsidiaries, the approval of material expenditures or obligations for its subsidiaries or any other material change in its subsidiaries.

## SECTION 3.2 Composition and Tenure

The Board will consist of between eight (8) and twelve (12) persons, not including the Chief Executive Officer ("CEO") of Silverstone by Hunt who serves as an ex-officio, non-voting member. A majority of the Directors serving on the Board shall be individuals who are not employed by the Corporation or by any other corporation of which the Corporation is the sole corporate member or by an affiliated organization. The elected Directors shall serve for three (3) year terms which shall be staggered so that that approximately one-third of the Board is elected each year. No elected Director may serve for more than three (3) consecutive three (3) year terms, unless, in special circumstances, the Governance Committee determines and recommends that appointing a Director to continue to serve beyond this limitation is in the best interests of the Corporation and such recommendation is approved by the Board. All Directors shall serve until their respective successors are elected and qualified.

## SECTION 3.3 Selection and Qualifications

The Board of Directors shall be a self-perpetuating body and shall elect Directors at any regular or special meeting of the Board as provided in these Bylaws upon majority vote (exclusive of the Director being elected). Selection of nominees to the Board by the Governance Committee, and their election by the Board, shall be based on each individual's ability with no restrictions as to race, color, religion, age, disability, sex, sexual orientation, national origin, gender identity or any other classification protected by law. A majority of the elected Directors shall be Directors concurrently serving on the board of one of the subsidiary corporations. Any person accepting appointment to the Board must be willing to give as much time as is reasonably required to fulfill Board/committee responsibilities, must be willing to be available to participate actively in Board and/or Board committee activities, and must have experience in organizational and community activities. To the extent practical, the Board shall include a broad representation of the cities, towns and localities served by the Corporation.

## SECTION 3.4 Self-Evaluation

At least annually, the Board may, by any method it determines appropriate, evaluate its performance in all areas of its responsibilities and with respect to its internal procedures. The results of such evaluation shall be duly recorded by the Secretary with the minutes of the Board.

## SECTION 3.5 Performance of Duties

A Director of the Corporation shall perform his or her duties as a Director, including his or her duties as a member of any committee of the Board upon which he or she may serve, in good faith, in a manner he or she reasonably believes to be in the best interests of the Corporation, and with such judgment as an ordinarily prudent person in a like position would use under similar circumstances. A person who so performs his or her duties shall not have any liability solely by reason of being or having been a Director of the Corporation.

## SECTION 3.6 Resignation or Removal and Vacancies

Directors may resign by written notice to the Secretary of the Corporation. The resignation shall take effect upon receipt of notice thereof or at such later time as shall be specified in such notice; and, unless otherwise specified therein, the acceptance of such
resignation shall not be necessary to make it effective. Directors may be removed, with or without cause, at any time by the Board upon a vote of two-thirds (2/3) of the Directors (exclusive of the Director being removed) at a regular or special meeting of the Board. Vacancies in the Board created by death, resignation or removal shall be filled upon nomination of the Governance Committee and approval by the Board.

## ARTICLE 4

## MEETINGS OF THE BOARD OF DIRECTORS

## SECTION 4.1 Annual Meeting

The Annual Meeting of the Board of Directors shall be held in June of each year. Notice of the time and place of the Annual Meeting shall be given to each Director at least ten (10) days prior thereto, by hand delivery, first class mail with all fees prepaid, or by e-mail or other electronic means, provided that a response or delivery confirmation is received. If the Annual Meeting is not so held, a special meeting for the purposes of the Annual Meeting shall be held as soon as practicable.

## SECTION 4.2 Regular Meetings

Regular meetings of the Board of Directors shall be held at least quarterly, pursuant to an annual schedule determined by the Chairperson of the Board and delivered to the Directors within two weeks of the annual meeting. The Chairperson may change the date of any regular meeting upon at least ten (10) days prior notice to the Directors, by hand delivery, first class mail with all fees prepaid, or by e-mail or other electronic means, provided that a response or delivery confirmation is received.

## SECTION 4.3 Special Meetings

Special meetings of the Board of Directors may be called by the Chair or at the written or e-mailed request of any two (2) Directors. Calls of meetings shall be delivered to the Secretary of the Corporation. Written notice of special meetings of the Board shall be delivered to Directors at least three (3) days previous to the meeting, by hand delivery, first class mail with all fees prepaid, or e-mail or other electronic means, provided that a response or delivery confirmation is received. This notice shall state the date, place, time and purpose of the special meeting. A Director may waive notice of any meeting by a written waiver signed either before or after the meeting. The attendance of a Director at any meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened.

## SECTION 4.4 Quorum

One half of the elected Directors will constitute a quorum.

## SECTION 4.5 Voting

Each Director shall have one vote on all matters, except in the case of a Director not entitled to vote on certain matters as provided in these Bylaws. The vote of a majority of the Directors (or, as applicable, members of a committee of the Board) present, entitled to vote and
voting at any properly constituted meeting shall be necessary to adopt proposals unless otherwise expressly provided by law, by the Articles of Agreement or by these Bylaws.

## SECTION 4.6 Action by Writing

Unless specifically prohibited by law, the Articles of Agreement, or these Bylaws, any action required or permitted to be taken by the Board of Directors at a meeting may be taken without a meeting if, after five (5) days' written or e-mail notice has been given to each Director of the proposed action to be taken without a meeting, written consents, setting forth the action so taken, are received from seventy-five percent ( $75 \%$ ) or more of all the voting Directors. Such consents may be evidenced by signed writings (which may be a single writing, or multiple counterparts) and/or by Board members' e-mail confirmations. Votes taken by e-mail shall be printed out showing the Board member's e-mail address and filed with the records of the meetings of the Board of Directors. Such consents shall be treated for all purposes as a vote at a meeting.

## SECTION 4.7 Participation through Electronic or Telephonic Communication

Unless specifically prohibited by law, the Articles of Agreement, or these Bylaws, Board members may participate in meetings of the Board by means of a conference telephone or similar communications equipment provided that all persons participating in the meeting can hear each other at the same time. The same requirements for quorums, voting and recordkeeping which are provided for in these Bylaws with respect to meetings in person shall apply to meetings held by electronic or telephonic communications equipment.

## SECTION 4.8 Presumption of Assent

A Director of the Corporation who is present at a meeting of the Board at which action on any corporate matter is taken shall be presumed to have assented to the action taken unless his or her dissent shall be entered in the minutes of the meeting or unless he or she shall file his or her written dissent to such action with the person acting as the Secretary of the meeting before the adjournment thereof or shall forward such dissent by registered mail to the Secretary of the Corporation immediately after the adjournment of the meeting. Such right to dissent shall not apply to a Director who voted in favor of such action.

## SECTION 4.9 Compensation

No Director or officer shall be entitled to compensation for service as such, but may receive reasonable compensation for other services performed for the Corporation if the Board of Directors so determines. All Directors may be reimbursed for reasonable expenses incurred in attending meetings of the Board of Directors or in performing other services for the Corporation.

## SECTION 4.10 Loan:

Loans shall be made by the Corporation to any officer or Director of the Corporation.

## ARTICLE 5

## OFFICERS

## SECTION 5.1 Officers

The officers of the Corporation shall be a Chairperson of the Board of Directors (sometimes referred to as the "Chair"), a Vice Chairperson of the Board of Directors, a Secretary, a Treasurer and such other officers as the Board may authorize from time to time. The officers of the Corporation shall be nominated by the Governance Committee and elected by the Board at its annual meeting. A person may not serve as Chairperson for more than four (4) consecutive years.

## SECTION 5.2 Chairperson

The Chairperson shall preside at all meetings of the Board of Directors and the Executive Committee, shall be an ex-officio member of all other Board committees, and shall have general supervision over the affairs of the Corporation. The Chair shall generally do and perform such other duties as usually pertain to such office or as may be assigned by the Board of Directors or by the Executive Committee.

## SECTION 5.3 Vice Chairperson

The Vice Chairperson (or "Vice Chair") shall act as Chair in the absence of the Chair and, when so acting, shall have the power and authority of the Chair. The Vice Chair shall serve as the Chair of the Governance Committee, and shall serve as a member of the Executive Committee of the Board, together with such other duties as may be, from time to time, designated by the Chair or the Board.

## SECTION 5.4 Chief Executive Officer

The Board of Directors shall select and appoint a person to serve as the Chief Executive Officer. The person chosen must be qualified through education and experience to undertake and execute the responsibilities of such a position. The CEO shall have such duties, responsibilities and authority of a CEO of a New Hampshire corporation and as such shall be assigned from time to time by the Board. The CEO serves as Secretary of the Corporation and shall be an ex-officio member, with no voting rights, of the Board, all of its committees and the Boards of Directors of the Corporation's subsidiary corporations.

## SECTION 5.5 Secretary

The Secretary shall act as Secretary of the Corporation, the Board of Directors and the Executive Committee, shall send appropriate notices and prepare agendas for all meetings of the Board of Directors and the Executive Committee, shall act as custodian of all records and reports, and shall be responsible for the keeping or reporting of all adequate records of all meetings of the Board of Directors and the Executive Committee and, in general, shall perform all duties incident to the office of Secretary and such other duties as may be assigned from time to time to him or her by the Board.

## SECTION 5.6 Treasurer

The Treasurer may be a person other than a Director and may be the CFO of the Corporation. The Treasurer shall keep or cause to be kept correct and accurate accounts of the properties and financial transactions of the Corporation and shall affix the seal of the Corporation whenever required. The Treasurer is authorized to arrange for and sign indemnity bonds whenever it shall be necessary to give the same. The Treasurer is authorized to cause the purchase of all necessary material and supplies, the presentation of all accounts payable to such representative as the Executive Committee may designate for authorization of payment, and the making of all contracts necessary for properly conducting the business and affairs of the Corporation. The Treasurer may also with the prior approval of the Board of Directors buy, sell, improve or convey land or buildings when it is necessary for the proper conducting of the business of the Corporation and generally do and perform all the duties usually pertaining to the office of Treasurer and such other duties as may be assigned from time to time by the Board of Directors, including reporting to the Board of Directors at its regular or special meetings. Whenever the Board of Directors shall require it, the Treasurer shall give a bond for the faithful performance of all duties incident to such office, such bond when given, to be approved by the Board of Directors. The cost of said bond shall be paid by the Corporation.

## SECTION 5.7 Absences and Vacancies

A vacancy in any office because of death, resignation, removal, disqualification, or otherwise, may be filled by the Board at any regular or special meeting. In the event of a temporary absence of both the Chair and the Vice Chair from any meeting of the Directors, the Secretary shall preside until a Chair pro tempore shall be chosen by said meeting. In the event of the temporary absence of the Secretary or the Treasurer, the Executive Committee may appoint a temporary Secretary or Treasurer to act during the absence of the regular Secretary or Treasurer.

## SECTION 5.8 Resignation and Removal

Officers may resign by written notice to the Secretary of the Corporation. The resignation shall take effect upon receipt of notice thereof or at such later time as shall be specified in such notice; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. The Board of Directors may remove from office any officer, other than the CEO, with or without cause, at any regular or special meeting after notice to all Directors of the proposed removal. An officer whose removal is proposed shall not participate in the discussion thereof, unless requested by the remainder of the Board, and shall not be eligible to vote thereon. The CEO may only be removed in accordance with the terms of his or her employment agreement, or in the absence of an employment agreement, by majority vote of the Board.

## ARTICLE 6

## COMMITTEES OF THE BOARD OF DIRECTORS

## SECTION 6.1 Committees

Committees of the Board of Directors shall be standing or special. Standing committees shall be an Executive Committee, a Governance Committee, a Compensation Committee, a Strategic Planning Committee, a Quality Assurance Committee and such other committees as the Board of Directors may authorize from time to time. Except as otherwise provided, membership on committees may include persons other than Directors, such as administrative staff members,
professional advisors and other interested persons, provided that the number of non-Board members on any committee may not exceed the number of Board members. Except as otherwise provided, the Chairperson shall appoint and the Board shall confirm the members to serve on each committee and chairpersons of each committee. With the exception of the Executive Committee, all committees will serve in an advisory capacity only, unless specifically mandated otherwise by the Board or these Bylaws. Except as otherwise provided, all committee members shall hold office for one year and until their successors are nominated, approved and qualified. At a committee meeting, a quorum shall be a one half of the voting members of the committee and a majority vote of those voting members present at a proper meeting shall be sufficient to take action.

Committees of the Board shall have the authority, acting through the committee's chair and after due consultation with the Board Chair, to engage the services of such professional advisers, counsel and consultants as are necessary or appropriate for the committee to fulfill its duties and responsibilities in good faith and in the best interests of the Corporation.

The committees of the Board may, when they deem it efficient and appropriate, meet jointly with committees of any corporation of which the Corporation is the sole corporate member, subject to taking such steps as may be necessary or advisable to assure preservation of any privileges and immunities as are available under applicable laws.

## SECTION 6.2 Executive Committee

The Executive Committee shall consist of the Chairperson of the Board as Chair thereof, the Vice Chairperson, the CEO, the Treasurer and the Chairperson of each of the subsidiary corporation's Board of Trustees. Neither the CEO nor the Treasurer, if the Treasurer is the CFO, shall have a vote. Only a voting member may be chairperson of the committee. The Executive Committee shall have charge of the detailed management of the Corporation on behalf of the Board of Directors and the power to transact all regular business of the Corporation on behalf, and with the full power, of the Board of Directors during the period between the meetings of the Board of Directors, subject to any prior limitations imposed by the Board of Directors or by law.

## SECTION 6.3 Governance Committee

The Governance Committee shall be composed of at least five (5) members, including: the Vice Chairperson of the Board as Chair thereof, the past Chairperson of the Governance Committee and the CEO.

The Governance Committee shall recommend persons to serve on the Board of Directors of the Corporation and on the boards of all corporations of which the Corporation is the sole corporate member. Such recommendations shall be presented to the Board of Directors of the Corporation for approval as applicable.

The Governance Committee shall recommend persons to serve as officers of the Corporation and the officers of any corporation of which the Corporation is the sole corporate member. Such recommendations shall be presented to the Board of Directors of the Corporation for approval.

The Governance Committee shall meet from time to time to consider, review and prepare amendments to these Bylaws and to Bylaws of any corporations of which the Corporation is the sole corporate member.

The Governance Committee shall review, prepare, oversee and organize all Board development including new Board member orientation, ongoing Board education and Board evaluation activities.

## SECTION 6.4 Compensation Committee

The Compensation Committee shall consist of the Chair of the Board as chairperson thereof, the Vice Chair and the Chairperson of each of the subsidiary corporation's Board of Directors.

The Compensation Committee shall conduct a periodic review (but in no event less frequently than annually) of (a) the CEO's performance of his duties as CEO of the Corporation and (b) the compensation and benefits provided to the CEO by the Corporation. The Compensation Committee of the Corporation may, as appropriate, conduct its review on behalf of the board of any other corporations of which the Corporation is the sole corporate member and any other organizations affiliated with the Corporation and of which the CEO is a compensated officer.

On an annual basis, the Compensation Committee shall report to the Board and, as applicable, to the board of any other corporations of which the Corporation is the sole corporate member and any other organizations affiliated with the Corporation and of which the CEO is an officer, on its activities and recommendations.

The Compensation Committee may make recommendations with respect to changes in the compensation and benefits of the CEO based on salary and benefits surveys and/or consultation with independent consultant(s).

The Compensation Committee shall evaluate and approve the recommendations of merit pay, incentive pay and supplemental executive retirement plan changes as presented by the CEO for certain executive employees who may have substantial influence over the organization. The review shall include the Chief Financial Officer and any other executive employee as the Committee may request.

## SECTION 6.5 Strategic Planning Committee

The Strategic Planning Committee shall be composed of no fewer than five (5) members. The committee shall include the Chair or Vice Chair of any corporation of which the Corporation is the sole corporate member.

The Strategic Planning Committee shall perform the strategic planning function for the Corporation and any corporation of which the Corporation is the sole corporate member. The committee shall develop system-wide strategic plans, and revisions to strategic plans, for review and approval of the Board. The committee's emphasis should be placed, among other things, on factors relating to forecasts of future needs of the organization and the populations it serves.

## SECTION 6.6 Quality Assurance Committee

The Committee shall be comprised of the CEO of the Corporation, the Executive Directors of Hunt Community, The Huntington at Nashua and At Home By Hunt. In addition,
the committee shall include Trustees of Hunt Community and The Huntington at Nashua, who may include health professionals, healthcare management professionals, executives with experience in industrial quality or customer service, and attorneys as well as members of the Nursing Staff at Hunt Community and The Huntington at Nashua. The Chair of the Committee shall be appointed by the Board.

The Committee's purpose is to assist in fulfilling its oversight responsibilities in the areas relating to resident safety, operational and clinical quality, resident satisfaction, employee satisfaction, customer service, risk management and regulatory preparedness and compliance.

The Committee shall (i) ensure that effective quality assurance policies and quality management systems are in place that emphasize improving clinical quality, resident \& employee safety throughout the corporations of which the Corporation is the sole member (collectively, the "Organizations"); (ii) promote a culture of continuous improvement within the Organizations; (iii) promote the development of innovations related to quality improvement, (iv) serve as ambassadors to the Board, the Organizations and community for the Corporation's quality and innovation strategies, (v) periodically review data on sentinel events and report to the Board; and (vi) benchmark with other industries to broaden insight into innovation in quality improvement.

The Committee shall report to the Board at least quarterly, including an in-depth annual quality review. Regular reports to the Board shall include (i) quality indicators in dashboard format, including quality, patient safety, and customer service (ii) progress on major performance improvements and patient safety goals, (iii) resident satisfaction/perceptions, (iv) resident safety culture, and (v) employee satisfaction/perceptions.

## SECTION 6.7 Special Committee

Special committees may be appointed by the Chairperson with the concurrence of the Executive Committee for such special tasks as circumstances warrant. A special committee shall limit its activities to the accomplishment of the task for which it is appointed, and shall have no power to act except such as is specifically conferred by action of the Executive Committee or Board of Directors. Upon completion of the task for which appointed, such special committee shall stand discharged.

## ARTICLE 7

## INDEMNIFICATION AND INSURANCE

## SECTION 7.1 Indemnification

The Corporation shall indemnify, and pay reasonable interim expenses (including attorneys' fees) incurred by, any current or former Director, Officer, committee member or employee (including such person's heirs or estate) who is sued, or in the opinion of the Board appears subject to being sued, in a civil or criminal proceeding on account of actions taken or not taken by such person in his or her capacity as a Director, Officer, committee member or employee of the Corporation, to the maximum extent permitted under applicable law, except with respect to actions, suits or proceedings brought by or on behalf of the Corporation and matters as to which they shall be finally adjudged in any such action, suit or proceeding to be liable for recklessness or intentional misconduct. The Corporation shall have the right, but not
the duty, to assume the defense of such Director, Officer, committee member or employee in any such action, suit or proceeding. In the event that the Corporation does not assume the defense, the Corporation's liability for indemnification in the event of a proposed settlement of the action, suit or proceeding shall be conditioned upon the Corporation's express written approval of the settlement.

A determination as to whether the Corporation shall indemnify or pay interim expenses in any specific case shall be made by the Directors in accordance with NHRSA 293-A: 8.55 (b)(l) or the comparable provision of any future statute permitting indemnification by New Hampshire corporations. No amendment or repeal of this section or of any relevant provision of applicable law shall in any way diminish the right to indemnification under this section with respect to any act or omission occurring prior to such amendment or repeal.

## SECTION 7.2 Insurance

The Corporation may purchase and maintain insurance, at its expense, to protect itself and any Director, Officer, employee or agent against liability asserted against or incurred by him or her in such capacity, whether or not the Corporation would have the power to indemnify such person pursuant to the foregoing provision of this Article.

## ARTICLE 8

## CONFLICTS OF INTEREST

Any Director, officer or committee member who or a member of whose immediate family proposes to enter into a pecuniary benefit transaction (as defined by RSA 7:19-a) with the Corporation shall have an affirmative obligation to disclose such interest or that of the family member and shall be prohibited from participating in the discussion on the subject or voting thereon. The Board shall authorize the Corporation to enter into such pecuniary benefit transactions only in accordance with the applicable provisions of RSA 7:19-a, as they may exist from time to time.

## ARTICLE 9

## FISCAL YEAR

The Fiscal Year of the Corporation shall begin on the first day of May and end on the last day of April in each year.

## ARTICLE 10

## BYLAWS ADOPTION/AMENDMENTS

All Bylaws, amendments thereto, votes and resolutions conflicting with these Bylaws are hereby rescinded. These Bylaws may be altered, amended or repealed in whole or in part by the Board of Directors at any duly noticed meeting of the Board provided that the notice of such meeting shall include such proposed alteration or amendment.

Original Adopted Bylaws Dated May 2000
Amended: June 23, 2009 (Article III, Sections 9 and 10 and remainder of Article III renumbered)
Amended: June 24, 2014 amended in their entirety
Amended: June 29, 2021(Section 3.2 and 3.3 in their entirety).
(Section 6.1 Additional Quality Assurance Committee added to Standing Committees)
Additional of entirely new Section 6.6 Quality Assurance Committee Description

## CERTIFICATE

I hereby certify that the foregoing bylaws constitute the Bylaws of Silverstone by Hunt adopted by the Corporation as of June 29, 2021.


Secretary
Board of Directors

