

(a) *The description of the land and the building expressing their respective areas;*

(b) *The general description and number of each unit expressing its area, location, and any other data necessary for its identification. Such information may be wherever possible incorporated by reference to the plat; and*

(c) *The description of the general common elements of the building; and, in proper cases, of the limited common elements restricted to a given number of units, expressing which are those units;*

(d) *Value of the property and of each unit, and, according to these basic values, the percentage appertaining to the co-owners in the expenses of and rights in the elements held in common.*

11-110. *Bylaws governing administration of buildings.*

*The administration of every building or buildings constituted into a horizontal property regime shall be governed by bylaws which shall be inserted in or appended to and recorded with the master deed.*

11-111. *Same—Necessary contents.*

*The bylaws must necessarily provide for at least the following:*

(a) *Form of administration, indicating whether this shall be in charge of a manager, or of a board of directors, or otherwise, and specifying the powers, manner of removal, and, where proper, the compensation thereof.*

(b) *Method of calling or summoning the co-owners to assemble; that a majority of co-owners is required to adopt decisions, except as otherwise provided in this subtitle; who is to preside over the meeting and who will keep the minute book wherein the resolutions shall be recorded.*

(c) *Care, upkeep and surveillance of the building and its general or limited common elements and services.*

(d) *Manner of collecting from the co-owners for the payment of common expenses.*

(e) *Designation, hiring, and dismissal of the personnel necessary for the good working order of the building or buildings and for the proper care of the general or limited common elements and to provide services for the building.*

(f) *Such restrictions on or requirements respecting the use and maintenance of the units and the use of the common elements as are designed to prevent unreasonable interference with the use of the respective units and of the common elements by the several unit owners.*

(g) *Designation of person authorized to accept service of process in any action relating to two or more units or to the common elements as authorized under § ~~122~~ 11-123 of this subtitle.*

(h) *Notice to the co-owners as to whether or not public liability insurance is carried on the common elements.*