

ND00000001361

TRANSMITTAL LETTER

Department of State
Division of Corporations
P. O. Box 6327
Tallahassee, FL 32314

200003146142--7
-02/24/00--01051--019
*****78.75 *****78.75

SUBJECT: St. Francis Shelter Auxiliary, Inc.
(Proposed corporate name - must include suffix)

Enclosed is an original and one(1) copy of the articles of incorporation and a check for :

☐ \$70.00
Filing Fee

☐ \$78.75
Filing Fee &
Certificate of
Status

☒ \$78.75
Filing Fee
& Certified Copy

☐ \$87.50
Filing Fee,
Certified Copy
& Certificate

ADDITIONAL COPY REQUIRED

FROM: Mary Rutherford
Name (Printed or typed)

912 Heathercrest
Address

Lakeland, Florida 33813
City, State & Zip

(863) 644-4710
Daytime Telephone number

FILED
00 FEB 24 PM 12:44
SECRETARY OF STATE
TALLAHASSEE, FLORIDA

T. Burch MAR 2 2000

NOTE: Please provide the original and one copy of the articles.

FILED

00 FEB 24 PM 12:44

SECRETARY OF STATE
TALLAHASSEE, FLORIDA

Articles of Incorporation

Article I:

The name of the corporation shall be:
St. Francis Shelter Auxiliary, Inc.

Article II:

The principal place of business and mailing address of this corporation shall be:
211 McDonald Street
Lakeland, Florida 33803

Article III:

The specific purposes for which the corporation is organized are:
The purpose of St. Francis Shelter Auxiliary, Inc. is to lend volunteer and financial support to St. Francis Shelter and to broaden this base of support throughout the community.

Article IV: Membership

Section 1. Membership is open to anyone who desires to further the purposes of the auxiliary.

Section 2. Members in good standing are those whose annual dues are paid for the current fiscal year. All such members are entitled to vote at the annual election of officers, to attend all meetings of the membership, to receive all notices and publications of the organization, and to enjoy all privileges ordinarily pertaining to members of a nonprofit organization.

Section 3. Each member in good standing shall be eligible for nomination and election as an officer, or appointment as a member of any committee.

Article V: Government

Section 1. The day-to-day affairs of this organization shall be managed by the elected officers and the immediate past President who make up the Executive Committee.

Section 2. Officers shall consist of a President, Vice-President, Secretary, and Treasurer.

Section 3. All officers shall be elected for a two year term.

Section 4. Election and installation of officers shall take place at the annual meeting in May.

Article VI: Duties of Officers

Section 1. The President shall preside at all meetings; shall appoint all Committee Chairs; and shall perform all duties as her office demands.

Section 2. The First Vice-President shall perform the duties of the President in her absence, and assist the President in her official duties. She shall be Chair of the Rose Sale.

Section 3. The second Vice-President, who will be the outgoing President, will be a consulting member to the President.

page 2

Article VI: (continued)

Section 4. The Secretary shall keep the minutes of all regular and Board meetings and make three copies: one each for the President, Vice-President, and Secretary; take care of correspondence, and perform such other duties as pertain to her office. Copies of the minutes will be sent to the President one week before the meeting. The Secretary shall maintain an up-to-date list of all Board members and take a silent roll at all Board meetings.

Section 5. The Treasurer shall receive and keep an accurate record of all money of the Auxiliary. The Treasurer will serve on the Budget Committee which will consist of three members appointed by the President. This Committee shall prepare a budget to be presented to the Board for approval and subsequent recommendation at the October meeting for approval of the general membership. She shall pay all bills and shall keep an accurate record of all paid members.

Article VII: Committees-Appointments

Section 1. The following committee chairs shall be appointed by the President:

Nominating, Membership, Publicity, Hospitality, and special committees as needed.

Section 2. Committee Chairs shall be responsible for attending meetings and/or filing reports pertinent to their committee.

Article VIII: The Bow-tique

Section 1. The Manager and Assistant Manager for Finances of the Bow-tique shall be appointed by the President after the President's first year for a term of two years so that the appointment is on an alternating schedule.

Section 2. The Manager or an appointee will represent the Bow-tique on the Auxiliary Board.

Article IX: Meetings

Section 1. There shall be four Board meetings, and four general meetings during the fiscal year, July through June.

Section 2. The annual meeting shall be held before the end of the fiscal year.

Article X: Dues

Dues shall be \$10.00 payable at the annual meeting for the following fiscal year.

Article XI: Parliamentary Authority

On all questions of parliamentary procedure the latest edition of Robert's Rules of Order shall be the authority, except in such cases as are covered by the By-laws.

page 3

Article XII: Amendments

Section 1. These By-laws may be amended by a majority vote of the membership present at the annual meeting.

Section 2. Policies may be established, amended or rescinded by a majority vote of the Executive Committee to be voted on at the next general meeting.

Article XIII: Policies

Policy 1. Money raised by St. Francis Shelter Auxiliary, Inc., less operating expenses, shall be given to Catholic Charities to be used exclusively for the operating needs of St. Francis Shelter.

ARTICLE XIV INITIAL REGISTERED AGENT AND STREET ADDRESS

The name and Florida street address of the initial registered agent are:

Mary C. Rutherford
912 Heathercrest
Lakeland, Florida 33813

ARTICLE XV INCORPORATOR

The name and address of the Incorporator to these Articles of Incorporation are:

Bonnie Hicks
425 Peninsular Drive
Lakeland, Florida 33813

Bonnie Hicks
Signature/Incorporator

2/14/2000
Date

Having been named as registered agent and to accept service of process for the above stated corporation at the place designated in this certificate, I hereby accept the appointment as registered agent and agree to act in this capacity. I further agree to comply with the provisions of all statutes relating to the proper and complete performance of my duties, and I am familiar with and accept the obligations of my position as registered agent.

Mary C. Rutherford
Signature/Registered Agent

2/22/2000
Date