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TRANSMITTAL LETTER

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

SUBJECT: O.5.1. A MICI D'TTALIA LODGE NO. 2791 INC.

(PROPOSED CORPORATE NAME - MUST INCLUDE SUFFIX)

FROM: WILLIAM H. TABONE

Name (Printed or typed)

3732 SEN HAWK STR. E

Address

JACKSONVILLE FL 32224-5276

City, State & Zip

(904) 223-5508

Daytime Telephone number

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

BY LAWS

OF THE AMICI D'ITALIA - LODGE #2791

ADOPTED at the General Meeting held on the 21st day of November in the Year 2002

PREAMBLE

We, members of the AMICI D'ITALIA, ORDER SONS OF ITALY IN AMERICA, a fraternal organization, being of the conviction that we can best serve God, our country, the United States of America, ourselves and our posterity by the continuation of the program of our Order, ORDAIN, ESTABLISH, AND ADOPT the following BY-LAWS.

ARTICLE I

NAME

The name of this Lodge shall be O.S.I.A. AMICI D'ITALIA, LODGE NO. 2791, Inc., hereafter referred to as the LODGE.

ARTICLE II

PRINCIPAL OFFICE

The principal place of business and mailing address of the Corporation shall be 12627 Ashmore Green Drive N., Jacksonville, Florida 32246.

ARTICLE III

PURPOSE, EMBLEM, COLOR, MOTTO & HOLIDAY

Section 1. Purpose: The Purpose of the Order is:

a. To enroll in its membership, all persons of Italian birth or descent and such other persons authorized in the Constitution and Laws of the Supreme Lodge, regardless of religious faith or political affiliation, who believe in the fundamental concept that society is based upon the principles of law and order, and who adhere to a form of government founded upon the Belief in God, and based upon the Constitution of the United States of America, and which government rest upon the proposition that all men are created equal and functions through the consent of the governed.

- b. To promote civic education, as well as the oral, intellectual, and material well-being of our membership.
- c. To encourage the dissemination of Italian culture in America, thereby keeping alive the spiritual attachment and tradition of the land of our ancestors.
- d. To defend and uphold the prestige of the people of Italian birth or descent in America, as well as upholding the concept of Americanism.
- e. To encourage the active participation of our membership in the political, social, and civic life of our communities.
- f. To organize and establish benevolent and social welfare institutions for the protection and assistance of our members, their dependents, and in general, the needy, with such material aid as we are able to give.
- g. To initiate and organize movements for patriotic and humanitarian purposes and to join in meritorious movements for such purposes which have been initiated by other organizations or groups.

Section 2: EMBLEM: The official emblem of the Order shall be a Golden

Lion in a Field of White.

Section 3: COLOR: The official color of the Order shall be Purple.

Section 4: MOTTO: The official motto of the Order shall be "Liberty,

Equality, and Fraternity."

Section 5: HOLIDAY: The official Holiday of the Order as proclaimed by

the Supreme Lodge, is October 12th of each year, which commemorates the anniversary of the discovery of America by Christopher Columbus.

Article IV

MEMBERS

Section 1. Member Category: All members of the Lodge shall be known as

"Brothers" or "Sisters". Members shall be divided

into the following classes:

a. Regular members

b. Social members

"Regular Members" are those members who are of Italian birth or descent; also the spouses of those of Italian lineage, or those who have been adopted by a person or persons of Italian lineage, and the spouses of such adopted persons; widows, widowers and divorced spouses of current or former members.

"Social Members" are those members who, because of their national origin, are not admitted as regular members. Social members may participate in social, athletic, and cultural activities. Social members shall not, under any circumstances, have the right to vote or hold office in the Lodge. Social members shall be entitled to attend and partake in regular or special meetings of the Lodge. Social members shall be allowed to serve as members and/or the chairman of a committee.

Section 2. Age Limitation: Any adult 18 years of age or older, meeting the prerequisites for membership stated in the General Laws of the Supreme Lodge, shall be eligible to membership, providing that such adult shall be sponsored by one member and seconded by another member.

Section 3. Dues: The initiation fee and annual dues shall be as set from time to time. Dues shall be payable quarterly in advance. The Financial Secretary shall notify members when dues are due, and shall issue notice when dues are overdue.

Section 4. Duties: Members are required to perform the following duties:

- a. To obey and respect the rules of the Lodge.
- b. To pay dues and assessments.
- c. To obey all laws of the Lodge.
- d. To assist in the work of the Lodge.
- e. To settle any grievances that may arise by submitting their grievance to the proper authorities of the Order.

Section 5. Rights: Regular members may participate in discussions; make proposals, vote on matters discussed; be elected to office; receive any benefits the Lodge may adopt; and any other rights or privileges accorded by the Lodge, Grand Lodge, or Supreme Lodge.

Section 6. LIMITATIONS ON RIGHTS: The exercise of the Rights of Members are subject to the following:

- a. Before exercising the right of the electoral vote or to hold elective office, it is necessary that membership be held in the Order for at least six (6) months.
- b. To be elected as an officer of the Lodge (except President or Vice President) it is necessary that membership be held in the Order for at least six (6) months.
- c. To be elected President, Vice President, State Delegate, or Alternate State Delegate, it is necessary that the member must have served at least one full year as a member of the Council of any Lodge within the Order.
- d. To be elected as a member of the Arbitration Commission, it is mandatory that membership be held for two years. In addition, the member must be able to read and write English and must not have been subjected to disciplinary measures.
- e. Whenever a vacancy occurs in the office of the Lodge President, it shall be filled by the Lodge Vice President for the remainder of the term. The vacant office of the Lodge Vice President shall be filled by holding a Special Election at the next regular or next special meeting of the assembly.
- f. During election of officers and State Delegates, absentee ballots, and/or write-in names will not be allowed.
- g. When any officer requests to be nominated for another position in a Lodge Special Election, they do not have to resign from the office they hold. After the election, and if elected, they shall resign from the office they held prior to the election. If they lose the election, they shall retain the office held.
- h. No member who is indebted to his Lodge, the Grand Lodge, or the Supreme Lodge can hold office. Members so indebted lose the privilege of addressing the assembly and of the right to vote.

ARTICLE V

OFFICERS

- Section 1. ELECTED OFFICERS: The officers of this Lodge shall be:
 - a. A President
 - b. A Vice President
 - c. An Immediate Past President

- d. An Orator
- e. A Recording Secretary
- f. A Financial Secretary
- g. A Treasurer
- h. Five Trustees
- i. Two Master/Mistresses of Ceremony
- j. A Guard
- Section 2. NOMINATIONS FOR OFFICE: At the regular meeting held in December in odd-numbered years, a Nominating Committee shall be elected by the membership. It shall be the duty of this committee to nominate candidates for the offices to be elected at the February meeting. The Nominating Committee shall report at the regular meeting in January. After the Nominating Committee has made its report, additional nominations from the floor shall be permitted. Once all nominations are closed, the random selection for ballot position shall be held. Nominations may not be reopened at the election meetings unless an uncontested candidate withdraws; then nominations for that office only shall be re-opened.

Section 3. ELECTIONS:

- a. In January of even-numbered years, the President shall appoint an Electoral Committee of five (5) members who are not candidates for any office. The Committee will elect a chairman and make the necessary preparations to conduct the election in February.
- b. Voting in the election of officers shall be by written or printed secret ballot. If there are only two candidates running for an office, a majority vote shall be required. If there are more than two candidates running for an office, and no candidate receives a majority vote, then the top two vote getters will immediately thereafter enter into a runoff where a majority vote will be required to win the election. The election for the office of Trustees shall be by plurality vote, with the five (5) candidates receiving the largest number of votes being elected even if they did not receive a majority vote. Only Regular members in good standing and in attendance shall cast ballots. Absentee ballots, proxy ballots, or write-in candidates will not be allowed.
- c. Elections, general or special, are to be conducted under the supervision of the electoral board. The Electoral Committee has the following duties:
 - 1. To distribute ballots to qualified voters.
 - To count those present, qualified to vote, and ascertain that those
 present and voting correspond to the number of ballots in the ballot
 box.

- To count the votes, and to detect and declare void, those ballots that bear special marks that reveal the identity of the voter, or are improperly marked.
- 4. To evaluate the vote for each candidate voted for each office. In case of a tie vote, determine the candidate whose continuous membership in the Order is longest and that candidate shall be elected.
- 5. To supervise the election to the end that secrecy of the ballot be preserved and no fraud takes place in balloting.
- 6. To decide controversial questions arising during the course of the election.

Section 4. CONSECUTIVE TERMS:

The members of the Council shall be elected to a two (2) year term in the month of February, in the even-numbered year. The number of consecutive terms in the same office for elected officers shall be limited to two (2).

Section 5. DUTIES OF OFFICERS:

- a. All officers are obligated to attend all Council, Regular Meetings, and Special Meetings. Officers who are absent from three (3) consecutive meetings without an excuse automatically lose their positions as officers.
- b. PRESIDENT: The President is the highest ranking officer and the leader of the Lodge and as such:
 - 1. Calls and presides over all meetings of the Council and of the Assembly.
 - 2. Sees that the laws of the Lodge are observed and the deliberations of the Council and of the assembly are carried out.
 - 3. Sees that the laws of the Order are respected and observed, and the Orders of the Supreme Lodge and of the Grand Lodge are obeyed,
 - 4. Controls the affairs of the Lodge and supervises the performance of duties by the other officers of the Council.
 - 5. Signs the minutes of the meeting of the assembly and all orders of payment, checks, correspondence and all documents which invest the responsibility of the Lodge.

- Appoints all committees of the Lodge except the Nominating Committee. The President is an ex-officio member of all committees except for the Nominating Committee and the Electoral Committee.
- 7. Refrains from making proposals at the meetings of the assembly; participates in discussions only to clarify the issues presented, and votes only in case of a tie.
- 8. After hearing the opinion of the Orator, the President rules upon controversies involving the application of the laws. The member who disagrees with the ruling and the interpretation of the President shall appeal within ten (10) days to the State President.
- 9. When disorder arises in the meeting of the assembly or of the Council, the President may silence or censure the member or members causing such disorder, if such member or members persist in causing disorder, the President may fine, silence or expel the member or members from the hall or suspend the meeting.
- 10. May appoint a Chaplain whose primary duties shall be to conduct, whenever practicable, all religious exercises of the Lodge. The Chaplain shall also perform such other duties relating to the office, as shall be assigned to the office from time to time.
- c. VICE PRESIDENT: The Vice President is the second ranking officer of the Lodge. As such, the Vice President assists the President and takes the President's place when the President is absent or unable to act. In the absence of the President, the Vice President performs the duties and exercises the prerogatives of the President to the same extent and with like power which the President would have, if present.
- d. IMMEDIATE PAST PRESIDENT: The office of Immediate Past President shall be given to the member who has served one complete term as President of the Lodge immediately preceding the incumbent. If, on account of death, disqualification, resignation or removal, the office of Immediate Past President becomes vacant, the office shall be filled from the preceding former Presidents in the inverted order of their tenure of office. The Immediate Past President assumes the office of President whenever the President and Vice President are unable to act or are absent from the meeting of the Council or of the assembly, and performs the duties and exercises the prerogatives of the President to the same extend and with like powers as the President, if present. The Immediate Past President has all the rights, privileges and responsibilities of elected officers. The Immediate Past President's duty is to advise and counsel the President and other elected officers when requested.

- e. ORATOR: The Orator gives opinions concerning the application and interpretation of the laws of the Order and sees that the laws of the Order are observed and properly applied. In matters which relate to the administration of the affairs of the Lodge, the Orator is subordinate to the President. In matters relating to the exercise of Judicial Power, the Orator is subordinate to the State Orator. The Orator, either on the Orator's own initiative or upon complaint being made to the Orator, shall have power to prefer written charges against a member who has violated the laws of the Order.
- f. RECORDING SECRETARY: The Recording Secretary is the custodian of the archives and the keeper of the seal of the Lodge. The Recording Secretary's duties are:
 - 1. To take and record the minutes of the meetings of the Council and of the assembly, which minutes are to be read at the successive Meeting.
 - 2. To make up and keep up-to-date the membership roll of the Lodge.
 - To care for correspondence and write letters which the Recording Secretary is directed to write by the President or other higher Officers of the Order.
 - 4. To be the sole officer through whom a member may communicate with the Grand Council.
 - 5. To write and send notices for meetings.
 - 6. To act as the clerk of the Lodge Arbitration Commission when such Commission is in session, except in case the Recording Secretary is an interested party.
 - 7. Within ten (10) days after receipt, to forward to the State Recording Secretary all appeals referred or presented to the Recording Secretary by members because of administrative irregularities. The appeals when forwarded, shall be accompanied by a report of the views expressed by the Council.
 - 8. To carry out all orders which the Recording Secretary may receive, in matters pertaining to the office, from the President or from the higher ranking officers of the Order.
- g. FINANCIAL SECRETARY: The Financial Secretary is the collector and accountant of the Lodge. The Financial Secretary's duties are:
 - 1. To collect dues and assessments, giving proper receipt therefore.

- 2. To write orders of payment, affix the Financial Secretary's signature thereon, together with that of the President.
- 3. To present orders of payment to the Treasurer, who issues checks thereon, which checks the Financial Secretary presents to the parties to whom they are payable, exacting at the same time money due from such parties to the Lodge.
- 4. To make up and keep up-to-date financial records, particularly those entrusted to the Financial Secretary by the Grand Lodge or Supreme Lodge. Those financial records are: the ledger, the journal book, the financial statements, and the orders of payments.
- 5. To notify by mail those members who are in default with the payment of dues and assessments.
- To make quarterly financial report, which report is to be audited and signed by no less than three trustees, a copy of which is to be sent to the State Financial Secretary.
- 7. To make payment of the Capita Tax, computed on the basis of the number of members listed on the membership roll at the end of each quarter, which payment shall be made, without the necessity of deliberation on the part of the assembly of the Lodge, no later than January 15, April 15, July 15 and October 15 of each year.
- 8. To carry out all orders which the Financial Secretary may receive, in matters affecting the office, from the President and from higher ranking officers of the Order.
- h. TREASURER: The Treasurer is the custodian of the funds of the Lodge. The Treasurer's duties are:
 - 1. To receive at the end off each meeting all money collected by the Financial Secretary and to issue proper receipt therefore.
 - 2. To record in and keep up-to-date the Cash Book of the Lodge, in which record the Treasurer shall register monthly income and disbursements of the Lodge.
 - 3. Not later than three (3) days after each meeting, to deposit in previously designated banks the funds received by the Treasurer in accounts opened in the name of the Lodge.

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- 4. To issue and sign checks upon the receipt of proper order of payment and consign them to the Financial Secretary for delivery to the payee thereof.
- 5. To withdraw funds from checking and savings accounts opened in the name of the Lodge provided the withdrawal slip bears the signatures of two of the following four signatories: President, Vice President, Financial Secretary, and the Treasurer.
- To carry out such orders which the Treasurer may receive, in matters pertaining to the office, from the President or from the higher ranking officers of the Order.
- i. TRUSTEES: Trustees supervise the affairs of the Lodge and are members of the Council. Their duties are:
 - 1. To examine and audit the books kept by the Financial Secretary and the Treasurer of the Lodge.
 - 2. To examine and audit the quarterly report of the Financial Secretary, certifying as to its correctness by affixing their signatures thereon; provided, however, that such report shall not be valid unless it bears the signature of no less than three (3) trustees in addition to that of the Financial Secretary.
 - 3. To perform such additional duties, in matters pertaining to their office, imposed upon them by the laws of the Order or by the deliberations of the assembly of the Lodge.
- j. MASTER/MISTRESS OF CEREMONIES: The Masters and/or Mistresses of Ceremonies are officers of the Lodge who participate ceremonial activities prescribed by the laws of the Order during the course of the meetings of the Lodge.
- k. GUARD: The Guard is the doorkeeper of the Lodge. The Guard's duty is to exclude strangers from the meetings of the assembly and to admit those members who have identified themselves by announcing their presence to the President, who in turn, orders the Guard to either admit or exclude such members.

Section 6. STATE DELEGATES:

a The State Delegates are the representatives of the Lodge who represent it at the Grand Convention of the Grand Lodge. The State Delegates and their alternates are to be elected by the assembly of the Lodge once every two (2) years, and their number shall be that which is fixed by the laws of the

- Grand Lodge. The President of the Lodge shall be an ex-officio member of its State Delegation.
- b. Nominations for State Delegates will be held during the month of January of odd-numbered years, with elections being held in February.
- c. State Delegates hold office from the regular Biennial Convention of the Grand Lodge up to the day preceding the next regular Biennial Convention of the Grand Lodge.
- d. The election for State Delegates shall be by plurality vote, with the number of candidates receiving the largest number of votes being elected even if they did not receive a majority vote; the number of elected Delegates being as prescribed by the Grand Lodge. Alternate Delegates are those who did not receive sufficient votes to be elected Delegates and shall be selected as replacements for State Delegates based on the number of votes received.

ARTICLE VI

MEETINGS

- Section 1. REGULAR MEETINGS: The regular meetings of the Lodge shall be held monthly on a date and time determined by the membership. These meetings shall be conducted in accordance with the minimum requirements called for in the Ritual.
- Section 2. SPECIAL MEETINGS: Special meetings may be called by the President or upon written request of no less than one-third of the members in good standing. The business of a special meeting shall be limited to the order of the day. The Recording Secretary, upon order of the President, shall give notice of the meeting, and the order of the day by mail sent to each member of the Lodge no less than five (5) days prior to such special meetings.
- Section 3. PRESIDING OFFICER: In the absence of the President, Vice President and Immediate Past President, the meeting of the assembly is to be presided over by the officer or member called upon by a majority vote of the assembly. Such presiding officer shall have all the powers and shall exercise all of the prerogative of the President in the course of the meeting over which the officer or member presides.
- Section 4. QUORUM: No regular or special meeting of the assembly of the Lodge shall be declared open unless a quorum be present. The presence of not less than ten (10) members in good standing shall constitute a quorum.

ARTICLE VII

THE COUNCIL

- Section 1. COUNCIL POWER: The Council is the administrative and controlling body of the Lodge when the assembly is not in session. The Council has the power to administer and control the affairs of the Lodge, but not the power to impose new assessments. The Council shall not incur expenses other than those necessary for the administration of the regular affairs of the Lodge. In case of emergency, the President, by a majority vote thereof, may appropriate a sum of money, not to exceed \$300.00 with which to meet expenses incidental to such emergency; and the appropriation so made shall be reported to the assembly at its next meeting. The Council shall neither have the power to change or modify the laws of the Lodge.
- Section 2. COMPOSITION OF THE COUNCIL: The Council is composed of the President, Vice President, the Immediate Past President, the Orator, the Recording Secretary, the Financial Secretary, the Treasurer, the Trustees, and Masters/Mistresses of Ceremony, and the Guard.
- Section 3. COUNCIL MEETINGS: The Council shall meet monthly. Special meetings of the Council may be called by the President and may be called upon the written request of no less than one-third of the members of the Council.
- Section 4. QUORUM: No regular or special meetings of the Council shall be declared upon unless a quorum be present. The presence of not less than eight (8) officers in good standing shall constitute a quorum.

ARTICLE VIII

COMMITTEES

The President shall establish his working committees and any other committees as are deemed necessary. The President shall make such appointments to carry out the Lodge's objectives and to carry on the work of the Lodge. Such committee appointments shall be duly recorded in the minutes of the Lodge.

ARTICLE IX

PUBLIC RELATIONS

All Public Announcements shall be approved by the President, or his duly appointed representative, prior to the release.

ARTICLE X

PARLIAMENTARY AUTHORITY

- Section 1. PARLIAMENTARY PROCEDURES: The business of this Lodge is to be transacted in conformity with the laws of the Order, the Ritual, and under the forms of Parliamentary Procedures as prescribed in "Roberts' Rules of Order".
- Section 2. CONFLICT: In case of conflict between the Laws of the Order and "Roberts' Rules of Order", the laws of the Order shall prevail. Whenever the Laws of the Grand Lodge or of the Local Lodge conflict with the General Laws of the Supreme Lodge, the General Laws of the Supreme Lodge shall prevail over the others. Whenever the Laws of the Local Lodge conflict with those of the Grand Lodge, the Laws of the Grand Lodge shall prevail.

ARTICLE XI

LEGISLATIVE POWERS

The power to make and promulgate laws and to adopt amendments thereto shall be exercised by the Lodge while so assembled, in all matters effecting the rights and obligations of its members; providing the laws made and promulgated, together with all amendments thereto, are not in conflict with the Laws of the Supreme Lodge or with the laws of the Grand Lodge.

Amendments to these By Laws may be approved by a majority vote of the members present and eligible to vote at a regular or special meeting, the proposed amendments having been submitted in writing and read at the previous regular meeting,

and provided that written note was sent by mail to all members at least five (5) days prior to such meetings.

These By Laws and any amendments thereto shall become effective after passage by the Lodge in assembly and approved by the Grand Council.

ARTICLE XII

LODGE STANDING RULES

- 1. For a hospitalized member, the Lodge shall send flowers or fruit, along with a card, not to exceed 25.00.
- 2. For a deceased member, the Lodge shall send to the immediate family, flowers or a donation to a charity, not to exceed \$50.00.
- 3. For the Grand Lodge of Florida's President and guest, the Lodge shall give complimentary tickets to any and all events.
- 4. To attend the Grand Lodge Quarterly Meetings, the President and his/her guest (or in his absence, the next succeeding officer as listed in Section 1) shall be entitled to two overnight stays at standard rate and the Saturday evening dinner function plus tolls and mileage for the driver of the vehicle at the rate per mile allowed by the Internal Revenue Service.
- 5. There will be a petty cash amount of \$100.00 to be used by the Treasurer when planning and executing Lodge functions.

ARTICLE XIII

The initial Council (Directors/Officers) is constituted as follows:

PRESIDENT

ALBA RENNINGER 12627 Ashmore Green Drive N. Jacksonville, Florida 32246 904.221.1695 VICE PRESIDENT

BIANCA WAUGERMAN 1645 Hawkins Cove Drive W. Jacksonville, Florida 32246

904.996.7776

ORATOR

WILLIAM H. TABONE 3732 Sea Hawk Street E. Jacksonville, Florida 32224 904.223.5508

RECORDING SECRETARY

CHERYL MAURO BERG

7 Burling Way

Jacksonville Beach, Florida 32250

904.242.4929

FINANCIAL SECRETARY

GABRIEL BOVE

10443 Rollingbrook Court Jacksonville, Florida 32256

904.363.6231

TREASURER

JEAN L. INNAMORATO 1166 Fromage Circle W. Jacksonville, Florida 32225

904,721.7170

TRUSTEES

ANTONIETTA BAUZON AIELLO

13577 Capistrano Drive S. Jacksonville Beach, Florida 32250

904.221.4318

CAROLYN BOVE

10442 Rollingbrook Court Jacksonville, Florida 32256

904.363.6231

ANNA MASSEY

1055 Featherwood Drive Atlantic Beach, Florida 32233

904.247.8795

ROSALIE TABONE 3732 Sea Hawk Street E. Jacksonville, Florida 32224

904.223.5508

ELENA WALSH

609 10th Place S.

Jacksonville Beach, Florida 32250

904.246.6478

MISTRESSES OF CEREMONY

AUDREY DODD

1824 Starwan Road E.

Jacksonville, Florida 32211

904.724.2491

PAULA DRIUSSI SHEALY

504 Lighthouse Court

Neptune Beach, Florida 32266

904.247.4997

GUARD

WILLIAM O. JOHNSON JR.

1202 Defender Court

Atlantic Beach, Florida 32233

904.249.4595

ARTICLE XIV

The Registered Agent shall be the Orator.

The initial Registered Agent is:

William H. Tabone 3732 Sea Hawk Street E.

Jacksonville, Florida 32246-5276

Telephone: 904.223.5508

ARTICLE XV

The Incorporator is the President of the Lodge.

Alba Renninger 12627 Ashmore Green Drive N. Jacksonville, Florida 32246 Telephone: 904.221.1695 Having been named as registered agent to accept service of process for the above stated corporation at the place designated in this certificate, I am familiar with and accept the appointment as registered agent and agree to act in this capacity.

Signature/Registered Agent

1/27/03

Date

Signature/Incorporator

1/27/03

Date

