

# N0300000 9860

(Requestor's Name)

(Address)

(Address)

(City/State/Zip/Phone #)

☐

PICK-UP

☐

WAIT

☐

MAIL

(Business Entity Name)

(Document Number)

Certified Copies



Certificates of Status



Special Instructions to Filing Officer:

Office Use Only



400186637384

10/25/10--01036--030 \*\*52.50

FILED  
2010 OCT 26 PM 3:26  
SECRETARY OF STATE  
TALLAHASSEE, FLORIDA

*Amend*

TB

OCT 27 2010

**COVER LETTER**

**TO:** Amendment Section  
Division of Corporations

**NAME OF CORPORATION:** Operation Productive Endeavor, Incorporated

**DOCUMENT NUMBER:** N03000009860

The enclosed *Articles of Amendment* and fee are submitted for filing.

Please return all correspondence concerning this matter to the following:

Anne Pierre

(Name of Contact Person)

Operation Productive Endeavor, Incorporated

(Firm/ Company)

6912 Williams Road

(Address)

Seffner, FL 33584

(City/ State and Zip Code)

a.pierre@newlifetabernacleupc.org

E-mail address: (to be used for future annual report notification)

For further information concerning this matter, please call:

Anne Pierre

(Name of Contact Person)

at ( 813 ) 740-1868

(Area Code & Daytime Telephone Number)

Enclosed is a check for the following amount made payable to the Florida Department of State:

☐ \$35 Filing Fee

☐ \$43.75 Filing Fee &  
Certificate of Status

☐ \$43.75 Filing Fee &  
Certified Copy  
(Additional copy is  
enclosed)

☒ \$52.50 Filing Fee  
Certificate of Status  
Certified Copy  
(Additional Copy  
is enclosed)

**Mailing Address**

Amendment Section  
Division of Corporations  
P.O. Box 6327  
Tallahassee, FL 32314

**Street Address**

Amendment Section  
Division of Corporations  
Clifton Building  
2661 Executive Center Circle  
Tallahassee, FL 32301

Articles of Amendment  
to  
Articles of Incorporation  
of

Operation Productive Endeavor, Inc.

(Name of Corporation as currently filed with the Florida Dept. of State)

N03000009860

(Document Number of Corporation (if known))

FILED  
2018 OCT 26 PM 3:26  
SECRETARY OF STATE  
TALLAHASSEE, FLORIDA

Pursuant to the provisions of section 617.1006, Florida Statutes, this *Florida Not For Profit Corporation* adopts the following amendment(s) to its Articles of Incorporation:

**A. If amending name, enter the new name of the corporation:**

n/a

*The new name must be distinguishable and contain the word "corporation" or "incorporated" or the abbreviation "Corp." or "Inc." "Company" or "Co." may not be used in the name.*

**B. Enter new principal office address, if applicable:**

(Principal office address MUST BE A STREET ADDRESS)

6912 Williams Road

Seffner, FL 33584

**C. Enter new mailing address, if applicable:**

(Mailing address MAY BE A POST OFFICE BOX)

6912 Williams Road

Seffner, FL 33584

**D. If amending the registered agent and/or registered office address in Florida, enter the name of the new registered agent and/or the new registered office address:**

Name of New Registered Agent:

Anne Pierre

New Registered Office Address:

6912 Williams Road

(Florida street address)

Seffner

(City)

Florida 33584

(Zip Code)

**New Registered Agent's Signature, if changing Registered Agent:**

*I hereby accept the appointment as registered agent. I am familiar with and accept the obligations of the position.*

same person

Signature of New Registered Agent, if changing

**If amending the Officers and/or Directors, enter the title and name of each officer/director being removed and title, name, and address of each Officer and/or Director being added:**  
*(Attach additional sheets, if necessary)*

<u>Title</u>	<u>Name</u>	<u>Address</u>	<u>Type of Action</u>
Pres.	Anne Pierre	6912 Williams Road Seffner, FL 33584	<input type="checkbox"/> Add <input checked="" type="checkbox"/> Remove
Direct	Anne Pierre	6912 Williams Road Seffner, FL 33584	<input checked="" type="checkbox"/> Add <input type="checkbox"/> Remove
Pres.	Valensca Charles	6912 Williams Road Seffner, FL 33584	<input checked="" type="checkbox"/> Add <input type="checkbox"/> Remove

**E. If amending or adding additional Articles, enter change(s) here:**  
*(attach additional sheets, if necessary). (Be specific)*

See attached

Delete Anne Pierre as President/CEO

Add Anne Pierre as Board of Director (other directors are to remain as well)

Add Valensca Charles as President/CEO

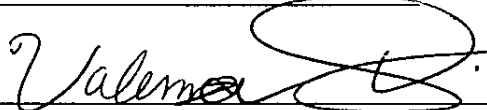
The date of each amendment(s) adoption: October 12, 2010  
(date of adoption is required)

Effective date if applicable: \_\_\_\_\_  
(no more than 90 days after amendment file date)

Adoption of Amendment(s) **(CHECK ONE)**

- ☒ The amendment(s) was/were adopted by the members and the number of votes cast for the amendment(s) was/were sufficient for approval.
- ☐ There are no members or members entitled to vote on the amendment(s). The amendment(s) was/were adopted by the board of directors.

Dated October 12, 2010

Signature 

(By the chairman or vice chairman of the board, president or other officer-if directors have not been selected, by an incorporator – if in the hands of a receiver, trustee, or other court appointed fiduciary by that fiduciary)

Valensca Charles  
(Typed or printed name of person signing)

President/CEO  
(Title of person signing)



Operation Productive Endeavor, Inc.  
Working to Make People Productive

Articles of Amendment

Articles<sup>to</sup> of Incorporation

OPERATION PRODUCTIVE ENDEAVOR, INC.

A NOT-FOR-PROFIT CORPORATION

### ARTICLE I NAME

**Section 1.1** The name of the organization shall be Operation Productive Endeavor, Inc. The organization is a not-for-profit corporation organized under the laws of the State of Florida.

**Section 1.2** This Corporation is organized exclusively for charitable and educational purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code.

**Section 1.3** These Bylaws constitute the code of rules adopted by Operation Productive Endeavor, Inc., for the regulation and management of its affairs.

**Section 1.4** The Corporation may, at its pleasure, by a vote of the membership body, change its name.

### ARTICLE II PURPOSE

**Section 2.1** The purpose for which this corporation has been organized is to provide a series of services designed to reach out to the community through a holistic approach. The goal of this holistic approach is to engage the whole person in an effort to make the individual more productive in his/her community.

**Section 2.2** Services offered will include:

a. *The Food Bank:* The Food Bank will provide food and other life necessities to those who are in need. The food bank will also provide Thanksgiving and Christmas dinners to the homeless.

b. *The Health Unit/Community Resource Fair:* The Health Clinic/Community Resource Fair will be designed to provide free health services to members of the community. The clinic will be held at least twice a year in conjunction to the Resource Fairs at various locations within the community. The Health Unit will offer services provided by doctors, nurses, and other healthcare professionals.

c. *Home for Troubled Teens and Family Life Center:* The Home for Troubled Teens and Family Life Center will provide housing to teens identified as homeless (school records, youth counselors, court appointed); runaways and foster children in transition. Onsite services include: Residential facilities, Counseling, Life Skills services and psychosocial programs available, Referrals and links to County Social Service, Health, Legal, Child Welfare and Education services.

d. *The Family Life Center* will include recreational as well as educational facilities for the general community. Educational opportunities including classrooms, workrooms, and Hillsborough County school programs for the home for troubled teens will also be offered onsite in the Life Center.

**ARTICLE III MEMBERSHIP**

**Section 3.1** Membership in this corporation shall be open to individuals who share the vision of the corporation in offering services designed to reach out to the community through a holistic approach.

## **ARTICLE IV BOARD OF DIRECTORS**

**Section 4.1** Operation Productive Endeavor, Inc., shall be governed by no less than a three (3) member Board of Directors. The Board of Directors shall have full power and authority over the affairs and funds of the corporation, and shall create and/or approve policy. The Board is accountable to its funding sources and membership for assuring that program administration and operations comply with all relevant policies, guidelines and regulations.

**Section 4.2** The Directors to be chosen for the ensuing year shall be chosen at the annual meeting of this corporation in the same manner and style as the officers of this corporation and they shall serve for a term of two (2) years.

**Section 4.3** A Board member may be removed without assigning any cause by a vote of two-thirds of the Board members in office. A Board member may resign at any time by notice to both the Secretary and the President.

**Section 4.4** Directors shall not receive any salaries for their services.

## **ARTICLE V MEETINGS**

**Section 5.1** Meetings of the corporation shall include but not be limited to one (1) annual meeting to facilitate the election of Board members and other business as pertinent to the corporation. The annual meeting of Operation Productive Endeavor, Inc., will be held at a location which shall be designated at least two (2) weeks prior to the date of the meeting. Number and content of additional meetings will be determined by the Board of Directors.

**Section 5.2** Regular meetings of this corporation shall be held at its principal office.



**Section 5.3** The presence of not less than two-thirds of the members shall constitute quorum and shall be necessary to conduct the business of this corporation.

**Section 5.4** Special meetings of the corporation may be called by the President when it is deemed to be for the best interest of the corporation. Notices of such meetings shall be mailed to all members at their addresses as they appear in the membership roll book at least ten (10) days before the scheduled date set for such special meeting. Such notice shall state the reasons that such meeting has been called, the business to be transacted at such meeting and by whom it was called. No other business but that specified in the notice may be transacted at such special meeting without the unanimous consent of all present at such meeting.

## **ARTICLE VI GOVERNANCE**

### **Section 6.1 Officers:**

Officers shall consist of the President, Vice President, Administrative Assistant, Treasurer, and Marketing Director. Officers must be members of Operation Productive Endeavor, Inc. A slate of officers will be presented at the annual meeting of the Board of Directors in the year that officers are to be elected. Elections shall be held the month before the new slate of officers will take office. Each officer shall be elected for a term of two (2) years.

### **Section 6.2 President:**

The President shall call all regular meetings, preside at all meetings, and perform all other duties generally incumbent upon a president, and as prescribed in these Bylaws.

### **Section 6.3 Vice President:**

The Vice President shall preside at meetings in the absence of the President. The Vice President shall assume the office of President may also perform such other

duties as may be requested from time to time by Operation Productive Endeavor, Inc.

**Section 6.4      Administrative Assistant:**

It shall be the duty of the Administrative Assistant to keep records of the membership, record the attendance at meetings, record and preserve the minutes of such meetings, and perform all other duties as may be assigned him/her by the Board of Directors. It shall also be the duty of the Administrative Assistant to preside at meetings in the absence of both the President and Vice President.

**Section 6.5      Treasurer:**

The Treasurer shall have the care and custody of all monies belonging to the corporation, and shall be solely responsible for such monies or securities of the corporation. The Treasurer must be one of the officers who shall sign checks, or drafts of the organization. The Treasurer shall render at stated periods as the Board of Directors shall determine a written account of the finances of the organization and such report shall be physically affixed to the minutes of the Board of Directors of such meeting. The Treasurer shall exercise all duties incident to the office of the Treasurer.

**Section 6.6      Marketing Director:**

The Marketing Director shall oversee and execute all marketing efforts of the corporation. The Marketing Director shall ensure the positive image of the corporation to the community.

**Section 6.7** Any officer elected or appointed to office may be removed by a two-thirds vote of the corporation, whenever in its judgment the best interest of the corporation would be served.

## **ARTICLE VII VOTING**

**Section 7.1** At all meetings, except for the election of officers and directors, all votes shall be by voice. For election of officers, ballots shall be provided and there shall not appear any place on such ballot that might tend to indicate the person who cast such ballot.

**Section 7.2** At any regular or special meeting, if a majority so requires, any question may be voted upon in the manner and style provided for election of officers and directors.

## **ARTICLE VIII ORDER OF BUSINESS**

- I. Roll Call.
- II. Reading of the Minutes of the preceding meeting.
- III. Reports of Committees.
- IV. Reports of Officers.
- V. Old and Unfinished Business.
- VI. New Business.
- VII. Adjournments.

## **ARTICLE IX CONTRACTS, CHECKS, DEPOSITS, FUNDS, FINANCIAL REPORTING**

**Section 9.1** The Board of Directors may authorize any officer or agent of Operation Productive Endeavor, Inc., in addition to officers so authorized by these Bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the organization, and such authority may be general or may be confined to specific instances.

**Section 9.2** All funds of Operation Productive Endeavor, Inc., shall be deposited from time to time to the credit of the organization in such banks, trust companies, or other depositories as the Board of Directors may select.

**Section 9.3** Operation Productive Endeavor, Inc., will handle its financial transactions in the following manner. The treasurer will be solely responsible for depositing checks, drafts or any other monetary transaction type into a financial institution chosen by the Board of Directors. The Treasurer can also withdraw funds however he must receive three approvals before doing so. The signatures required are that of the Treasurer, President and one Board Member. In case the Treasurer is unavailable the Secretary can act as a back up. In that instance the President and two board members will have to grant approval of any withdrawal or transfer. The treasure will provide a monthly budget and financial worksheet at the monthly financial meetings and the monthly meeting with Board of Directors.

## **ARTICLE X GIFTS**

**Section 10.1** The Board of Directors may accept on behalf of Operation Productive Endeavor, Inc., any contribution, gift, bequest, or service for any purpose of the organization.

**Section 10.2** All gifts, contributions, and bequests made to the organization shall, in accordance with the law, be given with “no strings attached.” No gift, contribution, or bequest, made to the organization shall be refundable to any person, corporation, or estate for any reason except by action of the Board of Directors in accordance with applicable law.

**Section 10.3** No part of the net earnings of this corporation shall ever inure to or for the benefit of or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the exempt purposes for which it was formed. No substantial part of the corporation of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or

distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation contributions to which the deductible under section 170 (c) (2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

## **ARTICLE XI AMENDMENTS TO BYLAWS**

**Section 11.1** The Bylaws may be altered, amended, and adopted by a majority vote of the organization's Board members present at any regular meeting or any special meeting of the Board, if at least ten (10) days notice is given of such intention to alter or amend the Bylaws at such meeting.

**Section 11.2** Upon the winding up and dissolution of this corporation, after paying or adequately providing for the debts and obligations of the corporation, the remaining assets shall be distributed to a nonprofit fund, foundation or corporation, which organized and operated exclusively for charitable, educational, or religious and/or scientific purposes and which has established its tax-exempt status under Section 501(c)(3) of the Internal Revenue Code.