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SECRETARY OF STATE
TALLAHASSEE, FLORIDA

#

COVER LETTER

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

SUBJECT: Palatka, Florida, Friends of the Library, 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: Melba Zander
Name (Printed or typed)

601 College Rd.
Address

Palatka, FL 32177
City, State & Zip

(386) 325-0682
Daytime Telephone number

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

ARTICLES OF INCORPORATION
In Compliance with Chapter 617, F.S., (Not for Profit)

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SECRETARY OF STATE
TALLAHASSEE, FLORIDA

ARTICLE I NAME

The name of the corporation shall be:

The Palatka, Florida, Friends of the Library, Inc.

ARTICLE II PRINCIPAL OFFICE

The principal street address and mailing address, if different is:

601 College Rd.
Palatka, FL 32177

ARTICLE III PURPOSE

The purpose for which the corporation is organized is:

The purpose of this organization shall be to aid and promote the activities and goals of the Palatka, Florida Library.

ARTICLE IV MANNER OF ELECTION

The manner in which the directors are elected or appointed:

Section 1. A slate of officers and board of directors will be published by the Nominating Committee at least one month prior to any election. All candidates must have indicated their willingness to serve and to be current members of the Friends. Further nominations may be made from the floor. Section 2. Elections are held at the annual (see attachment)

ARTICLE V INITIAL DIRECTORS AND/OR OFFICERS

List name(s), address(es) and specific title(s):

Melba Zander (P), P.O. Box 520, San Mateo, FL 32187; Annie M. Spell (VP), 5019 Crill Ave., Palatka, FL 32177; Shirley D. Deel (S/T), 1065 S. Moody Rd., Palatka, FL 32177; Sara Dew (Dir.), 308 Silver Lake Rd., Palatka, FL 32177; Glenna Craig (Dir.); 7300 Crill Ave., #63, Palatka, FL 32177

ARTICLE VI INITIAL REGISTERED AGENT AND STREET ADDRESS

The name and Florida street address (P.O. Box NOT acceptable) of the registered agent is:

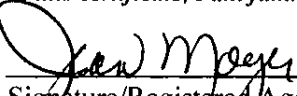
Jean Moyer, Esquire
Jean Moyer, PA, Attorney at Law, 399 Reid St., Palatka, FL 32177

ARTICLE VII INCORPORATOR

The name and address of the Incorporator is:

Melba Zander, P.O. Box 520, San Mateo, FL 32187

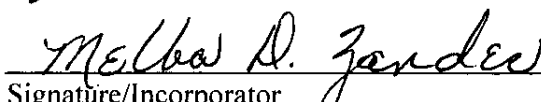
Having been named as registered agent to accept service of process for the above stated corporation at the place designated in this certificate, I am familiar with and accept the appointment as registered agent and agree to act in this capacity.



Signature/Registered Agent

8/18/08

Date



Signature/Incorporator

8/18/08

Date

meeting in January of the odd years. Vote shall be by voice or ballot and plurality shall elect.

Section 3. All officers shall be elected for a two (2) year term, subject to re-election for one term only. This requirement may be specifically modified by a majority vote of the membership present. The Treasurer shall serve until replaced.

EXECUTIVE OFFICERS and BOARD OF DIRECTORS

Section 1. The Executive officers shall consist of a President, Vice President, and Secretary and/or Treasurer and/or Secretary/Treasurer.

Section 2. The Board of Directors shall consist of the Executive officers, standing committee chairs and the two Directors at Large.

This Board shall discuss plans for the welfare and improvement of the Friends, recommend to the Friends for action any proposed business transactions or changes in Friends policy. The Board of Directors shall have the power to make such appropriations from the treasury not provided in the budget, not to exceed four hundred and ninety-nine dollars (\$499.00). Should a vacancy occur in any office during the two year term, the Board of Directors shall have the authority to appoint someone to serve in that office for the unexpired term.

DUTIES OF ELECTED OFFICERS

Section 1. The President shall preside at all meetings of the Friends and of the Board of Directors; shall appoint all committees not otherwise provided for; shall perform such duties as the members shall assign; and shall serve as ex-officio member of all committees except the Nominating committee.

Section 2. The Vice President shall assist the President, and shall perform the duties of the President in his/her absence or inability to serve. This person shall perform such other duties as may be required from time to time by the Board of Directors.

Section 3. The Secretary shall keep accurate minutes of all meetings of the Friends and of the Board of Directors. This person will have custody of all Friends records and will handle or direct all correspondence.

Section 4. The Treasurer shall have charge of all monies and pay all bills incurred by the Friends. This person will collect all dues and gifts, keep accurate records and submit annual reports to the Friends and interim reports to the Board. This person shall be a member of the Budget Committee. Books shall be audited yearly.

BY-LAW AMENDMENTS

By-laws may be amended, altered or repealed, in whole or in part, by a majority vote of the members provided 30 days notice or proposed changes has been given.

PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Roberts Rules of Order newly revised shall govern the Friends in all cases where applicable and where they conform to the Charter.

MEETINGS

- Section 1. The annual meeting of the organization will be held in January.
- Section 2. The Board of Directors meetings will be held monthly. All current members are invited to attend.
- Section 3. Special meeting of the organization or the Board may be called by the President.
- Section 4. A quorum of any meeting will be three (3) members of the Executive Committee.

MEMBERSHIP

- Section 1. Any person regardless of place of residence who is interested may become a member of the organization upon payment of dues.

Section 2.	LEVELS OF MEMBERSHIP		
	Member	\$10.00	per annum
	Family	\$15.00	per annum
	Sustaining Donor	\$100.00	contribution
	Donor (any amount exceeding \$500)		contribution
	Sponsor	\$1000.00	contribution
	Benefactor	\$10,000.00	contribution