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# **COVER LETTER**

FILED SECRETARY OF STATE DIVISION OF CORPORATIONS

2009 FEB 10 PM 4: 09

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

SUBJECT: Marion County Foster Parent Association, Inc.
(PROPOSED CORPORATE NAME – MUST INCLUDE SUFFIX)

Enclosed is an original ai	nd one(1) copy of the Art	icles 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 CO	ADDITIONAL COPY REQUIRED	

FROM:	Stephanie Thompson			
	Name (Printed or typed)			
	1250 SW 144th Court			
	Address			
	Ocala, FI 34481			
	City, State & Zip			
	352-572-0786			
	Daytime Telephone number			

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



# RECEIVED DEPARTMENT OF STATE

09 FEB 10 AM 11: 42

# FLORIDA DEPARTMENT OF STATE Division of Corporations

February 2, 2009

STEPHANIE THOMPSON 1250 SW 144TH COURT OCALA, FL 34481

Parents

SUBJECT: MARION COUNTY FOSTER PARENT ASSOCIATION, INC.

Ref. Number: W09000004996

We have received your document for MARION COUNTY FOSTER PARENT ASSOCIATION, INC. and your check(s) totaling \$87.50. However, the enclosed document has not been filed and is being returned for the following correction(s):

You may file using only one (1) set of articles, either the short form or the long form.

Section 607.0120(6)(b), or 617.0120(6)(b), Florida Statutes, requires that articles of incorporation be executed by an incorporator.

The document must contain written acceptance by the registered agent, (i.e. "I hereby am familiar with and accept the duties and responsibilities as Registered Agent.)

The registered agent must sign accepting the designation.

Please return the corrected original and one copy of your document, along with a copy of this letter, within 60 days or your filing will be considered abandoned.

If you have any questions concerning the filing of your document, please call (850) 245-6973.

Claretha Golden Regulatory Specialist II New Filing Section

Letter Number: 709A00003640

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

# ARTICLES OF INCORPORATION OF STATE OF S **Marion County Foster Parents Association, Inc**

# ARTICLE I...Identification

The name of this Corporation shall be Marion County Foster Parents Association, Inc. sometimes referred to in these bylaws as the Association or MCFPA.

# **ARTICLE II...Principal Office**

The principal office of this corporation shall be 1250 SW 144<sup>th</sup> Court Ocala, Fl. 34481, or such other place as may be selected by the executive board, with a mailing address of 1250 SW 144<sup>th</sup> Court, Ocala, FL 34481.

# ARTICLE III...MISSION, PURPOSES

#### SECTION I - Mission

The Marion County Foster Parents Association, Inc. is a non-profit organization, Committed to strengthening foster families through support, training, public awareness, communication, and advocacy, with the aim of nurturing child safety, well-being, and stability.

#### SECTION II - Purposes

The purposes for which this corporation is organized are exclusively charitable, educational and humanitarian, that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

#### To accomplish this we must:

- 1. Serve as an advocate for the needs of foster parents and foster children.
- 2. Increase opportunities that will benefit the children in foster care.
- 3. Establish organized communications between foster parents and agency staff. Continuously improve communications between foster families, the agency, and the community.
- 4.To assist and aid foster parents when problems arise and to develop a better understanding of the problems within the foster care program.
- Provide support to each other through a buddy system, respite care, referrals to community resources available, etc.
- 5. Provide education and training to the foster parents of Marion county.
- 6. Provide recreational activities for foster children and their foster families.
- 7. Educate the community through schools, churches, civic groups and news media about the role of the foster families.
- 8. Encourage recruitment and retention of good foster homes.
- 8. Solicit, receive and disburse funds, grants and gifts to accomplish the purposes as set forth.

#### SECTION III - Motto

The Motto of this organization shall be "TO SERVE THE NEEDS OF OUR FOSTER CHILDREN AND THEIR CAREGIVERS"

# **ARTICLE IV. . . MEMBERSHIP**

Anyone who becomes a licensed Foster Parent in Marion County is automatically a member of *The Marion County Foster Parents Association, Inc. A prospective member must submit a signed application.* Our mission, purpose, and motto are listed above and we welcome you and your participation to this organization.

#### **SECTION I - Membership**

#### **Regular Members**

Regular membership shall consist of licensed foster parents, and any prospective foster parents approved by the Agency, who support the mission and follow the purposes and uphold our motto to the fullest as set forth in Article II, Sect. I, II, and III of the Bylaws.

Regular members have the right to:

- . be informed of meetings of the Executive Board
- . vote annually on the election of officers
- . vote on any issue presented to the regular membership by the Executive Board
- . chair committees
- . be eligible for any benefits offered by MCFPA

#### SECTION II - Representation

No member of the Association shall represent this Association without the approval of the Executive Board. Before a member undertakes a project, the the Executive Board must be contacted to receive approval.

#### **SECTION III - Dues**

Regular Members are encouraged but not required to contribute .These dues shall be contributed during January of every year. A reminder will be submitted during notification of the annual election meeting. The dues will support the needs of the Association and the children they serve.

# **ARTICLE V...MEETINGS**

#### SECTION I - Notice

Notice of all meetings shall be provided by mail, email, and/or telephone to all members of the Association.

# **SECTION II - Executive Board Meetings**

See Article VI, Sect. II.

# **SECTION III - General Association Meetings**

General Membership meetings of this Association shall be held once a month, January through December. A General Membership meeting may be suspended by a majority vote of the Executive Board.

#### **SECTION IV – Annual Election Meetings**

The Association shall hold a meeting of its members annually in the month of January, at a designated time and place within the Association's jurisdiction for the purpose of holding elections, for the consideration of reports, and for any other transaction of business that may properly come before this meeting.

#### **SECTION V - Special Meetings**

Special meetings of the General Association may be called by the Executive Board. Members of the Association may submit a written request for a special meeting, subject to approval by the Executive Board.

#### **SECTION VI - Quorum**

A quorum for the transaction of business at any General, Special, or Annual meeting of the Association shall be the Active members present in person.

## SECTION VII - Voting

Each active member shall be entitled to one vote.

# ARTICLE VI. . .OFFICERS, ELECTIONS, TERMS AND DUTIES OF EXECUTIVES OFFICERS

#### Section I - Election and Term of Office

The election of officers shall be held every year in January. The names of nominees shall be submitted to the MCFPA by the November meeting. The election will take place at the January general membership meeting. Election shall be by ballot a show of hands, or absentee ballots. Elected officers shall assume their duties at the time of election. A special election shall be held in the event any elected officer is removed from office or resigns.

- 1. The names of the persons who are to serve as officers of the corporation are to be filed with the state yearly.
- 2. The officer of the association shall consist of President, Vice Presidents, Secretary, Treasurer and such other officers and assistant officers and agents as be deemed necessary by the Executive Board. All officers shall be members of the corporation.
- 3. All officers must be active members of the Association at the time of his or her election.
- 4. It is expected that the officers shall attend all Executive Board meetings.
- 5. It is encouraged that all board members will attempt to attend all General Membership meetings.
- 6. All officers shall notify the President as far in advance if unavailable to attend any required meeting.

#### **SECTION III – Vacancies**

Vacancies in any of the Executive Officers are to be filled by a special election. In the event that the vacancy occurs within (6) months of the next Election, the Executive Board has the authority to either appoint a temporary officer or delegate a current officer to fill the position.

#### **SECTION IV – Duties of the Officers**

Each outgoing officer must forward all records of the office to the incoming officer within fifteen (15) days after the last day in office.

- A. President The president shall be the chief executive officer, whose duties and responsibilities include:
- 1. Preside at all regular, special or called meetings of the board, executive committee and the general membership.

- 2. Be responsible for the general management and supervision of the affairs and operation of the association.
- 3. Have the authority to appoint the chairmen to any committees as needed by the association with the approval of the executive board.
- 4. With the elected treasurer, sign all contracts on obligations authorized by the Executive board.
- 5. Cast the deciding vote in the event of any tied issue at the executive board, special or

general membership meetings.

- 6. Officially and publicly represent the Association.
- 7. Perform such other duties as provided by these bylaws or as commonly appertain to the office of president.
- 8. With the Secretary, prepare an Agenda for all meetings and furnish it to all members of the Association at the start of each scheduled meeting.
- 9. Call for an audit of the financial records when desired and/or needed.
- 8. Sign all checks in the absence of the treasurer.

#### B. Vice-President

- 1. The vice-president shall perform the duties of the president when the president is absent or otherwise unable to serve.
- 2. Assist in the development and growth of the Association.
- 3. Perform such other duties as provided by these bylaws.

#### D. Secretary

The secretary shall:

- 1. Keep all the records of the executive board meetings and general membership meetings.
- 2. Submit to the president, members of the executive board and those others the president

might designate, a copy of minutes taken.

- 3. Perform such other duties as provided by these bylaws or as commonly appertain to the office of secretary.
- 4. Prepare an agenda with the President for all meetings and furnish it to all members of the Association at the start of each scheduled meeting.
- 5. Make available at each General Membership meeting copies of the minutes from previous Executive Board meetings.

#### E. Treasurer

The treasurer shall:

- 1. Be responsible for collecting and safeguarding all the funds of the Association.
- 2. Be responsible for all disbursement of funds as authorized by the executive board.
- 3. Submit all financial records to the Executive Board for audit on call.
- 4. Be properly bonded at the discretion of the Executive Board.
- 5. Keep all financial records, i.e. ledgers, receipt books, checkbook and register, and deposit slips, current and up to date.
- 6. Prepare to give a verbal and written financial report during all Executive Board meetings of current year's transactions.
- 7. Assist with an audit prior to each Annual Election meeting.
- 8. Present a financial report to the Association at the Annual Election meeting showing all transactions during the former year.

# ARTICLE VII. . . EXECUTIVE BOARD

# **SECTION I – Composition**

The Executive Board shall consist of the four Officers – President, Vice President, Secretary and Treasurer.

#### **SECTION II - Meetings**

The Executive Board shall hold meetings at least quarterly and at special times as called by the President or two members of the Executive Board. A regularly scheduled meeting may be suspended by a majority vote of the Executive Board.

#### **SECTION III - Voting by the Executive Board**

Except as otherwise specifically prescribed in these Bylaws, all decision at any meeting of the Executive Board shall be by majority vote of those present or voting. Voting by proxy shall not be permitted. In the event of a tie, the President shall make the final decision keeping in mind the betterment of this Association and the children they serve.

### ARTICLE IX- POLICY

**SECTION I-**The Association shall be self-governing, nonprofit, nonpartisan and nonsectarian, and shall not discriminate against any person on account of sex, race, creed, religion or national origin.

**SECTION II** -The Association shall solicit and receive funds for the accomplishment and furtherance of these bylaws.

**SECTION III -** The Association shall not engage in any activities or exercise any powers that are contrary to law or to the primary purposes for which this Association was formed. **SECTION IV- FISCAL YEAR -** The fiscal year of the association shall be January 1 to December 31.

# Article X...Non-Profit Status

No part of the net earnings of the corporation shall inure to 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 purposes set forth in Article. This corporation shall be authorized to exercise powers permitted to corporations under Chapter 617 of the Florida statues, provided, however, that this corporation, in exercising any one or more of such powers shall do so in furtherance of the exempt purpose for which it has been organized, as described in section 501 © (3) of the Internal Revenue Code, or any amendment thereto.

# **Article XI - Parliamentary Authority**

Robert's Rules of Order shall govern the conduct of business in all cases in which they are applicable and not in conflict with these By-laws.

## ARTICLE XII...Dissolution

Upon the dissolution of the organization of all its assets remaining after payment pf all cost and expenses of such dissolution shall be distributed to organizations which have qualified for exemption under section 501 © (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by the Circuit Court of the Fifth Judicial District of Florida, in and for Marion County, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

# **ARTICLE XIII..** Register Agent

The initial Registered Agent of this corporation shall be Stephanie Thompson whose address is 1250 SW 144<sup>th</sup> Court, Ocala, Fl 34481

# ARTICLE XIV... Incorporator

The incorporator of this corporation shall be Stephanie Thompson whose address is 1250 SW 144<sup>th</sup> Court, Ocala, Fl 34481.

# **ARTICLE XIV...AMENDMENTS**

The by-laws of this incorporation may be amended, altered, or rescinded, in whole or in part, only by a majority vote of the members present at any special meeting called for that purpose.

Approved and adopted at the first meeting of the membership of the association on January 19, 2009.

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

Signature / Registered Agent

Signature / Iron Don
Signature / Iron Don
Signature / Incorporator

2-9-2009 Date PH 4: 05 **Initial - Executive Officers-**

Initial Officers:

President – Stephanie Thompson 1250 SW 144<sup>th</sup> Court

Ocala, Fl 34481

Vice President - Katherine Sowers

40 Fir Road

Ocala, FL 34472

Secretary - Kevin Sowers

40 Fir Road

Ocala, FL 34472

Treasurer - Carol Todd 800 NW 57<sup>th</sup> Ave

Ocala, FL 34482