

N110000007011

(Requestor's Name)

(Address)

(Address)

(City/State/Zip/Phone #)

☐ PICK-UP

☐ WAIT

☐ MAIL

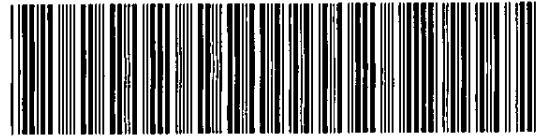
(Business Entity Name)

(Document Number)

Certified Copies _____ Certificates of Status _____

Special Instructions to Filing Officer:

Office Use Only



300230068823

04/19/12--01031--009 **52.50

FILED
SECRETARY OF STATE
DIVISION OF CORPORATIONS
12 APR 19 AM 9:07

Amend/cc
@ 4.20.12

COVER LETTER

TO: Amendment Section
Division of Corporations

NAME OF CORPORATION: HERNANDO COUNTY FIRE CORPS

DOCUMENT NUMBER: N11000000 7011

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

Please return all correspondence concerning this matter to the following:

CHARLES F. KERRIGAN, COMMANDER
(Name of Contact Person)

HERNANDO COUNTY FIRE CORPS
(Firm/ Company)

60 VETERANS AVE
(Address)

BROOKSVILLE, FL 34601
(City/ State and Zip Code)

CFKERRIGAN@AOL.COM
E-mail address: (to be used for future annual report notification)

For further information concerning this matter, please call:

CHARLES F. KERRIGAN at (352) 442-2391
(Name of Contact Person) (Area Code & Daytime Telephone Number)

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

- | | | | |
|--|--|---|---|
| <input type="checkbox"/> \$35 Filing Fee | <input type="checkbox"/> \$43.75 Filing Fee &
Certificate of Status | <input type="checkbox"/> \$43.75 Filing Fee &
Certified Copy
(Additional copy is
enclosed) | <input checked="" type="checkbox"/> \$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

CHANGING ARTICLES OF INCORPORATION

Articles of Amendment
to
Articles of Incorporation
of

HERNANDO COUNTY FIRE CORPS

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

N11000007011

(Document Number of Corporation (if known))

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:

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)

C. Enter new mailing address, if applicable:

(Mailing address MAY BE A POST OFFICE BOX)

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:

(Florida street address)

New Registered Office Address:

_____, Florida _____
(City) (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.

Signature of New Registered Agent, if changing

FILED
SECRETARY OF STATE
DIVISION OF CORPORATIONS
12 APR 19 AM 9:07

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)

Please note the officer/director title by the first letter of the office title:

P = President; V= Vice President; T= Treasurer; S= Secretary; D= Director; TR= Trustee; C = Chairman or Clerk; CEO = Chief Executive Officer; CFO = Chief Financial Officer. If an officer/director holds more than one title, list the first letter of each office held. President, Treasurer, Director would be PTD.

Changes should be noted in the following manner. Currently John Doe is listed as the PST and Mike Jones is listed as the V. There is a change, Mike Jones leaves the corporation, Sally Smith is named the V and S. These should be noted as John Doe, PT as a Change, Mike Jones, V as Remove, and Sally Smith, SV as an Add.

Example:

<input checked="" type="checkbox"/> Change	<u>PT</u>	<u>John Doe</u>
<input type="checkbox"/> Remove	<u>V</u>	<u>Mike Jones</u>
<input type="checkbox"/> Add	<u>SV</u>	<u>Sally Smith</u>

<u>Type of Action</u> (Check One)	<u>Title</u>	<u>Name</u>	<u>Address</u>
1) <input type="checkbox"/> Change <input type="checkbox"/> Add <input type="checkbox"/> Remove	_____	_____	_____ _____ _____
2) <input type="checkbox"/> Change <input type="checkbox"/> Add <input type="checkbox"/> Remove	_____	_____	_____ _____ _____
3) <input type="checkbox"/> Change <input type="checkbox"/> Add <input type="checkbox"/> Remove	_____	_____	_____ _____ _____
4) <input type="checkbox"/> Change <input type="checkbox"/> Add <input type="checkbox"/> Remove	_____	_____	_____ _____ _____
5) <input type="checkbox"/> Change <input type="checkbox"/> Add <input type="checkbox"/> Remove	_____	_____	_____ _____ _____
6) <input type="checkbox"/> Change <input 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.

ARTICLE I
Name and Purpose

Section 1. The organization shall be known as Hernando County Fire Corps.

Section 2. The principal place of business and mailing address is
60 Veterans Avenue Brooksville, Florida 34601

Section 3. The object shall be aiding in the delivery of support services such as but not limited to providing rehab for emergency workers at fire and events at the request of emergency organizations in Hernando County, rendering first aid services at community events, life safety presentations to enhance fire, home, school and wildfire safety awareness for the expressed purpose of reducing injuries and limiting property loss by increasing community awareness. We will also provide ancillary administrative and logistic services for the Hernando County Fire Department as needed. These services will be as adjunct services as long as these duties do not cause loss of existing jobs.

Section 4. Hernando County Fire Corps shall pursue becoming and maintain 501 (C) (3) status with the purpose of securing grants and donations in order to carry out our objectives of providing services as outlined in this document and providing member uniforms and award presentations providing that this is in the best interest of the organization. Members will not be paid but may be reimbursed for expenses incurred in carrying out the goals of the organization. Hernando County Fire Corps may make distributions to other qualified 501 (C) (3) organizations with approval of the membership.

Section 5. No substantial part 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 any candidate for public office. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Section 6. All members are volunteers.

Section 7. The Commanders, Line Officers an appointee of Hernando County Fire Rescue and the immediate outgoing Commander shall be the governing body of Hernando County Fire Corps. The immediate outgoing Commander shall serve on this body until replaced by the next outgoing Commander and as long as they are a member of Hernando County Fire Corps. They may serve as an Honorary member. This governing body shall act as an advisory group to Fire Corps. Only Hernando County Fire Corps members shall have voting rights. This group will consult on use of grant funding and monitor any issues that may come up that appear conflicts of interest.

Section 8. No part of the net earnings of the corporations 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 this Article.

ARTICLE 2

Membership

Section 1. There shall be two classes of membership, active and honorary.

Section 2. No person shall be eligible for active membership in the Corps unless that person is qualified under the Hernando County Fire Corps Constitution and Bylaws. The applicant must be at least 18 and have a valid driver's license. The applicant must be able to serve in the desired position in Fire Corps. A person, for example, that has asthma should not serve on a fire rehab callout but certainly could participate in administrative, educational or logistic functions. These limitations should be made known to an officer by the member.

Section 3. Members shall be a United States citizen or legal alien regardless of race, color, religion, creed or gender. Before becoming a member, a background check will be completed and fingerprints taken by the Hernando County Sheriff's Office and meet the criteria of Homeland Security, Hernando County and Florida State requirements which at the present time is a Level II background check.

Section 4. Any person applying for active membership in the Corps shall obtain the regular application form of the Hernando County Fire Corps from an Officer of the Corps or from the web site. The application shall be properly completed and reviewed. Fire Corps shall submit the application to a Hernando County Fire Rescue designee who shall submit the application to the Sheriff's Office for completion of a background check and fingerprinting. Should the background check come back with any felony convictions, the application will be rejected. Truthful information must be disclosed on the application. Falsifications or omissions on the application of any nature will render the applicant unfit to serve in the Corps.

Section 5. Applicant will become a member upon a acceptable outcome of the background check and receive an identification card with picture provided by the member. During the application process, applicants may attend meetings and training as observers only.

Section 6. Any nonmember who renders an exceptional service to the Corps may be elected into the Corps as an Honorary member. Such proposal for Honorary membership shall be made in writing and presented at a regular Corps meeting. The proposal shall be referred to the officers for review. Upon report of the officers at a regular meeting, the candidate may be confirmed as an Honorary member by a two-thirds affirmative vote of the active members present. An Honorary member shall have no physical responsibilities as active members. Such member shall not ride the apparatus. The Honorary member may be assigned to Corps committees by the Commander. Such member shall have a voice when recognized by the Presiding Officer but shall not have a vote in Corps activities and shall not pay dues or assessments. The Commander shall have the right to exclude an Honorary member should there be a potential for a conflict of interest.

Section 7 Any member may be removed from the Corps for not fulfilling their obligations to Fire Corps as stated in the Constitution and Bylaws of Hernando County Fire Corps. Charges may be brought by any member to the Commander or by the Commander. These charges shall be in writing and investigated by the Officers and acted upon as required by the Bylaws.

Section 8. Dues. Members shall pay \$12 (twelve dollars) per year due April of each year. Failure to pay dues will make a member not in good standing and be subject to dismissal after being three(3) months in arrears.

Section 9. Members must attend at least 50% of all meetings and put in a minimum of 24 hours of service each year to remain a member. A meeting can be made up by volunteering an additional 2 hours per missed meeting. No member shall be able to make up more than two (2) meetings with volunteer hours and those hours shall be in addition to the 24 required. The Officers will review the membership requirements at the end of each year and deal with those members who have not fulfilled the membership obligations.

Section 10. Members will receive a copy of these Constitution and By Laws and sign for it. It is the responsibility of the member to be familiar with the rules and regulations they are to be governed by.

Section 11. Members may be granted a leave of absence for up to six (6) months for all reasons other than military. Military will be for the duration of orders. At the end of the six month period, the member may reapply for additional time. Grants will be reviewed by the Officers. Grants may be requested for health issues, military leave, work related issues or personal reasons. If a leave is requested for personal reasons, only one 6 month leave will be granted. During this time regardless of the leave reason, members are not to wear Fire Corps equipment or represent Fire Corps at events. Membership requirements will stop during leaves except for dues. Dues must be current for leave to be granted. All leaves must be made in writing to the Corps Secretary. Specifics need not be listed and just a broad category need be listed. A member can request to be reactivated at anytime, and Corps requirements will again be in effect.

ARTICLE 3
Elected Officers and Delegates

Section 1. The Officers of the Corps shall consist of a Commander, Deputy Commander for Operations and a Deputy Commander for Administration. Line officer positions will be Public Relations Officer, Training Officer, Logistics Officer. In addition there will be a Secretary, Financial Secretary and Treasurer. The Secretary, Treasurer, Financial Secretary are not line Officers.

Section 2. The terms of office shall be for one year. Should a vacancy occur during the tenure period of any elected officer, a successor shall be elected as soon as possible as numerated in the By Laws. All officers are elected by ballot as defined in the bylaws.

Section 3. Officers shall be elected at the annual meeting each year. There are no term limits.

Section 4. Additional positions may be added to accommodate growth or goals of the organization by a two thirds vote of members present.

Section 5. Duties of the Officers

1. The Commander will

- Preside at all meetings.
- Plan with county officials regarding Fire Corps responsibilities
- Determine goals and objectives of Fire Corps
- Guide the officers of the organization
- With the Treasurer develop a budget or spending guidelines for money obtained through fundraising or grant submissions.
- Have the authority to spend \$200 maximum per month for Corps emergencies without approval from the membership but shall be read into the minutes.
- Appoint committees as needed and be a member ex officio.
- Carryout the constitution and By Laws in a fair and efficient manner.
- Suspend members for violation of Constitution and By Laws and provide hearings as defined in the bylaws.

2. The Deputy Commander for Administration will

- Assume the duties of The Commander in his/her absence.
- Manage personnel issues such as volunteer hours, records of training, certifications, emergency contacts issued equipment.
- Submit all reports as required for Citizens' Corps or Hernando County Fire Rescue.
- Schedule manpower request received from authorized Fire Department personnel.
- Schedule events

3. Deputy Commander for Operations will

- Assume the duties of The Commander in his/her absence
- Work directly with the Training Officer and Logistic Officer to carry out the goals of Fire Corps in regards to training and maintenance of equipment and vehicles.
- Develop Standard Operating Procedures (SOP) and Standard Operating Guidelines(SOG) regarding operational issues and responses.
- Determine equipment purchases that Fire Corps needs to carry out its functions.
- Develop safe scene operations to employ at call outs.
- Develop an accountability system at operational scenes.

4. The Public Relations Officer will

In the absence of the Commander, will be the Public Information Officer for Fire Corps and communicate policies, functions, and general interests of Fire Corps to the public.
To develop and improve the reputation of Fire Corps to the public via various media such as press releases, speakers bureau, radio or TV appearances.
Work with the Deputy Commander for Admin to promote recruiting activities.
Plan with the Hernando County Fire Rescue ,Fire Prevention Office, school and public education events.
Act as a line officer should other officers not be present at events and be familiar with all aspects of Fire Corps.
Manage the web site.
Assume the duties of the Deputy Commander for Administration in their absence.
All other duties assigned by the Commander.

4. The Training Officer will

Develop and coordinate ongoing training to new and veteran members to align skill requirements with Fire Corps needs.
Work with Commanders, Officers and Hernando County Fire Rescue advisor to identify training needs.
Develop a training calendar, course materials and instructors to accomplish the scheduled training.
Evaluate operations to make sure training is effective and if not develop remedial training to bring members up to adequate levels.
Develop and maintain a library of training materials and make them available in headquarters or online.
This position is a line officer and should be familiar with all aspects of Fire Corps.
Hold CPR/AED certification, Emergency Vehicle Operations Course(EVOC) and is familiar with operation of all equipment.
Work with the Logistic Officer to develop training related to proper operation and maintenance of all equipment.
Assume the duties of the Deputy Commander for Operations in their absence.
All other duties assigned by the Commander.

5. The Logistic Officer will

Inventory all operational equipment ,supplies and maintain a working level of same.
Develop a maintenance checklist for inspection of equipment.
Assist the Training Officer in developing training for safe operation of vehicles and equipment.
Develop a maintenance and supply checklist for medical supplies and equipment.
Assist Hernando County Fire Rescue with projects they might request and develop a cadre of members suitable for these assignments.
This position is a line officer and should be familiar with all aspects of Fire Corps.
Assume the duties of the Deputy Commander for Operations in their absence.
All other duties assigned by the Commander.

6. The Secretary will

Take minutes and maintain proper records of such meetings.

Record attendance at meetings and report same to Deputy Commander.

Generate correspondences as requested by the Commanders or results of item agendas requiring correspondence.

Make voting ballots for elections.

Be familiar with web site operation so to notify members of meetings or events.

This position is not that of a line officer and should not assume command of a scene unless they are the first arriving member.

7. The Treasurer will

Keep the Corps finances in order and maintain a proper record of all transactions including receipts and disbursements in ledger format.

Give a monthly report of expenses and receipts at each meeting so they are recorded in the monthly meeting minutes.

Co sign any checks of those listed on the checking account.

The Treasurer and the Commander may not cosign a check if they are related unless authorization is requested and voted on by the membership.

Work with the Financial Secretary so that a second journal is kept of all transactions.

This position is not that of a line officer and should not assume command of a scene unless they are the first arriving member.

8. The Financial Secretary will

Keep a separate set of books or journal to keep duplicate transactions recorded at meetings so that an audit can be conducted once a year.

Collect dues from members and send delinquency notices or contact by phone or email to facilitate collection.

Publish a report of those delinquent or arrears in their dues.

Fulfill the duties of the Treasurer at meetings in the absence of the Treasurer.

ARTICLE 4
Meetings

Section 1. The regular monthly meeting shall be held in the Corps's quarters on the third Monday of each month at 18:30 hours. Since we serve other organizations, we might on occasion hold meetings in the quarters or designated areas of those organizations. In the event that the third Monday of a month shall fall on a legal holiday, religious holy day or on a Corps sanctioned activity, such meeting for that month shall be changed at the direction of the Officers or with the approval of the membership present at a prior meeting . Should an emergency arise and a meeting has to be canceled, a new meeting may be called by the Officers.

Section 2. The Annual meeting shall be held on the first Monday in April at 1800 hours, of each year for the purpose of electing officers. The process will be described in the By law section.

Section 3. Special meetings may be held at any time by order of the Commander or upon written request of (7) seven active members. Calls for special meetings shall specify the time, object or objects thereof and no other business than that stated in the call may be considered at any such meetings.

Section 4. A notice of all meetings stating the time and place shall be prepared and delivered by not less than four days prior to the meeting. Notice may be written, email , One Call or website.

Section 5. Seven active members shall constitute a quorum for the transaction of business.

Section 6. At the Annual Corps meeting and election, the Commander shall appoint the presiding officer, or in the Commander's absence, by the next highest ranking elected Corps Officer.

Section 7. The Commander or presiding officer, with the concurrence of the members present, at any Corps meeting shall have the power to exclude Honorary member where it shall appear to his satisfaction that the continued presence of said member would create a situation resulting in a conflict of interest.

Section 8. Email or website calendar shall be the accepted method of notification. One Call Now will be used for meeting reminders if available. Members who do not have email will have to make other arrangements for notifications.

ARTICLE 5 DISSOLUTION

Section 1. By a vote of a majority of members at a meeting to dissolve, remaining monies will be donated to a qualified 501(c)(3) organization(s) in Hernando County or to the Hernando County Government if it can be for the expressed purpose of providing funds to the Hernando County Fire Rescue Department. Upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future purpose. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes."

The date of each amendment(s) adoption: JANUARY 16, 2012

Effective date if applicable: JANUARY 16, 2012
(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 April 15, 2012
Signature Charles F Kerrigan
(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)

CHARLES F KERRIGAN
(Typed or printed name of person signing)
President
(Title of person signing)