

N19000003035

(Requestor's Name)

(Address)

(Address)

(City/State/Zip/Phone #)

☐ PICK-UP

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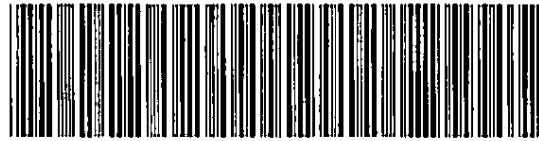
(Business Entity Name)

(Document Number)

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SECRETARY OF STATE  
TALLAHASSEE, FL

## COVER LETTER

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

SUBJECT: Palm Beach County Victim Rights Coalition  
(PROPOSED CORPORATE NAME - MUST INCLUDE SUFFIX) Inc.

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: Coleen LaCosta  
Name (Printed or typed)

205 N Dixie Highway Suite 2.110  
Address

West Palm Beach, FL 33401  
City, State & Zip

561-408-7779  
Daytime Telephone number

coleen@speakupforkidspbc.org  
E-mail address: (to be used for future annual report notification)

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

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

ARTICLE I NAME

The name of the corporation shall be:

Palm Beach County Victim Rights Coalition Inc.

ARTICLE II PRINCIPAL OFFICE

Principal street address:

Mailing address, if different is:

205 N Dixie Highway Suite 2.110

West Palm Beach, FL 33401

ARTICLE III PURPOSE

The purpose for which the corporation is organized is:

Palm Beach County Victim Rights  
Coalition Inc. was created to raise awareness about  
Victims' Rights and improve services for crime victims  
in Palm Beach County.

ARTICLE IV MANNER OF ELECTION

The manner in which the directors are elected and appointed:

as provided in the  
bylaws. (nominated,  
vetted,  
majority vote)

ARTICLE V INITIAL OFFICERS AND/OR DIRECTORS

Name and Title: \_\_\_\_\_ Name and Title: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

Name and Title: \_\_\_\_\_ Name and Title: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

Name and Title: \_\_\_\_\_ Name and Title: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

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TALLAHASSEE, FL

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Name and Title: \_\_\_\_\_ Name and Title: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

Name and Title: \_\_\_\_\_ Name and Title: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

**ARTICLE VI REGISTERED AGENT**

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

Name: Coleen LaCosta  
Address: 205 N. Dixie Highway Suite 2.110  
West Palm Beach, FL 33401

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**ARTICLE VII INCORPORATOR**

The name and address of the Incorporator is:

Name: Coleen LaCosta  
Address: 205 N. Dixie Highway Suite 2.110  
West Palm Beach, FL 33401

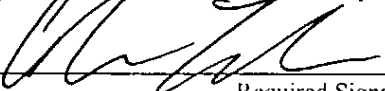
**ARTICLE VIII EFFECTIVE DATE:**

Effective date, if other than the date of filing: \_\_\_\_\_. (OPTIONAL.)

(If an effective date is listed, the date must be specific and cannot be more than five days prior or 90 days after the filing.)

**Note:** If the date inserted in this block does not meet the applicable statutory filing requirements, this date will not be listed as the document's effective date on the Department of State's records.

*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*

  
Required Signature of Registered Agent

1/15/19  
Date

*I submit this document and affirm that the facts stated herein are true. I am aware that any false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s.817.155, F.S.*

  
Required Signature of Incorporator

1/15/19  
Date



**Palm Beach Victim Rights Coalition  
Guidelines**

Drafted January 10, 2011

Adopted February 9, 2011

Amended September 12, 2012

Adopted October 10, 2012

The Palm Beach Victim Rights Coalition (PBVRC) is a coalition of individuals representing crime victim assistance agencies and organizations, allied professionals, volunteers who assist victims of crime, as well as, members of the community, advocates, activists, and survivors whose lives have been impacted by crime.

**Mission:**

The mission of the PBVRC is to raise awareness about Victims' Rights and improve services for crime victims in Palm Beach County.

**Membership:**

There is no membership fee to join PBVRC. A member is any person who wants to join the PBVRC who forward contact information to be added to the email list and attends Coalition general meetings as scheduled. A "member in good standing" attends regularly scheduled monthly meetings a minimum of once per quarter, volunteers to sit on one of the committees, and attends committee meetings as scheduled by the chair person, will be active and engaged in community activities and committee work; and will represent the PBVRC in a professional and ethical manner. Each member makes a commitment to be active and contribute to the coalition through participation in scheduled events or to represent the PBVRC when collaborating with other community agencies or organizations. A "Coalition supporter" is an individual who may or may not attend regularly scheduled meetings, but supports Coalition events by disseminating activity information, participating in Coalition activities and events, and by demonstrating a commitment of the Coalition's mission in the community. The PBVRC is not incorporated as a not for profit organization nor is it a tax exempt organization.

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### **Meetings:**

The regular monthly meetings of the PBVRC are scheduled for the second Wednesday of each month beginning at 2:00pm and will conclude no later than 4pm and are subject to change with prior notice to the membership. Special committee meetings may be scheduled before or after the regularly scheduled monthly meetings, or at any other time determined by the committee chair. E-mail or printed fax meeting reminders, along with agenda for the meeting, and minutes of the preceding meeting will be transmitted to the membership by the Secretary no later than the Monday before the Wednesday meeting. Parliamentary procedures will be followed at all meetings, and all votes will require a majority vote for passage. A quorum is defined as a majority of those members present at the meeting at which the vote is taken.

### **Election of Officers:**

Nominations for Officers must be members of the PBVRC in good standing, as defined under the "Membership" section of the guidelines.

The Officers will be made up of President, Vice President, Secretary, and Treasurer. The Officers of the PBVRC will be nominated and selected through a nomination committee that will vet each nomination and make sure they are in compliance with the membership guidelines of member in good standing. The nominations will then be presented to the general membership and will be selected through the majority vote by the membership at its regularly scheduled May monthly meeting and begin their term of office with the following June meeting. All Officers will serve a term of two years and will not be permitted to serve more than two consecutive terms. Should an Officer be unable to complete his or her term, the remaining Officers will select through majority vote, an individual to fill the unexpired term remaining for the position and must be confirmed through a majority vote of the membership.

### **Duties and Responsibilities of Officers:**

The President shall conduct the regularly scheduled monthly meetings, work with other Officers to identify agenda items or other issues of concern for discussion at the

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monthly meetings, shall solicit volunteers or appoint Committee Chairs, and shall represent the PBVRC in the community at activities or other events, and inform the membership of activities, events, and any other issues that may need to be addressed.

The Vice President shall support the President and conduct monthly meetings when the President is unable to be in attendance, and shall represent the coalition when and where necessary. The Vice President also will accept and ~~maintain the file of membership~~ applications and provide email addresses to the Secretary to develop and maintain the membership list.

The Secretary shall take the minutes at all the meetings, submit the minutes to the President for review, and after approval shall e-mail or fax printed minutes to the Secretary no later than three weeks after the meeting at which the minutes were taken. In the event the Secretary is unable to attend the meeting, he or she shall identify another member to take the minutes at the meeting and follow up with the member after the meeting to receive the minutes for distribution to the President and the Secretary. The Secretary shall distribute to the membership the minutes of the preceding meeting, the meeting reminder and the agenda for the upcoming meeting via email or fax no later than the Monday before the Wednesday meeting. He or she shall electronically distribute, to the membership, any correspondence received and forwarded by the President and forward it to the general membership.

The Treasurer will maintain funds raised by the Coalition and will provide an accounting of the balance at the regularly scheduled monthly meetings.

#### Committees:

Standing or special committees may be added as deemed necessary by the membership. Committee meetings will be coordinated with the regularly scheduled meeting, and will be scheduled before or after the monthly meetings, and may be placed on the agenda during the monthly meetings, respecting the time commitment made by the members.

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## Standing Committees:

### Advocate of the Year Committee:

The Advocate of the Year Committee will be made up of the current Executive Board of the PBVRC and previous Advocate of the Year award recipients of the award who are current PBVRC members in good standing. The committee chair will be determined by the committee members. This committee will send out the nomination forms to all PBVRC members, receive nomination forms, review all submissions for advocate of the year, and select one by the committee's majority vote to be the recipient of the award. The only exception for participation in this committee would be if any members of the committee are nominated for the current year's Advocate of the Year award. Once this process is complete, the committee chair, as assigned by the committee, will order the Advocate of the Year award for presentation at the National Crime Victims' Rights Week Awards Luncheon and inform the previous year's recipient or designee, who will deliver the award to the Advocate of the Year.

### Special Committees:

#### Nominating Committee:

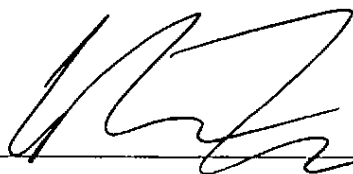
Shall be created to identify and contact members interested in serving as officers and place their names on the ballot to be elected by a majority vote of the membership.

These general guidelines for the PBVRC may be modified at any time with a majority vote of the membership.

These general guidelines were amended, voted on, and approved by the majority vote of the membership on October 10, 2012, and signed by the current President representing the membership.

Signature of President: \_\_\_\_\_

Date: \_\_\_\_\_



1/15/19

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FLORIDA DEPARTMENT OF STATE  
Division of Corporations

January 28, 2019

COLEEN LACOSTA  
205 N DIXIE HIGHWAY STE 2110  
WEST PALM BEACH, FL 33401 US

SUBJECT: PALM BEACH COUNTY VICTIM RIGHTS COALITION  
Ref. Number: W19000008849

We have received your document for PALM BEACH COUNTY VICTIM RIGHTS COALITION and your check(s) totaling \$87.50. However, the enclosed document has not been filed and is being returned for the following correction(s):

The name must contain a word that will clearly indicate that it is a corporation. Such words include: CORPORATION, CORP., COMPANY, CO., INC., and INCORPORATED.

Please return 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) 245-6052.

Ingrid D Kelly  
Regulatory Specialist II

Letter Number: 619A00001983

\* Palm Beach County Victim Rights Coalition  
Inc.