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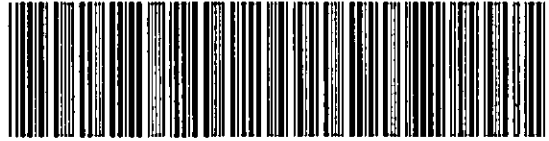
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ARTICLES OF INCORPORATION
In Compliance with Chapter 617, F.S., (Not for Profit)

ARTICLE I - NAME

The name of the corporation shall be:

AIR TIGHT MOVEMENT INC.

ARTICLE II - PRINCIPAL OFFICE

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

The principal street address shall be 1752 SW Angelo Street, Port St. Lucie, FL 34953
and any other such place or places as the board may deem from time to time.

ARTICLE III - PURPOSE

The purpose for which the corporation is organized is:

To institute an educational / networking system that develops programs that are geared toward uplifting communities, youth internship employable and economic development initiatives and opportunities; financial support for progressive causes; commitment to public services.

ARTICLE IV - MANNER OF ELECTION

The manner in which the directors are elected or appointed:

Directors will be selected by the incorporator and there after will be through a quorum vote of the appointed board of directors.

ARTICLE V- INITIAL DIRECTORS AND/OR OFFICERS

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

President - Jabari G.T Taylor, 1752 SW Angelo St, Port St. Lucie, FL 34953
Vice Pres/Treasurer- Takiyah Carr, 1752 SW Angelo St, Port St. Lucie, FL 34953
Business Liaison – Patrick Machayo, 4005 Gypsy Lane, Philadelphia, PA 19129

ARTICLE VI - INITIAL REGISTERED AGENT AND STREET ADDRESS

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

Jabari G.T Taylor, 1752 SW Angelo St, Port St. Lucie, FL 34953

ARTICLE VII - INCORPORATOR

The name and address of the Incorporator

Jabari G.T Taylor, 1752 SW Angelo St, Port St. Lucie, FL 34953

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ARTICLE VIII - DISSOLUTION

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 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 a Court of Competent Jurisdiction 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.

ARTICLE IX- LIMITATIONS

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 Third hereof. 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 or in opposition to 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 the 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 the corresponding section of any future federal tax code.

If reference to federal law in articles of incorporation imposes a limitation that is invalid in your state, you may wish to substitute the following for the last sentence of the preceding paragraph: "Notwithstanding any other provision of these articles, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this corporation."

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

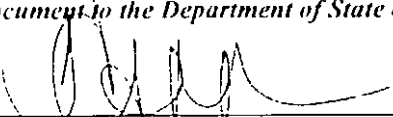


Required Signature of Registered Agent

10/15/21

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

10/15/2021

Date

**BY LAWS
OF
AIR TIGHT MOVEMENT INC.**

ARTICLE I – NAME

The name of the corporation shall be:

Air Tight Movement Inc.

ARTICLE II – REGISTERED AGENT

The Registered Agent for the corporation is:

Jabari G. T Taylor

ARTICLE III – INCORPORATOR

The Incorporator of this corporation is:

Jabari G. T Taylor

ARTICLE IV – PRINCIPLE OFFICE

The corporation's principal office shall be located either within or outside of Port Saint Lucie, Florida. The corporation's most current Annual Report, filed with the Florida State Division of Corporation shall identify the location of the principle office. The corporation may have other offices, either within or outside of Port Saint Lucie, Florida. The Secretary of the corporation shall maintain a copy of the records.

ARTICLE V – PURPOSE

The purpose for which this corporation is organized is:

This corporation is organized exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as now enacted or hereafter amended, including, for such purposes, the making of distributions to organizations that also qualify as Section 501(c)(3) exempt organizations. To this end, the corporations purchase shall be that which have been described within the Articles of Incorporation.

All funds whether income or principal, and whether acquired by gift or contribution or otherwise, shall be devoted to said purposes as fully and to the same extent as natural persons might or could do, and in any part of the world.

ARTICLE VI – DURATION

The existence of this corporation is perpetual.

ARTICLE VII – LIMITATIONS

At all times the following shall operate as conditions restricting the operations and activities of the corporation:

1. Air Tight Movement Inc., shall have the status of an organization, which is exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code.
2. No part of the net earnings of the corporation shall inure to any member of the corporation not qualifying as exempt under Section 501(c)(3) of the Internal Revenue Code of 1986, as now enacted or hereafter amended, nor to any Director or officer of the corporation, nor to any other private persons, excepting solely such reasonable compensation that the corporation shall pay for services actually rendered to the corporation, or allowed by the corporation as a reasonable allowance for authorized expenditures incurred on behalf of the corporation;
3. No substantial part of the activities of the corporation shall constitute the carrying on of propaganda or otherwise attempting to influence legislation, or any initiative or referendum before the public, and the corporation shall not participate in, or intervene in (including by publication or distribution of statements), any political campaign on behalf of, or in opposition to, any candidate for public office.
4. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986, as now enacted or hereafter amended.
5. The corporation shall not lend any of its assets to any officer or director of this corporation or guarantee to any person the payment of a loan by an officer or director of this corporation.

ARTICLE VIII - RECORDS

- (A) **Minutes and Accounting Records.** The corporation shall keep a permanent record of the minutes of all meetings of its Board of Trustees, a record of all actions taken by the Board of Trustees without a meeting, and a record of all actions taken by committee of the Board of Trustees acting in place of the board and on behalf of the corporation. The corporation shall maintain appropriate accounting records.
- (B) **Form.** The corporation shall maintain its record in written form or in another form capable of conversion into written form within a reasonable time.
- (C) **Other Records.** The corporation shall keep a copy of the following records at its principle office or at a location from which the records may be recovered within 2 business days.
 1. Its articles or restated articles of incorporation and all amendments to them currently in effect;
 2. Its bylaws or restated bylaws and all amendments to them currently in effect;
 3. resolutions adopted by its Board of Trustees;
 4. the financial statement furnished for the past 3 years to the Board of Trustees;
 5. a list of the name and business addresses of its current Trustees and Officers;
 6. Its most recent annual report delivered to the Secretary of State.

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ARTICLE IX – MEMBERS/CHAPTERS

Section 1. The membership of Air Tight Movement Inc., shall be open to all who share in its mission and purpose, who are approved and in good standing as defined by the Executive Committee.

Section 2. The Executive Committee may determine any membership fees or other assessments imposed upon individual members. The Board of Trustees may, at its discretion terminate the membership (this does not refer to the Official Board of Directors) of any person or chapter at any time by written notice.

Section 3. The divisions of Air Tight Movement Inc., shall be local chapters. The chapter shall cover a territorial area smaller than a state such as a city or several towns not necessarily within close proximity. The chapters shall promote the mission, purpose and goals of Air Tight Movement Inc.

ARTICLE X - BOARD OF TRUSTEES

Section 1. **General Powers.** All corporate powers shall be exercised by or under the authority of the Board of Trustee however, the Founder/President shall oversee such powers and authority for the duration of the corporation's existence, unless he resign, expires or relinquishes such authority. The business and affairs of the corporation shall be managed under the direction of the Board of Trustees and the Incorporator.

Section 2. **Nominations of the Board of Trustees.** Sixty days before each annual meeting the President will determine if there will be new board member nominations. The Secretary will notify all voting members of the nomination period deadline and procedures. The President and Executive Committee will review all nominations to determine who is eligible to be on the ballot. The authorized number of trustees shall not be less than three (3) until changed by a duly adopted amendment of these bylaws. Each Trustee shall have one (1) vote on any matter that comes before the board.

Trustees shall serve two (2) year terms, and shall be elected at the annual business meeting of the Board of Trustees. If the Trustee's term expires, the Trustee shall continue to serve until the President and Executive Committee has elected and qualified a successor or there is a decrease in the number of Trustees. Trustees need not be residents of Port Saint Lucie, FL.

Section 3. **Removal of Board of Trustee Members.** The Board may remove a Trustee with or without cause through a quorum vote of the existing board of directors, if a majority of the Trustees present at a duly constituted meeting votes for the removal. Removal is effective only if it occurs at a meeting called for that purpose. Notice must be sent to all trustees that the purpose of the meeting is removal. In the event of a Trustee's removal, the individual(s) will be immediately relieved of their duties.

Section 4. **Regular Meetings.** The Board of Trustees shall hold a regular meeting at least once per quarter. One of these quarterly meetings shall be designated as the board's annual business meeting, for the purpose of electing Trustees. The Board of Trustees may provide, by resolution, the date, time

and place (which shall be within the county where the company's principal office is located) of additional regular meetings. Regular Board of Trustee meetings may be held by conference telephone, if convened in accordance with section 6.

Section 5. **Special Meetings.** Special meetings of the Board of Trustees shall be held whenever called by the President, or any three members. The Secretary shall give notice of each special meeting of the Board of Trustees by phone or email. Special meetings may be held by conference telephone, if convened in accordance with section 6.

Section 6. **Meetings by Conference Telephone.** If authorized by the President, any designated board member of the corporation may participate in a board meeting by means of a conference telephone or similar communications equipment, provided that all persons entitled to participate in the meeting receive proper notice of the telephone meeting and provided that all persons participating in the meeting can hear each other at the same time. A trustee or committee director in a conference telephone meeting is deemed present in person at the meeting. The chairperson of the meeting may establish reasonable rules for conducting the meeting by phone.

Section 7. **Ex-officio Members of the Board.** The Officers, Executive Directors or Managers of the corporation shall serve as non-voting, ex-officio members of the Board. They are members by virtue of their office. Each ex-officio member or director shall be entitled to one vote only if the individual is a regularly elected or appointed board member.

ARTICLE XI – EXECUTIVE COMMITTEE

Section 1. **General Powers.** The Executive Committee shall have the general responsibility for carrying out the directives of the Board of Trustees and the Incorporator for . Air Tight Movement Inc. The Executive Committee works directly with . Air Tight Movement Inc. President to support ongoing functions of . Air Tight Movement Inc. The Chief Executive Officer will make recommendations to the Board of Trustees who will carry out his directives. If his position has not been filled due to any given reason the appointed Board of Directors will make any and all recommendations and through a quorum vote such recommendations will be deemed so. The Executive Committee consists of all directors of the . Air Tight Movement Inc.'s departments:

Director of Finance Department

Director of Public Relations Department

Director of Educational Services Department

Director of Spiritual Services Department

Director of Health and Social Services Department

Section 2. **Qualifications.** Persons having special knowledge or expertise in particular fields of the . Air Tight Movement Inc., activities.

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Section 3. **Number of Terms.** The number of Executive Committee members including officers at a minimum of five. Members will serve a two year term.

Section 4. **Nomination and Election of Executive Committee.** The chairperson will appoint a nomination committee of three or more members to elect new Executive members to the committee. A majority vote of the members is required for election.

Section 5. **Vacancies.** Any vacancy on the Executive Committee may be filled by the Executive Committee/President and elected by quorum.

Section 6. **Regular Meetings.** The Executive Committee will meet once a month. The time and place for said meeting will be set by the committee. Regular meetings may also be held by conference telephone, if convened in accordance with section 8.

Section 7. **Special Meetings.** Special meetings of the Executive Committee shall be held whenever called by the President, or any three members. The Secretary shall give notice of each special meeting of the Executive Committee by phone or email.

Section 8. **Meetings by Conference Telephone.** If authorized by the President, any designated committee director of the corporation may participate in a board or committee meeting by means of a conference telephone or similar communications equipment, provided that all persons entitled to participate in the meeting receive proper notice of the telephone meeting and provided that all persons participating in the meeting can hear each other at the same time. A committee director in a conference telephone meeting is deemed present in person at the meeting. The chairperson of the meeting may establish reasonable rules for conducting the meeting by phone.

Section 9. **Voting.** Each director of the Executive Committee shall have one vote. Simple majority rules except for amendments to the mission statement, bylaws, and dissolution. In both cases two thirds committee approval is required.

Section 10. **Removal of Executive Committee Members.** One or more if the Committee members may be removed at a meeting of the Committee by the majority vote. No Executive Committee member may be removed unless a special meeting has been scheduled with a notice in writing stating that its purpose is to vote upon the removal of one or more of the Executive Committee members named in the notice.

Section 11. **Resignation.** An Executive Committee member may resign at anytime by giving written notice to the President of Air Tight Movement Inc. A resignation is effective when notice is given unless the notice specifies a future date.

Section 12. **Compensation and Indemnification.** Executive Committee members shall not receive compensation for services rendered on behalf of Air Tight Movement Inc., may reimburse/ indemnify any Executive Committee member for pre-approved expenses upon surrender of receipt.

Nothing herein contained shall be construed to prevent an Executive Committee member from serving . Air Tight Movement Inc., in any other capacity and receiving compensation for such services.

Section 13. **Executive Committee Member Elections.** The President/Registered Agent/Incorporator is not an elected official. The Executive Committee Members shall be elected annually by the committee. Each officer shall hold office until his/her successor shall been duly elected.

Section 14. **Election Procedure.** The Executive Committee members will take recommendations from voting Executive Committee members as to potential members. The Executive Committee members will then select new members. Executive Committee members will be selected by election and a simple majority of the committee is required to elect. If a simple majority is not met, runoff between top vote getters will be held to determine who will become a member.

ARTICLE XII – OFFICERS

Section 1. The officers of . Air Tight Movement Inc., shall be a President, a Vice President, a Secretary, Treasurer and Assistant Treasurer. No person may hold more than one elected office at a time with the exception to the President. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted . Air Tight Movement Inc. The Founder/Incorporator is not an appointed or elected official and will assume his position as such until he resigns or expires.

Section 2. **Removal of Officers.** The President of the Board of Trustees may remove any officer or agent at anytime, with or without cause. The removal shall be without prejudice to the contract rights, if any, of the person removed. A board's appointment of an officer or agent shall not of itself create contract rights.

Section 3. **President.** The President shall be subject to control of the Board of Trustees, and shall in general oversee the business affairs of the corporation. He shall attend all meetings of the members and of the Board of Trustees and by virtue of their office be President of the Executive Committee. The President shall have the power to delegate authority and veto decisions. The President will sign corporation deeds, mortgages, bonds, contracts, or other instruments.

Section 4. **Vice President.** The Vice President shall perform the president's duties if the president is absent, expires or is unable to act with the exception of the authority and power to veto pre-existing decisions. The Vice-President shall preside over all Executive Committee meetings.

Section 5. **Secretary.** The Secretary shall:

- (a) Create and maintain one or more books for the minutes of proceedings of the Board of Trustees;
- (b) Provide that all notices are served in accordance with these bylaws or as required by law;
- (c) When requested or required, authenticate any records of the corporation;
- (d) Keep current register of the residential and/or post office address of each trustee;

- (e) In general perform all duties incident to the office of Secretary and any other duties that the President or Board may assign to the Secretary.

Section 6. **Treasurer.** The Treasurer shall:

- (a) Keep accurate financial records for the organization;
- (b) Deposit money, drafts, and checks in the name and credit of the organization in the banks and depositories designated by the President or the Board;
- (c) Endorse for deposit notes, checks, and drafts received by the organization as ordered by the Executive Committee members making proper vouchers for the deposit;
- (d) Disburse organizational funds and issues checks and drafts in the name of the organization as ordered by the Board of Trustees or Executive Committee;
- (e) Upon request, provide the President or the Board of Trustees an account of transactions by the Treasurer and of the financial condition of the corporation; and
- (f) Submit the books and records to a Certified Public Accountant or other Accountant for annual audit or review;
- (g) Perform other duties prescribed by the Board of Trustees or by the President. The Assistant Treasurer will assist in all duties of the Treasurer.

Section 7. **Loans to or Guarantee for Officers.** The corporation may not lend money to or guarantee the obligation of an officer of the corporation.

ARTICLE XIII - NOTIFICATION OF NEW YORK DIVISION OF CORPORATIONS

Section 1. **Notification of the Division of Corporations.** Upon written consent of the Founder/Incorporator, the Secretary of the corporation shall notify the division of corporation of the State of Florida when dissolution, indemnification, merger, removal of directors, and the sale of assets (as defined in the Florida Nonprofit Corporation Act) occur. The Secretary shall deliver notice in the manner required by each event and cooperate with the Division of Corporations in providing necessary information.

(A) **Dissolution**

- (1) In the event of dissolution, the Secretary shall give the Division of Corporations written notice that the corporation intends to dissolve at or before the time the Secretary delivers Articles of Dissolution to the Secretary of State. The notice must include a copy or summary of the plan of dissolution.
- (2) The corporation shall not transfer or convey assets as part of the dissolution process until 20 days after the Secretary has given the written notice required by section 5. (1) (i) to the Division of Corporations has consented in writing to the dissolution or indicated that the Division of Corporations will not take action in respect to transfer or conveyance, whichever is earlier.
- (3) When the corporation has transferred or conveyed all or substantially all of its assets following approval of dissolution, the board shall deliver to the Division of Corporations a list showing those, other than creditors, to whom the corporation transferred or conveyed assets. The list must indicate the address of each person, other than creditors, who received assets. And an indication of what assets each received.

(B) Indemnification

The Secretary must give the Division of Corporations written notice of its proposed indemnification of a director. The corporation may not indemnify a director until 20 days after the effective date of the written notice.

(C) Merger

The Secretary must give written notice to the Division of Corporations of a proposed plan of merger, at least 20 days before consummation of any merger.

(D) Removal of Directors

The Secretary must give written notice to the Division of Corporations if the corporation commences a proceeding to remove any director by judicial proceeding.

(B) Sale of assets

The Secretary of the corporation must give written notice to the Division of Corporations 20 days before it sells, leases, exchanges, or otherwise disposes of all or substantially all of its property if the transaction is not in the usual and regular course of its activities, unless the Division of Corporations has given the corporation a written waiver of this subsection.

ARTICLE XIV- INDEMNIFICATION OF DIRECTORS, OFFICERS AGENTS, AND EMPLOYEES

Section 1. **Indemnification of Directors.** The indemnification process is as follows:

(A) General. An individual made a party to a proceeding because the individual is or was a director of the corporation may be indemnified against liability incurred in the proceeding, but only if the indemnification is both.

- (1) determined permissible and;
- (2) authorized, as defined in subsection (b) of this section 1 (The indemnification is further subject to the limitation specified in subsection (d) of section 1).

(B) Determination and Authorization. The corporation shall not indemnify a director under section 1 of Article unless:

- (1) Determination. Determination has been made in accordance with procedure set forth in Florida Nonprofit Corporation Act that the director met the standard of conduct set forth in subsection (c) below and;
- (2) Authorization. Payment has been authorized in accordance with procedures listed in the Florida Nonprofit Corporation Act based on a conclusion that the expenses are reasonable, the corporation has the financial ability to make the payment, and the financial resources of the corporation should be devoted to this use rather than some other use by the corporation.

(C) Standard of Conduct. The individual shall demonstrate that:

- (1) the individual acted in good faith; and

- (2) the individual reasonably believed:
- (3) in acting in an official capacity with the corporation, that the individuals conduct was in the corporation's best interests;
- (4) in the case of any criminal proceeding, that the individual had no reasonable cause to believe that the conduct was unlawful.

A director's conduct with respect to an employee benefit plan for a purpose the director reasonably believed to be in the interests of the participants in or beneficiaries of the plan is conduct that satisfies the requirement of subsection (c) (2).

The termination of a proceeding by judgment, order, settlement, conviction, or upon a plea of nolo contendere or its equivalent, is not, of itself, a determination that the director did not meet the standard of conduct described in this section.

- (D) No indemnification Permitted in Certain Circumstances. The corporation shall not indemnify a director under section 1 of Article if:
 - (1) the director was adjudged liable to the corporation in a proceeding by or in the right of the corporation; or
 - (2) the director was adjudged liable in any other proceeding charging that the director improperly received personal benefit, whether or not the individual acted in an official capacity.

- (E) Indemnification Limited. Indemnification permitted under section 1 of Article In connection with a proceeding by the corporation or in the right of the Corporation is limited to the reasonable expenses incurred in connection with the proceeding.

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Section 2. Advance Expenses for Directors. The company may pay for or reimburse, in advance of final disposition of the proceeding, the reasonable expenses incurred by a director who is a party to a proceeding if:

- (1) by following the procedures of the Florida Nonprofit Corporation Act the board directors determined that the director met requirements (3) – (5) listed below; and
- (2) the Board of Trustees authorized an advance payment to a director; and
- (3) the director has furnished the corporation with a written affirmation of the director's good faith belief that the director has met the standard of conduct described in section 1 of Article; and
- (4) the director has provided the corporation with a written undertaking, executed personally or on the director's behalf, to repay the advance if it is ultimately determined that the director did not meet the standard of conduct; the director's undertaking must be an unlimited general obligation, but need not be secured, and the corporation may accept the undertaking without reference to financial ability to make repayment; and
- (5) the Board of Trustees determines that the facts then known to it would not preclude indemnification under section 1 of this Article or the Florida Nonprofit Corporation Act.

Section 3. **Indemnification of Officers, Agents and Employees.** The Board of Trustees may choose to indemnify and advance expenses to any officer, employee, or agent of the corporation applying those standards described in sections 1 and 2 of Article.

Section 4. **Mandatory Indemnification.** Notwithstanding any other provisions of these bylaws, the corporation shall indemnify a director or officer, who was wholly successful, on the merits or otherwise, in the defense of any proceeding to which the director or officer was a party because he or she is or was a director or officer of the corporation, against expenses incurred by the director or officer in connection with the proceeding.

ARTICLE XV - CONTRACTS, LOANS, BANK ACCOUNTS & SPECIAL CORPORATE ACTS

Section 1. **Contracts.** The President, Vice President and on special occasions, the Secretary are the only authorized officers that may enter into any contract or execute or deliver any instruments in the name of and on behalf of the corporation and such authorization may be general or confined to specific instruments.

Section 2. **Loans.** The corporation shall not allow anyone to contract on behalf of it for indebtedness for borrowed money unless the President and the Board of Trustees authorizes such a contract by resolution. The corporation shall not allow anyone to issue evidence of the corporation's indebtedness unless the Board of Trustees authorizes the issuance by resolution. The authorization may be general or specific.

Section 3. **Bank Accounts.** The President and Treasurer of . Air Tight Movement Inc., shall have authority to open and maintain savings, checking, money market, and other accounts in the name of . Air Tight Movement Inc., in any bank or financial institution or with any insurance or brokerage firm; make, receive, and endorse checks, drafts, or other commercial mercantile instruments; deposit and withdraw funds, specifically including withdrawals from any savings account or savings loan deposit; acquire and redeem certificates of deposit and use and manage such accounts; deal generally on . Air Tight Movement Inc., behalf with any instrument for they payment of money, in which . Air Tight Movement Inc., may have an interest; and execute or release such deeds of trust or other security agreements as may be necessary or proper in the exercise of the rights and powers herein granted.

Article XVI- Whistleblower Protection Clause

Section 1. **Air Tight Movement Inc.,** requires directors, officers and employees to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As employees and representatives of the . Air Tight Movement Inc., we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

Section 2. **Reporting Responsibility** This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns internally so that . Air Tight Movement Inc., can address and correct inappropriate conduct and actions. It is the responsibility of all board members,

officers, employees and volunteers to report concerns about violations of . Air Tight Movement Inc.'s code of ethics or suspected violations of law or regulations that govern . Air Tight Movement Inc.'s operations.

Section 3. **No Retaliation** It is contrary to the values of . Air Tight Movement Inc., for anyone to retaliate against any board member, officer, employee or volunteer who in good faith reports an ethics violation, or a suspected violation of law, such as a complaint of discrimination, or suspected fraud, or suspected violation of any regulation governing the operations of . Air Tight Movement Inc.'s. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment.

Section 4. **Reporting Procedure** . Air Tight Movement Inc., has an open door policy and suggests that employees share their questions, concerns, suggestions or complaints with their supervisor. If you are not comfortable speaking with your supervisor or you are not satisfied with your supervisor's response, you are encouraged to speak with Founder & CEO. Supervisors and managers are required to report complaints or concerns about suspected ethical and legal violations in writing to the . Air Tight Movement Inc.'s designated employee or board member, who has the responsibility to investigate all reported complaints. Employees with concerns or complaints may also submit their concerns in writing directly to their supervisor or the Executive Director or the organization's Compliance Officer.

Section 5. **Compliance Officer** of . Air Tight Movement Inc.'s, is responsible for ensuring that all complaints about unethical or illegal conduct are investigated and resolved. The Compliance Officer will advise the Executive Director and/or the Board of Directors of all complaints and their resolution and will report at least annually to the Treasurer/Chair of the Finance Committee/Audit Committee on compliance activity relating to accounting or alleged financial improprieties.

Section 6. **Accounting and Auditing Matters** The . Air Tight Movement Inc.'s Compliance Officer shall immediately notify the Audit Committee/Finance Committee of any concerns or complaint regarding corporate accounting practices, internal controls or auditing and work with the committee until the matter is resolved.

Section 7. **Acting in Good Faith** Anyone filing a written complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense. Confidentiality Violations or suspected violations may be submitted on a confidential basis by the complainant. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation. Handling of Reported Violations . Air Tight Movement Inc.'s Compliance Officer will notify the person who submitted a complaint and acknowledge receipt of the reported violation or suspected violation. All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation.

ARTICLE XVII - AMENDMENTS OF BYLAWS

All recommendations that require a change in the name of the organization, mission, purpose or restrictions of the organization shall be reviewed by an attorney. All approved amendments are effective at the close of the annual or special meeting at which they were approved unless specified in the amendment.

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