

N23002

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(Business Entity Name)

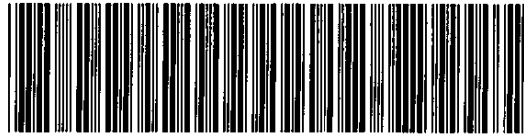
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SECRETARY OF STATE
TALLAHASSEE, FLORIDA

Approved
[Signature]



FLORIDA DEPARTMENT OF STATE
Division of Corporations

September 14, 2007

TRISCHA ZUMBACH, RESIDENT COORDINATOR
PINE MANOR IMPROVEMENT ASSOCIATION
POST OFFICE BOX 61464
FT. MYERS, FL 33906

SUBJECT: PINE MANOR IMPROVEMENT ASSOCIATION, INC.
Ref. Number: N23002

We have received your document for PINE MANOR IMPROVEMENT ASSOCIATION, INC. and check(s) totaling \$52.50. However, the enclosed document has not been filed and is being returned to you for the following reason(s):

The application/form submitted does not meet the requirements of this office; please complete the attached application/form.

Our records indicate the current name of the entity is as it appears on the enclosed computer printout. Please correct the name throughout the document.

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) 245-6908.

Sylvia Gilbert
Document Specialist

Letter Number: 807A00054500

RECEIVED
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TALLAHASSEE, FLORIDA

COVER LETTER

TO: Amendment Section
Division of Corporations

NAME OF CORPORATION: Pine Manor Improvement Association, Inc

DOCUMENT NUMBER: _____

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

Please return all correspondence concerning this matter to the following:

Trischa Zumbach, Resident Coordinator
(Name of Contact Person)

Pine Manor Improvement Association, Inc
(Firm/ Company)

P.O. Box 61464
(Address)

Fort Myers, FL 33906
(City/ State and Zip Code)

For further information concerning this matter, please call:

Trischa Zumbach at (239) 275-5180
(Name of Contact Person) (Area Code & Daytime Telephone Number)

Enclosed is a check for the following amount:

- | | | | |
|--|--|---|---|
| <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

Articles of Amendment
to
Articles of Incorporation
of

Pine Manor Improvement Association, Inc

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

FILED
07 OCT 15 PM 9:16
SECRETARY OF STATE
TALLAHASSEE, FLORIDA

(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:

NEW CORPORATE NAME (if changing):

(must contain the word "corporation," "incorporated," or the abbreviation "corp." or "inc." or words of like import in language; "Company" or "Co." may not be used in the name of a not for profit corporation)

AMENDMENTS ADOPTED- (OTHER THAN NAME CHANGE) Indicate Article Number(s) and/or Article Title(s) being amended, added or deleted: (BE SPECIFIC)

Article III membership Section 3: deleted see attachment

Article IV Officers and election section 2: revised see attached

Article IV Officers and election Section 6 revised

Article IV Officers and election Section 7 revised

Article V Duties of Officers Section 1 sub (a) delete

Article VII Finance Section 1 revised

Article VII Finance Section 2 deleted

Article VI"l Amendment Section 2 revised

(Attach additional pages if necessary)
(continued)

PINE MANOR IMPROVEMENT ASSOCIATION, INCORPORATED BYLAWS

ARTICLE I - NAME

The name shall be the Pine Manor Improvement Association, Incorporated.

ARTICLE II - OBJECT

The object of the Pine Manor Improvement Association, Incorporated shall be:

Section 1. To promote community input and open the lines of communication between residents and property owners of Pine Manor.

Section 2. To improve the standards of living for residents of Pine Manor through member participation in community projects.

Section 3. To offer a means by which residents may interpret and promote programs of county, state, national and international importance in the preservation of the American community, neighborhood and home.

ARTICLE III - MEMBERSHIP

Section 1. Membership to the Pine Manor Improvement Association, Incorporated, shall be extended to any person who pays dues.

Section 2. The Pine Manor Improvement Association, Incorporated does not discriminate by sex, race, color, age, handicap, religion or national origin.

Section 3: Full voting privileges shall be extended only to those members who live in or own property in the Pine Manor Neighborhood.

ARTICLE IV - OFFICERS AND ELECTIONS

Section 1. The elected officers of the Pine Manor Improvement Association, Incorporated shall be President, Vice-president, Secretary and Treasurer.

Section 2. The four elected officers, three to five at-large voting members, and the retiring President, shall comprise the Board of Directors. The retiring President shall serve as advisory member of the Board of Directors without vote for the succeeding year.

Section 3. Articles in the Bylaws pertaining to the election shall be read to the voting members before each election.

Section 4. The Board of Directors shall be elected for a one year term. Elections will be held in November of every year. Officers may serve consecutive terms in the same office.

Section 5. The Board of Directors shall be responsible for making appointments to fill any offices vacated. The appointments shall be for the remainder of the unexpired term.

Section 6. The Board of Directors may present the name of two persons for office following the guidelines for eligibility:

- (a) A nominee for any office must be a voting member of the Pine Manor Improvement Association, Incorporated
- (b) Nominations may be made from the floor by voting members.

Section 7. All new board members, appointees or officers voted into office for their first term are required to create and implement one project for the Pine Manor area within the year following their appointment.

Section 8. Once board members, appointees or officers miss two consecutive meetings without calling an elected officer with a reason for their absence, they will relinquish their seat, and a new person will be elected by the general membership.

ARTICLE V - DUTIES OF OFFICERS

Section 1. The President shall preside at all business meetings of the Pine Manor Improvement Association, Incorporated and of the Board of Directors and perform such other duties as are described in these Bylaws and the parliamentary authority adopted by the Pine Manor Improvement Association, Incorporated

- (a) The immediate Past President shall serve as an advisory member of the Board of Directors without vote for one year following the end of her/his term as President.

Section 2. The Vice-president shall assist the President and perform all assigned duties during the term of office; serve with vote on the Board of Directors and serve as chairman of the Bylaws Committee. The Vice-president shall perform all duties of the President in his/her absence or disability.

Section 3. The Secretary shall keep a record of the minutes of the Pine Manor Improvement Association, Incorporated, and the Board of Directors and shall attend to correspondences.

Section 4. The Treasurer shall have charge of all funds of the Pine Manor Improvement Association, Incorporated, and shall pay them out on order of the President; and shall make a Treasurer's report monthly at the association meeting. The Treasurer's books shall be examined annually by the Board of Directors.

The Treasurer shall submit any and all forms required by the Internal Revenue Service for non-profit corporations and any required by the State of Florida on or before the required date.

ARTICLE VI - MEETINGS

Section 1. The Pine Manor Improvement Association, Incorporated shall have monthly meetings. The place and time is designated by the Board of Directors. At all business meetings of the Pine Manor Improvement Association, Incorporated the voting members present shall constitute a quorum.

Section 2. The Board of Directors of Pine Manor Improvement Association, Incorporated shall have monthly meetings to discuss general meeting agenda items.

ARTICLE VII - FINANCES

Section 1. Each member belonging to the Pine Manor Improvement Association, Incorporated shall pay into the treasury annual dues on membership as of January 1 or semi-annual dues as of July 1. The amount shall be recommended by the Board of Directors and passed by the Pine Manor Improvement Association, Incorporated.

Section 2. All annual dues shall be due and payable January 1, and shall be delinquent after March 1. All semi-annual dues shall be due and payable July 1, and shall be delinquent after September 1.

ARTICLE VIII - AMENDMENTS

Section 1. These Bylaws may be amended at any monthly meeting by a two-thirds vote of the voting members attending, provided notice of the proposed amendment has been sent to the members THIRTY (30) days prior and providing the amendment has been read at two business meetings of the Pine Manor Improvement Association and voted on immediately following the second reading.

Section 2. Standing Rules shall be reviewed at least once during each President's term by the Pine Manor Improvement Association Board of Directors.

ARTICLE IX - PARLIAMENTARY PROCEDURES

Standard rules of parliamentary procedure shall be used at the meetings of the Pine Manor Improvement Association, Inc. and the Board of Directors. The President of the Pine Manor Improvement Association, Inc. shall have the parliamentary authority.

ARTICLE X - NON-PROFIT STATUS

The Pine Manor Improvement Association, Incorporated is a non-profit organization. Any funds received by the organization for carrying out its purpose shall not accrue to the benefit of individual members.

(Bylaws)

NOTICE OF PROPOSED BYLAW AMENDMENTS

Article III – Membership Section 3: to be deleted to allow any dues paying member, whether they live or own property in Pine Manor, full voting rights.

Article IV – Officers and Elections Section 2: to be revised to allow 5-7 at large board members and to delete responsibilities of retiring president.

Article IV – Officers and Elections Section 6: to be revised to read “At the annual elections...” at the beginning of the section for clarification.

Article IV – Officers and Elections Section 7: to be revised in the deletion of first term and the rewording of “required to create and implement one project...within the year...” to “required to participate in community projects and attend monthly meetings.”

Article V – Duties of Officers Section 1 Sub (a): to be deleted to release the retiring president of responsibility.

Article VII – Finances Section 1: to be revised to simplify dues being renewed one time a year for the calendar year.

Article VII – Finances Section 2: to be deleted so there are no delinquent dues

Article VIII – Amendments Section 2: to be revised to change “Standing rules..” to “Bylaws...”

rewritten

PINE MANOR IMPROVEMENT ASSOCIATION, INC. BYLAWS

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Section 2: The Bylaws shall be reviewed at the beginning of each Presidential term by the Pine Manor Improvement Association, Incorporated Board of Directors.

ARTICLE IX – PARLIAMENTARY PROCEDURES

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The date of adoption of the amendment(s) was: June 4, 2007

Effective date if applicable: June 4, 2007
(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 was sufficient for approval.
- ☐ There are no members or members entitled to vote on the amendment. The amendment(s) was (were) adopted by the board of directors.

Signature

Christina Ramirez

(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.)

Christina Ramirez

(Typed or printed name of person signing)

Vice - President

(Title of person signing)

FILING FEE: \$35