

**FOURTH AMENDED BYLAWS OF
THE COLLABORATIVE FAMILY LAW PROFESSIONALS OF SOUTH FLORIDA, INC., A
FLORIDA NOT-FOR-PROFIT CORPORATION
adopted and approved by the Board,**

ARTICLE I. NAME, LOCATION AND PURPOSE

Section 1.1 Name. The name of this Corporation shall be the Collaborative Family Law Professionals of South Florida, Inc. It may also be referred to as CFLPSF.

Section 1.2 Location. The principal location of the organization shall be Broward County.

Section 1.3 Purpose. The Corporation is organized exclusively to provide education, training, resources and networking opportunities for Collaborative professionals and to increase the access of all people to obtain trained Collaborative representation for divorce and other family matters.

ARTICLE II. MEMBERSHIP

Section 2.0 There shall be three classes of members as set forth in this Article.

Section 2.1 Regular Member. Any attorney, mental health professional or financial professional who:

- a) is licensed and in good standing with his/her respective Florida state licensing agency;
- b) submits an application for membership or renewal of membership and pays membership dues and fees as determined by the Board of Directors;
- c) completes a Collaborative interdisciplinary training course, consisting of a minimum of two (2) days of training, or completes such a course within six (6) months of acceptance into membership. To qualify, the training courses must be approved by the Board, in its absolute discretion. And to maintain membership, completes a minimum of 4 hours of continuing education credits in Collaborative Process annually.
- d) provides documented proof of the training described in Section 2.1(c) to the Board.

Section 2.2 Affiliate Member. An Affiliate Member is:

- a) a licensed professional, if such licensure is required, and in good standing, who practices in disciplines that would serve the Collaborative Process, such as CFP's, appraisers, vocational specialists, business valuers, actuaries, mediators, QDRO and Mortgage specialists and such other disciplines as approved by the Board;
- b) submits an application for membership or renewal of membership and pays membership dues and fees as determined by the Board of Directors;
- c) has completed a Collaborative interdisciplinary training program consisting of three (3) hours at the time of application or completes such course within six (6) months of acceptance as a member. To qualify, the training courses must be approved by the Board, in its absolute discretion; and

- d) provides documented proof of the training required by Section 2.2 (c).

Section 2.3 Student Member. A Student Member is someone who:

- a) is enrolled in an accredited Florida graduate program as a mental health student, law school, or undergraduate accounting or similar program for financial professional; and
- b) within the first 12 months of membership, has completed either (1) a course in Collaborative divorce as part of the accredited graduate program or (2) a basic Collaborative interdisciplinary training program consisting of a minimum of three (3) hours approved by the Board or (3) attended a conference provided by the International Academy of Collaborative Professionals or the Florida Academy of Collaborative Professionals; or (4) training courses approved by the Board, in its absolute discretion; and provides written proof with the application for membership; or
- c) and submits an application for membership or renewal of membership.
- d) There shall be no application or membership fee charged to student members.
- e) Upon Registered intern status with the State, the membership fee will be 1/2 of the standard membership fee.

Section 2.4 Voting Rights. Regular members have voting rights and are eligible to serve as officers and members of the Board of Directors. Affiliate and Student members have no voting rights and cannot serve as either officers or Board members. Affiliate and Student members may serve on committees.

Section 2.5 Additional Recognition. The Board may, in its discretion, designate a person as “Founding” or “Honorary” or “Accredited Collaborative Professional”, or other appropriate membership status by certification, expertise, or other criteria. “Founding” Members are those Members who have continuously been in good standing since November 30, 2001.

Section 2.6 Regular Membership Requirements. Regular Membership is conditioned upon the following to be in good standing:

- a) timely payment of applicable annual dues;
- b) timely submission of a renewal application;
- c) attendance at a minimum of at least one third of the Corporation’s General Membership meetings during the prior calendar year;
- d) adherence to the principles, guidelines, policies and practices of the Corporation as defined from time to time by the Board of Directors;
- e) completion of continuing education in Collaborative practice as defined in Section 2.1.

Section 2.7 Termination of Membership. The Corporation through its Board of Directors may terminate membership in the Corporation of any Member on the occurrence of any of the following events:

- a) on the Corporation's receipt of written notice of resignation from a Member. In such an event, the Member's membership shall terminate on the date indicated in the notice, if any, or if no date is indicated, on the date of the Corporation's receipt of such notice.
- b) termination of membership shall automatically occur if the application for annual renewal of membership along with payment for same has not been performed within 90 days of the due date for renewal of membership.
- c) at the sole discretion of the Board of Directors, at a meeting with notice provided to the member and where there is a quorum present, that a Member has engaged in conduct in conflict with the interests or purposes of the Corporation
- d) on the conviction of a Member of any felony.
- e) on the suspension or revocation of any professional license held by a Member.
- f) at the discretion of the Board on the failure to meet any of the requirements for continuing membership.

A Member may be reinstated upon application and tender of dues at the discretion of the Board

Section 2.8 Membership Dues. Annual membership dues ("Membership Dues") and any fee for application for shall be in the amounts and payable on the dates and in the manner fixed from time to time by the Board of Directors. If the application for membership is made on or after July 1st, the dues will be prorated to 50% of the annual dues for membership to the end of the calendar year.

ARTICLE III. MEMBER MEETINGS

Section 3.1 Annual Meeting. An annual meeting of the Members shall be held in January of each year, or on such other date as the Board of Directors may designate, at a time and place designated by the Board of Directors. Commencing in January 2024, the agenda for the annual meeting on even years shall include, but not be limited to the election of Officers and Directors to take office every two years commencing in January of the even years. A slate of Officers and Directors shall be submitted by the Nominating committee by October 1 of the year before the election at the annual meeting on even years . Only Members entitled to vote and who are in good standing shall elect the Officers and Directors subject to qualification to hold such offices. If virtual, or by email, voting shall take place within 30 days of the annual meeting. Twenty-five (25%) percent of the Members entitled to vote shall constitute a quorum for voting purposes. The ballots will be tabulated by the Nominating Committee and the officers and the directors shall be announced at the annual meeting.

Section 3.2 Regular and Special Meetings. Regular and Special meetings of the Members shall be held (a) when directed by the Board of Directors, or (b) when requested in a written demand signed and dated by not less than ten percent (10%) of all the Members entitled to vote, which written demand shall be delivered to the Corporation's Secretary. A special meeting requested by the Members shall be called for a date not less than ten (10) nor more than forty-five (45) days after the request is made. The notice for the meeting shall be issued by the Secretary, unless the President, Board of Directors or Members requesting the meeting shall designate another person to do so.

Section 3.3 Notice of Meetings. Written notice stating the place, day, and hour of meetings of the membership and, in the case of a special meeting of the members, the purpose or purposes for which the meeting is called, shall be delivered not less than seven (7) nor more than thirty (30) days before the

meeting, by email to the email address of each Member on file with the Corporation and by posting on the Corporation's website.

Section 3.4 Notice of Adjourned Meetings. When a meeting is adjourned to another date, time or place, notice shall be given of the adjourned meeting as soon as possible and any business may be transacted at the adjourned meeting that might have been transacted on the original date of the meeting.

Section 3.5 Record of Members Having Voting Rights. Each Member in good standing and entitled to vote as of the date of a duly noticed meeting shall be entitled to vote at such meeting. The Secretary, or its designee, shall maintain a list of all Members in good standing and entitled to vote, which list shall be kept on file at the registered office of the Corporation or at the Corporation's principal office, and upon the Corporation's website.

Section 3.6 Quorum. Twenty-five (25) percent of the Members entitled to vote, represented in person, either live, virtual, or by email at a duly noticed meeting of the Members, shall constitute a quorum at such meeting. There shall be no voting by proxy. If a quorum is present, the affirmative vote of a majority of the Members represented at the meeting and entitled to vote on the subject matter shall be the act of the Members, unless the vote of a greater number is required by The Florida Not For Profit Corporation Act (Chapter 617, Florida Statutes) or by the Articles of Incorporation. After a quorum has been established at a Members' meeting, the subsequent absence of the Members initially counted, so as to reduce the number of the Members entitled to vote at the meeting below the number required for a quorum, shall not affect the validity of any action taken at the meeting or any adjournment thereof.

ARTICLE IV. BOARD OF DIRECTORS

Section 4.1 General Powers. The business and affairs of the Corporation shall be managed by or under the direction of a Board of Directors, which may exercise all of the powers of the Corporation except as otherwise provided by law, the Corporation's Articles of Incorporation or these Bylaws. In the event of a vacancy in the Board of Directors, the remaining Directors, except as otherwise restricted by law, may exercise the powers of the full Board of Directors until the vacancy is filled. The day to day operation of the Corporation shall be conducted by the Executive Committee, which shall report to the Board.

Section 4.2 Number, Election and Qualification. The number of Directors which shall constitute the whole Board of Directors shall be determined from time to time by resolution of the Board of Directors, but in no event shall be less than five (5) nor more than fifteen (15). The Nominating Committee shall provide a slate of Directors for election by the Regular Membership every two years by no later than October 1st of each odd year commencing 2023. The Directors shall be elected for a two year term at the annual meeting of Members held on even years commencing 2024, by the Members entitled to vote on such election.

Each Director shall meet each of the following requirements:

- a) be a Regular Member in good standing; and
- b) who has been a Regular Member of the Corporation for a minimum of one (1) year; and
- c) who agrees to Chair one (1) Committee per year; and
- d) who agrees not to miss more than one-third of the regularly scheduled Board meetings.

Section 4.3 Terms of Office. Commencing with the election in 2022, the Board shall be elected to serve a term of two (2) years, commencing in January of the even year following the election. The term of each Director shall continue until the next election of Directors subject to such Director's earlier death, resignation or removal. Directors may serve for no more than three consecutive terms, unless they are serving as an officer, in which case their eligibility shall be extended during the period in which they serve as an officer. If a Director does not complete his/her two-year term, the Board may appoint a person to fill the unused portion of the term of that Director at the next scheduled meeting of the Board following the vacancy.

Section 4.4 Quorum. A majority of the elected or appointed Directors present at any meeting of the Board shall constitute a quorum for the transaction of business. In the event one or more of the Directors shall be disqualified to vote at any meeting, then the required quorum shall be reduced by one for each Director so disqualified. If at any meeting of the Board of Directors there shall be less than such a quorum, a majority of the Directors present may either: a) adjourn the meeting from time to time but shall provide for notice by email or other electronic means of the re-scheduled meeting, until a quorum shall be present; or b) provide for voting electronically on motions on the table at the time the quorum no longer exists; or c) present a motion electronically to the Board of Directors to be voted upon via email.

Section 4.5 Action at Meeting. Every act or decision done or made by a majority of the Directors present at a meeting duly held at which a quorum is present shall be regarded as the act of the Board of Directors unless a greater number is required by law, by the Corporation's Articles of Incorporation or by these Bylaws.

Section 4.6 Removal. Directors of the Corporation may be removed with cause by the affirmative vote of a majority of the Directors in office or a majority of the Members who would be entitled to vote in any annual meeting. Additionally, Directors of the Corporation may be removed without the need for a vote or any other approval, notice or consent pursuant to the provisions of Section 4.2 of these Bylaws, on a Director's failure to attend more than one-third of the regularly scheduled Board meetings in any calendar year without being excused for good cause. A Director who no longer qualifies as a Member will be removed from the Board of Directors upon no longer qualifying as a Member. In each of the circumstances stated in this Section, the removed Director shall be given an opportunity to appeal the removal to the Board.

Section 4.7 Vacancies. Any vacancy in the Board of Directors, however occurring, including a vacancy resulting from an enlargement of the Board, may be filled by the vote of a majority of the remaining Directors. A Director selected to fill a vacancy shall hold office until the next election of Directors, subject to the election and qualification of a successor and to such Director's earlier resignation or removal.

Section 4.8 Resignation. Any Director may resign by delivering a resignation in writing to the President or the Secretary. Such resignation shall be effective upon receipt.

Section 4.9 Time, Notice and Call of Meetings.

- a) The first meeting of the Board of Directors for each year shall be held in January. Written notice of the time and place of the first meeting of the Board of Directors shall be given to each Director by either personal delivery or email transmission at least ten (10) days before the meeting. The regular meetings of the Board shall be no less than bi-monthly thereafter or at such frequency as the Board, in its discretion may determine at the initial meeting of the Board each year. Special meetings may be held at such times thereafter as the Board of Directors may fix, and at such other times as called by the President. Written notice of the

time and place of regular or special meetings of the Board of Directors shall be given to each Director by either personal delivery or email transmission at least one week before the meeting.

- b) Notice of a special meeting of the Board of Directors need not be given to any Director who states their waiver on the record or signs a waiver of notice either before or after the meeting. Attendance of a Director at a special meeting shall constitute a waiver of notice of such meeting and waiver of any and all objections to the place of the meeting, the time of the meeting, or the manner in which it has been called or convened, except when a Director states, at the beginning of the meeting (or upon the Director's arrival, if later), any objection to the transaction of business because the meeting is not lawfully called or convened.
- c) Members of the Board of Directors may participate in any meeting by conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other at the same time. Participation by a Director by such means shall constitute presence in person at a meeting. Any live meeting of the Board shall provide for virtual participation.

Section 4.10 Director Conflicts of Interest.

- e) No contract or other transaction between the Corporation and one or more of its Directors or any other corporation, firm, association, or entity in which one or more of the Directors are Directors or officers or are financially interested, shall be either void or voidable because of such relationship or interest or because such Director or Directors are present at the meeting of the Board of Directors or a committee thereof which authorizes, approves, or ratifies such contract or transaction or because his, hers or their votes are counted for such purpose, if:
 - (i) the fact of such relationship or interest is disclosed or known to the Board of Directors or committee which authorizes, approves, or ratifies the contract or transaction by a vote or consent sufficient for the purpose without counting the votes or consents of such interested Directors; or
 - (ii) the contract or transaction is fair and reasonable as to the Corporation at the time it is authorized by the Board or a committee.
- b) Interested Directors may be counted in determining the presence of a quorum at a meeting of the Board of Directors or a committee thereof which authorizes, approves or ratifies such contract or transaction.

Section 4.11 General Standards of Care. Directors shall discharge their duties as a Director, including their duties as a member of a committee:

- a) in good faith;
- b) with the care an ordinarily prudent person in a like position would exercise under similar circumstances; and
- c) in a manner he or she reasonably believes to be in the best interests of the Corporation.

Section 4.12 Compensation of Directors. Directors shall not receive any compensation for their services or reimbursement for expenses of attendance at meetings as the Board of Directors. However, the Corporation may contract, in the due course of business, with its Officers or Directors for services

rendered to the extent permissible under the Articles of Incorporation, laws of the State of Florida and these Bylaws.

Section 4.13 Advisors. The President may appoint persons who are not Members to serve as advisors to the Board of Directors with the consent of the Board of Directors ("Board Advisors"). Board Advisors will serve at the pleasure of the Board of Directors in such capacity for a term of up to one (1) year. Board Advisors will have no right to vote as Directors of the Board of Directors, will not otherwise be considered as Directors nor will they have the authority to act as members of the Board of Directors in the business and affairs of the Corporation.

Section 4.14 Honorary Directors. The Board may elect one or more Honorary Directors who may attend Board meetings, but who shall not have the right to vote. Each such Honorary Director shall serve for such term as specified upon his or her election, but if none is specified, the term shall be one (1) year, subject to renewal. Other provisions of these Bylaws relating to vacancies and removal of Directors shall apply to Honorary Directors. Unless otherwise specified in these Bylaws, all references to Directors shall be to voting Directors and not to Honorary Directors.

Section 4.15. Action by Directors Without a Physical Meeting. Actions required or permitted to be taken at a meeting of the Board may be taken by email or electronic communication if the action is taken by a majority of the Directors and the consents are in writing describing the action taken and is signed, electronically or otherwise, by each consenting Director. The action taken is effective on the date specified in the consent. A consent signed under this section has the effect of a meeting vote and may be described as such in any document.

Section 4.16 Proxy Voting. There shall be no voting by proxy on any Motions or other matters brought before the Board for a vote.

ARTICLE V. OFFICERS AND EXECUTIVE COMMITTEE

Section 5.1 Titles. The Corporation shall have the following officers: President, Vice President, Secretary, Treasurer and Immediate Past President. The Nominating Committee shall provide a slate of Officers for election by the Regular Membership every two years by no later than October 1st of each odd year commencing 2023. All officers shall be voting members of the Board of Directors and shall count against the total number of Directors.

Section 5.2 Term of Office. Except as otherwise provided by law, the Corporation's Articles of Incorporation or these Bylaws, each officer shall hold office for a period of two (2) calendar years commencing January 2022 .

Section 5.3 Qualification. Each officer must be a Regular Member in good standing.

Section 5.4 Resignation and Removal. Any officer may resign by delivering a written resignation to the Corporation by personal delivery or email transmission to the President or Secretary. Such resignation shall be effective upon receipt. Any officer may be removed at a duly noticed special meeting of the Board of Directors called for such purpose. A vote of two-thirds (2/3) of the entire number of Directors then in office shall be required to remove the officer. In such event, the officer will be provided with an opportunity to be heard.

Section 5.5 Vacancies. The Board of Directors may fill any vacancy occurring in any office for any reason and may, in its discretion, leave unfilled for such period as it may determine any offices other than those

of President, Treasurer and Secretary. Each such successor shall hold office for the unexpired term of such officer's predecessor and until a successor is elected and qualified.

Section 5.6 Compensation. No compensation shall be paid by the Corporation to its officers for services rendered as officers. No officer shall be prevented from receiving compensation for other properly approved services to the Corporation by reason of the fact that he or she is an officer of the Corporation.

Section 5.7 President. The President shall perform such duties and possess such powers as are assigned by the Board of Directors. The President shall be the Chairman of the Board of Directors and shall preside at all meetings of the Board of Directors and the Members. The President shall be entitled to vote only in order to break a tie vote at the meetings of the Board of Directors. The President shall have general charge and supervision of the business of the Corporation consistent with the Corporation's Articles of Incorporation and these Bylaws and subject to the direction of the Board of Directors. The President shall perform such other duties and shall have such other powers as the Board of Directors may from time to time prescribe.

Section 5.8 Vice President. Any Vice President shall perform such duties and possess such powers as the Board of Directors, or the President may from time to time prescribe. In the event of the absence, inability or refusal to act of the President, the Vice President shall perform the duties of the President and when so performing shall have all the powers of and be subject to all the restrictions of the President.

Section 5.9 Secretary. The Secretary or his/her designee shall perform such duties and shall have such powers as the Board of Directors, or the President may from time to time prescribe. In addition, the Secretary shall perform such duties and have such powers as are incident to the office of the secretary, including without limitation, timely filing of the Corporation's annual report to the State of Florida, the duty and power to give notices of all meetings of Members and the Board of Directors, to attend all meetings of Members and the Board of Directors and keep a record of the proceedings, to maintain a membership book and prepare lists of Members and their contact information as required, to be custodian of corporate records and the corporate seal and to affix and attest to the same on documents. In the absence of the Corporation's Secretary at any meeting of the Members, the Board of Directors, or the Executive Committee, the President shall designate a temporary secretary to keep a record of the meeting.

Section 5.10 Treasurer. The Treasurer shall be the Chair of the Finance Committee. The Treasurer or his/her designee shall perform such duties and shall have such powers as may from time to time be assigned by the Board of Directors or the President. In addition, the Treasurer shall perform such duties and have such powers as are incident to the office of treasurer, including without limitation the duty and power to keep and be responsible for all funds and securities of the Corporation, to deposit funds of the Corporation in depositories selected in accordance with these Bylaws, to disburse such funds as ordered by the Board of Directors, to make proper accounts of such funds, and to render as required by the Board of Directors statements of all such transactions and of the financial condition of the Corporation. The Treasurer shall ensure that the Corporation is compliant with all tax-related issues and filings. The Treasurer and/or the President have the authority to execute checks on behalf of the Corporation.

Section 5.11 Executive Committee:

- a) the Executive Committee shall be composed of the Officers of the Corporation along with the Administrator, if any, of the Corporation and any additional members appointed by the Board of Directors.
- b) the Board of Directors may elect to outsource the administration of the Corporation to a third party. If there is a third party administrator in place, that party or its designee shall be a

member of the Executive Committee.

- c) the Executive Committee shall be in charge of and in control of the day to day operations of the Corporation, and to make recommendations to the Board of Directors for actions requiring Board approval. In addition, the Executive Committee shall make recommendations to the Chairs of the different committees. The President shall control the frequency of the meetings of the Executive Committee, which shall meet no less often than once each month. The presence of the majority of the EC members at the Executive Committee meetings shall constitute a quorum. The Executive Committee shall provide minutes to the Board of Directors of each meeting held by the Executive Committee.
- d) the Executive Committee may be expanded by a majority vote of the Directors to include, up to 5 additional members.

ARTICLE VI. COMMITTEES

Section 6.1 Committees:

- a) the President shall select the Chair of each standing committee from the Board of Directors;
- b) the Board shall be entitled to establish additional committees from time to time as may be needed;
- c) all members of the Corporation shall be entitled to serve on any standing committee or other committee established by the Board; and
- d) the Board shall determine the duties of each Committee.

The following are standing committees of the Corporation:

Governance Committee: The Governance Committee is responsible for:

- a) maintaining the Corporation's Bylaws and updating as necessary;
- b) providing interpretation of the Bylaws upon request;
- c) drafting related policies and procedures regarding the governance of the Corporation; and
- d) reviewing contracts to be entered into by the Corporation and making recommendations to the Board.

Finance Committee: The Finance Committee is responsible for:

- a) providing an annual budget for approval by the Board of Directors by no later than March 31st of each calendar year
- b) the Finance Committee shall make recommendations to the Board of Directors during each fiscal year for additional expenses not covered by the budget; and
- c) seeking sponsorships for programming for the membership and other fundraising opportunities.

Education/Programming Committee: The Education/Programming Committee is responsible for:

- a) arranging speakers and presentations for General Membership meetings;
- b) assessing the quality of the presentation developing increased skill and knowledge about the Collaborative process;
- c) applying for and obtaining continuing professional education credits, as appropriate, for the presentations;
- d) recording the presentations, if permission is granted, for blogs and videos; and
- e) recommending trainings for the membership.

Marketing, Outreach, Social Media Committee: This Committee is responsible for:

- a) formulating a strategy for each social media platform (Facebook, LinkedIn, Instagram, Twitter);
- b) maintaining a Facebook group for member networking.
- c) developing outreach strategies to the professional community to expand the reach of Collaborative practice;
- d) developing outreach strategies to the consumer to expand the use of Collaborative practice in family law matters;
- e) promoting Collaborative practice building;
- f) overseeing pro bono and low bono projects;
- g) overseeing the Corporation's website.

Membership Committee: This Committee is responsible for:

- a) reviewing initial applications for membership and making a recommendation to the Board;
- b) developing a packet of orientation materials for new members to acquaint them with the organization, its mission, history, structure and operations;
- c) developing a mentorship program for new members to integrate them into the organization and increase their skills in Collaborative practice;
- d) developing engagement strategies for the membership.
- e) devising strategies to increase the diversity of the membership;
- f) providing positive "Sunshine" for member's accomplishments and needs;
- g) planning the Corporation's social events; and
- h) overseeing member's professionalism and ethics.

Nominating Committee: This Committee shall be chaired by the Immediate Past President, and shall include up to an additional 4 individuals from the Regular Membership selected by the Immediate Past President. This Committee is responsible for:

- a) meeting each year no later than September 15 to develop a slate of candidates for the Board of Directors and Officers for election at the Annual Meeting of the Members,
- b) this committee shall endeavor to have approximately equal representation on the Board of Directors from each of the three professions which make up the Regular Members,
- c) tabulating and reporting the election results.

Additional Committees: Additional committees, including *ad hoc* and sub-committees may be established from time to time by the Board of Directors.

Section 6.2 Conduct of Committees. The Chair of each Committee, in conjunction with the Executive Committee, shall appoint the Committee members. Each committee shall keep minutes of each meeting of the committee and shall provide the minutes to the Executive committee which shall provide them to the Board at their meetings. The Committees shall act on suggestions received from either the Executive Committee or the Board. Except as the Board of Directors may otherwise determine, any committee may make rules for the conduct of its business, but unless otherwise provided by the Board of Directors or in such rules, its business shall be conducted as nearly as possible in the same manner as is provided in these Bylaws for the Board of Directors.

ARTICLE VII. BOOKS AND RECORDS

Section 7.1 Books and Records.

- a) All books and records shall be kept at the principal office of the Corporation. Any books, records, and minutes may be in written form or in any other form capable of being converted into written form within a reasonable time.
- b) The Corporation shall keep a copy of the following records:
 - (i) its Articles of Incorporation and all amendments currently in effect;
 - (ii) its Bylaws and all amendments currently in effect;
 - (iii) accurate financial records including bank statements, cancelled checks, credit card statements, accounts payable with records of payment and accounts receivable with records of receipt of payment;
 - (iv) contracts, leases;
 - (v) the minutes of all meetings of the General Membership, Board of Directors, Executive Committee and other Committees of the Corporation for the past three (3) years;
 - (vi) a list of all current Members in each category of Membership, which shall be updated semi-annually to account for renewals and new members who join during the fiscal year;
 - (vii) a list of the names and business street addresses of the Corporation's current officers

and Directors; and

(viii) the Corporation's most recent annual report delivered to the Florida Department of State under Section 617.1622 of the Florida Not for Profit Corporation Act.

c) The Corporation may designate an agent to maintain the books and records of the corporation.

Section 7.2 Member's Inspection Rights. Florida Statutes shall govern the Members' rights of inspection of the books and records of the Corporation. Rights of inspection shall be limited to Regular Members.

ARTICLE VIII. FISCAL YEAR

The fiscal year of the Corporation shall be the calendar year.

ARTICLE IX. AMENDMENT

These Bylaws may be altered, amended or repealed, and new Bylaws may be adopted, by a majority vote of a Quorum, as defined in Article III, of the Regular Members entitled to vote during a duly noticed meeting for the purpose of amending or repealing these Bylaws.

ARTICLE X INDEMNIFICATION

Indemnification of Directors and Officers. The Corporation shall indemnify each of its Directors and officers and former Directors and officers to the full extent permissible under applicable law in any action, suit or proceeding (including any appeal thereof) resulting from the fact that he/she is or was a Director or officer of this corporation or is or was serving at the request of this corporation as a Director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise, if he/she acted in good faith and in a manner which he reasonably believed to be in, or not opposed to, the best interests of the Corporation and, with respect to any criminal action or proceedings, had no reasonable cause to believe his/her conduct was unlawful. The determination of whether the applicable standard of conduct has been met shall be made by the Board of Directors by a majority vote of a quorum of Directors who were not parties to the action, suit or proceeding.

The Fourth Amendment to the Bylaws were adopted by the Membership at a duly noticed meeting on:

Date 1/27/2023

Attested to:

President:  (signature)

Name: Tammy Berman, LMHC, NCC (signature)

Secretary:  (signature)

Name: Kristen Goss, Esq. (signature)