

AMENDED AND RESTATED BYLAWS

OF

OUTREACH PARTNERS OF YUMA

An Arizona nonprofit corporation

Article I Name and Headquarters

1.01 Name. The name of this corporation is now Outreach Partners of Yuma after changing its name from the Assistance League of Yuma on April 11, 2025.

1.02 Principal Office. The principal office for the transaction of the corporation is located at 1054 South 4th Avenue, Yuma, AZ 85364. The mailing address of the corporation is P.O. Box 4057, Yuma, AZ 85366-4057, and the website is <https://outreachyuma.com>

Article II Purpose

2.01 Purpose. The purpose of this corporation shall be as stated in its Articles of Incorporation: to administer, carry on and control at least one (1) program of philanthropic work in the community.

Article III Legal Requirements

3.01 Legal Requirements. This corporation shall be a nonprofit, nonsectarian, and nonpolitical in all its activities. It shall provide in its Articles of Incorporation that its income, assets, and property are irrevocable and dedicated to charitable purposes and no part of the income, assets, or property of the corporation shall ever benefit any member, thereof, or to the benefit of any private person.

- a) Outreach Partners of Yuma is a nonprofit corporation organized under the Arizona Nonprofit Corporation Act in the Arizona Revised Statutes, Title 10, Chapters 24-40. This is a charitable corporation, exempt from Federal Income tax under Section 501(c)(3) of the Internal Revenue Code of 1986 (or corresponding section of any future United States Internal Revenue Law).
- b) This 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, the Arizona Nonprofit Corporation Act or by corporate contributions which are deductible under section 170(c)(2) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law).

- c) This corporation shall only use its income and make expenditures in a manner that will not subject the corporation to tax under the Internal Revenue Code, or otherwise disqualify the corporation as a tax-exempt entity under Section 501(c)(3) of the Internal Revenue Code.
- d) This corporation shall submit appropriate documentation annually to the Internal Revenue Service and an annual report to the Arizona Corporation Commission, as required.
- e) Corporate Records: Outreach Partners of Yuma shall keep a copy of the following records at its principal office under Section 10-11601 of the Arizona Nonprofit Corporation Act:
 - i. A copy of the Articles of Incorporation and any amendments currently in affect.
 - ii. A copy of the Bylaws and any amendments currently in effect.
 - iii. Minutes of all meetings of the Board and a record of all actions taken by the Board.
 - iv. All written communication (not telecommunications) to members within the past three years under Section 10-11620 of the Arizona Nonprofit Corporation Act.
 - v. The most recent annual report delivered to the Arizona Corporation Commission under Section 10-11622 of the Arizona Nonprofit Corporation Act.
 - vi. A list of current Board members and terms of office held by each member.
- f) The period of duration of the corporation is perpetual. Upon termination or dissolution of the Outreach Partners of Yuma any assets lawfully available for distribution shall be distributed to one (1) or more qualifying organizations described in Section 501(c)(3) of the Internal Revenue Code of 1986 (or described in any corresponding provision of any successor statute) which organization or organizations have a charitable purpose which, at least generally, includes a purpose similar to the terminating or dissolving corporation. The organization to receive the assets of Outreach Partners of Yuma hereunder shall be selected by the discretion of a majority of the managing body of Outreach Partners of Yuma and if its members cannot so agree, then the recipient organization shall be selected pursuant to a verified petition in equity filed in a court of proper jurisdiction against the Outreach Partners of Yuma by one (1) or more of its managing body which verified petition shall contain such statements as reasonably indicate the applicability of this section. The court upon a finding that this section is applicable shall select the qualifying organization or organizations to receive the assets to be distributed, giving preference if practicable to the organizations located within the State of Arizona.

Article IV Membership

4.01 Composition. The corporation shall have members. A member is one who supports the operations of the various philanthropic programs of the corporation.

Membership is open without discrimination to all individuals as long as they comply with the responsibilities and standards of membership and are at least 18 years old.

4.02 Responsibilities

- a) Members shall pay dues annually to the corporation as determined by the Board of Directors.
- b) Members shall adhere to Outreach Partners of Yuma Arizona's Bylaws, Standing Rules and Policies. Any individual who has demonstrated a disregard for or an unwillingness or inability to comply with the responsibilities as defined in the Bylaws, Standing Rules and Policies may be denied membership by the Board, or have their membership terminated.
- c) Members shall maintain conduct that enhances the image and reputation of the corporation and behave in a respectful manner, supporting the harmony, mission and welfare of the corporation.
- d) A member who has not followed the responsibilities, per documented evidence, may be subjected to disciplinary action as outlined in the disciplinary policy.
- e) Any member who has an issue with an individual(s) shall follow the Grievance Policy. This policy provides an avenue to resolution, which begins with the committee chair then escalates to the Grievance Committee. The Grievance Committee shall consist of the President and the Vice President of Membership. If a grievance is not resolved, with the recommendations of the Grievance committee, it is presented to the Board (Refer to Grievance Policy).

Article V Board

5.01 Board. The Board shall be the governing body of this corporation and shall have the power to establish and maintain standing rules and policies. The Board shall be composed of the officers: the President, the First Vice President Membership, Second Vice President Thrift Shop, Third Vice President Buildings, Recording Secretary, Corresponding Secretary, Treasurer, Marketing and Communications Chairperson, Education Chairperson, Liaison to the Las Dedicadas Auxiliary, and School House Outfitters Chairperson. Only Board members shall attend Board meetings and have a vote. The Parliamentarian who is appointed by the President, shall attend meetings in a nonvoting capacity.

5.02 Standard of Conduct

- a. A Board member's duties, including duties as a member of a committee, shall be discharged:
 - i. In good faith.
 - ii. With the care an ordinary prudent person in a like position would exercise under similar circumstances.
 - iii. In a manner the Board member reasonably believes to be in the best interest of the corporation.
- b. In discharging duties, a Board member is entitled to rely on information, opinions, reports, or statements, including financial statements and other financial data, if prepared or presented by any of the following:
 - i. One or more Board members, whom the Board member reasonably believes are reliable and competent in the matters presented.
 - ii. Legal counsel, public accountants or other persons as to matters the Board member reasonably believes are within the person's professional or expert competence.
 - iii. A committee of, or appointed by the Board, of which the Board member is not a member, if the Board member reasonably believes the committee merits confidence.

5.03 Board Composition. The Board has the authority to add or remove a Board position with membership approval.

5.04 Resignation/Removal of Officers.

- a) A Board member may resign at any time by delivering a written notice to the Board.
- b) A Board member may be removed with cause by a majority vote of Board members.

5.05 Terms of Office. A term of office is defined as two (2) years. Members of the Board shall hold office for a term of two years (2) and or until their successors are elected and assume office. Terms should be staggered, as possible. They shall assume office at the start of the fiscal year. No member shall be eligible to serve more than two (2) consecutive terms in the same office after an official election. Outsourcing for certain positions may take place, if needed.

5.06 Vacancies. Vacancies on the Board, except in the office of President, shall be filled by majority vote of the Board until next election cycle. If the office of President becomes vacant, it shall be filled by the Vice President Membership until a new President is elected. If a current

Board member is not willing to be President, then the position shall be filled from the membership.

5.07 Meetings. Regular meetings of the Board shall be held monthly, exclusive of July and August, unless otherwise directed by the Board.

5.08 Quorum. A majority of the Board shall constitute a quorum.

5.09 Electronic Meetings. Members of the Board may participate in a meeting through electronic means, so long as all members participating in such a meeting can communicate with one another. Final discussion and vote shall be by simultaneous oral communication among all participating members. Such participation shall constitute personal presence at the meeting.

5.10 Special Meetings. Special meetings of the Board may be called by the President and/or upon the request of three (3) Board members, provided notice of such special meetings shall have been given to each Board member at least three (3) days prior thereto.

5.11 Management. The Board shall have the responsibility for the general management of the corporation and the power to act for the corporation between meetings of the membership.

5.12 Bylaws, Standing Rules and Policies. The Board shall be responsible for the administration of the Bylaws, Standing Rules and Policies, including approval, maintenance and application.

Article VI Nominations and Elections

6.01 Nominating Committee. In February, the Board shall elect the Nominating Committee. The Nominating Committee shall include:

- a) One (1) Board members and one (1) alternate Board member.
- b) Three (3) voting members and one (1) alternate voting member.
- c) The Nominating Committee shall elect its Chairperson and vice Chairperson.
- d) Nominating Committee members shall be eligible to serve two (2) consecutive years.
- e) The Parliamentarian shall call the first meeting of the Nominating Committee and serve as a non-voting member.

6.02 Slate. In March, the Nominating Committee shall submit its slate of nominees for offices on the Board. Only one (1) nominee shall be elected to each office. These offices are President, First Vice President of Membership, Second Vice President of Thrift Shop, Third Vice President of Buildings, Recording Secretary, Corresponding Secretary, Treasurer, Marketing and Communications Chairperson, Education Chairperson, Liaison to the Dedicadas Auxiliary and School House Outfitters Chairperson.

6.03 Notice. The committee Chairperson shall submit a copy of the slate of nominees to the Recording Secretary and to each voting member at least one (1) month prior to the election meeting or at the previous regular meeting.

6.04 Petition Process. Ten percent (10%) or more of the members eligible to vote may nominate, by signed petition, an additional nominee for an office on the Board, by mailing such petition together with the written consent of the nominee to the Recording Secretary at least ten (10) days prior to the election meeting. No member shall sign more than one (1) nominating petition in a year.

6.05 Election Meeting. The Board shall be elected at the election meeting in April.

6.06 Voting. Elections shall be by voice vote, except when a nominating petition shall have been received, in which event the vote for the contested office shall be by ballot.

Article VII Officers and Their Duties

7.01 President. The President shall:

- a) Be Chief executive officer of the corporation and control all business and affairs of the corporation.
- b) Perform all duties incident to the office and such other duties as may be required by law, by the Articles of Incorporation and/or by these Bylaws.
- c) Preside at meetings of the Board and membership.
- d) Appoint, the Parliamentarian and with Board approval, the Chairperson of Appointive Standing Committees, unless otherwise provided in these Bylaws.
- e) Sign legal documents with the Recording Secretary;
- f) Open and close accounts at all financial institutions selected by the corporation for such accounts with the First Vice President of Membership and Treasurer;
- g) Be authorized to sign checks with the First Vice President of Membership and Treasurer;
- h) Perform additional duties as listed in the job description.

7.02 First Vice President Membership. The First Vice President shall:

- a) Serve as Chairperson of Membership Committee;
- b) Recruit new members and help to retain current members;
- c) Provide orientation;
- d) Provide recognition of members;

- e) Serve on the Grievance Committee and Education Committee;
- f) Open and close accounts at all financial institutions selected by the corporation for such accounts with the President and Treasurer;
- g) Be authorized to sign checks with the President and Treasurer;
- h) Perform additional duties as listed in the job description.

7.03 Second Vice President Thrift Shop. The Second Vice President Thrift Shop shall;

- a) Serve as Chairperson of the Thrift Shop Committee;
- b) Is a member of the Finance Committee;
- c) Establishes annual goals both tactical and financial;
- d) Directs all aspects of the Thrift Shop daily operations;
- e) Ensures Thrift Shop volunteers are in alignment and follow Bylaws, standing rules and policies;
- f) Assists with appropriate volunteer training for new and existing volunteers and community volunteers;
- g) Maintains and assures safety and cleanliness in all work areas and retail areas;
- h) Maintains inventory of supplies, orders supplies needed while keeping expenses within approved parameters.

7.04 Third Vice President Buildings. The Third Vice President Buildings shall;

- a) Serve as Chairperson of the Building Committee;
- b) Is a member of the Finance Committee;
- c) Ensures that proper and routine maintenance is performed on all buildings;
- d) Ensures that all contracts are evaluated and renewed in a timely manner;
- e) Maintains proper inventory of all janitorial supplies needed and ensures orders are placed as inventories become low;
- f) In a timely manner, responds to all requests for services and maintains customer(s) informed of progress;
- g) Works with appropriate department to ensure building keys are issued to approved volunteers and retrieves keys no longer necessary;
- h) Perform additional duties as listed in the job description.

7.05 Presiding Officer of Meetings. In the absence of the President the Vice Presidents shall serve in the order of their office.

7.06 Recording Secretary. The Recording Secretary shall;

- a) Record and distribute the minutes of the Board and regular meetings and permanently maintain original minutes;
- b) Be custodian of the records of the corporation excluding financial records;
- c) Perform additional duties as listed in the job description.

7.07 Corresponding Secretary. The Corresponding Secretary shall;

- a) Be responsible for correspondence authorized by the Board and membership;
- b) Handle correspondence received from outside the corporation;
- c) Write thank-you notes, sends sympathy messages, and birthday cards;
- d) Notify members of meetings;
- e) Write prompt acknowledgement letters to donors;
- f) Keep a record of correspondence related to donors and other correspondence deemed part of our permanent records except for Minutes that are kept by Recording Secretary;
- g) Serve as a member of Marketing and Communications Committee;
- h) Perform additional duties as listed in the job description.

7.08 Treasurer. The Treasurer shall;

- a) Serve as the chief financial officer of the corporation;
- b) Monitor collection/disbursement of all funds;
- c) Maintain financial records of the corporation;
- d) Open and close accounts at all financial institutions selected by the corporation for such accounts with the President, and First Vice President of Membership;
- e) Sign checks with the President, First Vice President;
- f) Ensure required tax forms are filed;
- g) Serve as Chair of the Finance Committee and may serve on the Finance Committee immediate after term(s) of office ends;

- h) Serve as a member of the Support Committee;
- i) Mentor assistants to the Treasurer as needed for succession planning;
- j) Present a monthly financial report to the Board and membership;
- k) Perform additional duties as listed in the job description.

7.09 Marketing and Communications Chairperson shall:

- a) Serve as Chairperson of the Marketing and Communications Committee;
- b) Develop and execute a comprehensive marketing strategy to promote the corporation's mission, programs, events, and volunteer opportunities;
- c) Utilize various communication channels like the website, social media, newsletters, press releases, and public relations efforts to reach the community and potential supporters;
- d) Act as the public face of Outreach Partners of Yuma, ensuring consistent messaging and branding across all platforms;
- e) Write and distribute press releases to announce important events and initiatives;
- f) Manage photography and videography to capture impactful moments for marketing purposes;
- g) Oversee and distribute monthly newsletter, and yearbook;
- h) Perform additional duties as listed in the job description.

7.10 Education Chairperson shall:

- a) Serve as the Chairperson of the Education Committee;
- b) Plan educational programs for the Board, Committee Chairs, and members as necessary and/or as requested by the President;
- c) Inform members of educational opportunities within the community;
- d) Prepare reports as required by the position and/or as requested by the President;
- e) Perform additional duties as listed in the job description.

7.11 Liaison to the Las Dedicadas Auxiliary shall:

- a) Attend Board and Auxiliary Governing body meetings;
- b) Attend regular meetings of the Auxiliary and corporation;
- c) Prepare and present progress reports on the Auxiliary;

- d) Be Las Dedicadas voting representative on the Board;
- e) Perform additional duties as listed in the job description.

7.12 School House Outfitters Chairperson shall:

- a) Serve as the Chairperson of the School House Outfitters;
- b) Ensure that proper inventories of clothing and shoes is conducted;
- c) Be a member of the Finance Committee;
- d) Oversees school contracts and works with school personnel to schedule children to be served;
- e) Ensure that the necessary numbers of volunteers are available to serve children;
- f) Ensure that children receive the items they need to succeed;
- g) Prepare and present reports as necessary;
- h) Perform additional duties as listed in the job description.

Article VIII Indemnification

8.01 Indemnification of Officers, Directors, Employees and Agents. To the extent allowed by state law, the Board shall defend, indemnify and hold harmless any officer, director or agent duly authorized by the Board who was or is made a party to any proceeding in any action, while acting within the scope of their authorized capacity on behalf of the corporation. Such indemnification shall include the payment of all expenses, judgments, settlements and/or liability reasonably incurred in connection with the proceeding. Indemnification shall include the payment of reasonable attorneys' fees paid or incurred by such persons unless the Board agrees to and does provide an attorney to defend such action at the expense of the corporation. The corporation's obligation to defend shall not extend to any person who has acted willfully or intentionally beyond the scope of their authorized capacity.

Article IX Standing and Special Committees

9.01 Committee Composition. Members of each committee shall be appointed by the Chairperson with notification to the Board unless otherwise provided in these Bylaws. The composition of a committee shall include those who serve by virtue of office as specified in the Bylaws and/or members as deemed necessary. Ex-Officio members of committees are voting member of the committee.

9.02 Elective Standing Committees.

- a) **Membership Committee.** The First Vice President shall be the Chairperson of this Committee. The committee shall be responsible for all matters pertaining to membership. The committee shall be composed of members as deemed necessary.

- b) **Thrift Shop Committee.** The Second Vice President shall be the Chairperson of this committee and shall appoint assistants as deemed necessary. The committee shall be responsible for conducting the affairs of the Thrift Shop, which shall be an ongoing fundraising activity. This committee shall be composed of members as deemed necessary.
- c) **Building Committee.** The Third Vice President shall be the Chairperson of this committee. This committee shall oversee the maintenance and repairs of the buildings. This committee shall be composed of members as deemed necessary.
- d) **Education Committee.** The Education Chairperson shall be the Chairperson of this committee. The committee shall be composed of the First Vice President and members as deemed necessary. The committee shall be responsible to plan corporation education, seminars and workshops.
- e) **School House Outfitters Committee.** The School House Outfitters Chairperson shall be the Chairperson of this committee. The committee shall provide clothing, school supplies and other materials to children in the community. This committee shall be composed of members as deemed necessary.
- f) **Marketing and Communications Committee.** The Marketing and Communications Chairperson shall be the chair of this committee. This committee shall be responsible for acquainting the public with the purpose, programs and activities of the corporation, planning and carrying out special events, fundraising activities, preparation and distribution of the newsletter, and yearbook.
- g) **Finance Committee.** The Treasurer shall be the Chairperson. The committee shall consist of a former Chairperson of the Finance Committee, Second and Third Vice Presidents, School House Outfitters Chairperson and at least one member at large. The committee shall be responsible for the overall financial planning of the corporation and create an annual budget, annual corporate (including auxiliary) budgets (operating and capital expenditures) shall be approved by the Board and membership prior to the beginning of the fiscal year.

9.03 Appointive Standing Committees. The Chairperson of each committee shall be appointed by the President annually. In addition to the Chairperson, each committee shall have at least two or more additional voting members.

- a) **Bylaws Committee.** The Parliamentarian shall be the Chairperson of this committee and the committee shall include the President, immediate past Parliamentarian and other members as required. The committee shall review Bylaws, Standing Rules, and Policies, as needed and proposes any changes to the Board and the Membership.

- b) **Strategic Planning Committee.** The Strategic Planning Chairperson shall be Chairperson of this committee, and the committee shall include the immediate past Strategic Planning Chairperson and other members as required. The committee shall research plans for future growth of the corporation and proper use of corporation resources. It shall report and make recommendations to the Board.
- c) **Scholarship Committee.** The Scholarship Chairperson shall be Chairperson of this committee and the committee shall include other members as required. The committee shall participate in the selection of scholarship recipients and distribute budgeted funds.
- d) **OPY Bear Hugs Committee.** The Outreach Partners of Yuma (OPY) Bear Hugs Chairperson shall be the Chairperson of this committee and the committee shall include other members as required. The committee shall deliver teddy bears to all Yuma-area First Responders to be given to children in traumatic situations.
- e) **Support Committee.** The Support Chairperson shall be the Chairperson of the committee and the committee shall include the Treasurer, Marketing and Communications Chairperson, and other members as required. This committee shall order essential items for people in crisis, take orders from facilities with which the corporation has signed agreements, and deliver items ordered.
- f) **Grievance Committee.** The Grievance Committee Chairperson shall be the Chairperson of the committee and will include the President and the First Vice President of Membership. This committee shall review and investigate complaints filed by volunteers regarding issues like but not limited to discrimination, harassment, unfair treatment, or policy violations. Ultimately, the committee will aim to resolve the grievance and recommend appropriate actions to the Board. The process will be conducted impartially and in strict confidence.

Article X Meetings/Voting

10.01 Regular Meetings. Regular meetings of the corporation's members shall be held on the second Wednesday of each month, September through June, unless otherwise directed by the Board with membership notification.

10.02 Election and Annual Meetings. The regular meeting in April shall be known as the election meeting, and the regular meeting in May shall be known as the annual meeting.

10.03 Conduct of Meetings. Members of governing bodies and committees may participate in a meeting through electronic means, including through the use of telephonic and/or video conferencing, including but not limited to electronic meetings, so long as all members participating in such meeting can communicate with one another. Final discussion and vote shall be by simultaneous oral communications among all participating members. Such participation shall constitute personal presence at the meeting.

10.04 Special Meetings. Special meetings may be called by the President and/or shall be called upon the written request of three (3) voting members. The purpose of the meeting shall be stated in the call. Except in emergencies, at least three (3) days' notice shall be given.

10.06 Quorum. A majority of the voting members shall constitute a quorum.

10.07 Voting Rights and Action by Vote by Mail or Electronic Transmission. Electronic proxy voting is allowed and is a legal mechanism for members to delegate their voting right to another member of the voting body. The Board may determine that membership vote on an issue(s) should be conducted by vote by mail or electronic transmission rather than through discussion and vote at a regular or special meeting of the membership. If the Board determines to move forward with such action, the procedures set in policy shall be followed.

Article XI Finance

11.01 Fiscal Year. The fiscal year of this corporation shall be from June 1 through May 31.

11.02 Dues and Fees. Existing members are responsible for paying annual dues to the corporation.

11.04 Requirements. The corporation shall maintain a sound financial position and shall have a Certified Public Accountant audit or review its financial statements annually. The corporation shall submit an annual report to members, as required by state corporation code.

11.05 Proposed Expenditures. Proposed unbudgeted expenditures in excess of approved limit shall be presented to the Board and membership for approval.

11.06 Fundraising. The corporation shall plan fundraising events and activities as approved by the Board and membership, and in accordance with federal and state laws.

11.07 Fundraising Agent. The corporation shall not act as a fundraising agent for individuals or other organizations.

Article XII Auxiliaries

12.01 Formation and Purpose. The corporation may form auxiliaries. Auxiliaries shall support programs and activities consistent with the corporation's Bylaws, Standing Rules and Policies.

12.02 Administration and Procedures.

- a) Each auxiliary shall have its own governing body for administrative purposes. An auxiliary shall be governed by the Bylaws of the corporation. Auxiliary policies and standards shall not be in conflict with the Bylaws and policies.

- b) Each auxiliary shall establish policies. These policies shall set for the procedures to:
 - i. Nominate and elect members of the governing body;
 - ii. Conduct governing body meetings;
 - iii. Establish and operate committees;
 - iv. Conduct meetings of the membership; and
 - v. Ensure fiscal compliance.
- c) Policies and any proposed amendments thereto, shall be written by the auxiliary membership.
- d) Adoption of policies and any amendments thereto, by the auxiliary, shall be by majority vote of the members of the auxiliary.

12.03 Board Representative. Each auxiliary shall have a voting representative on the Board, either a Chapter Liaison to Auxiliary, elected by and from the corporation, or a member elected by and from auxiliary.

12.04 Las Dedicadas Auxiliary, an auxiliary of Outreach Partners of Yuma. Shall support the purpose of Outreach Partners of Yuma as stated in the Articles of Incorporation: to administer, carry on and control at least one (1) program of philanthropic work in the community and Bylaws, Standing Rules and Policies.

Article XIII Bylaws and Amendments

13.01 Bylaws of the Corporation. The corporation shall be governed by these Bylaws. The Bylaws shall not be in conflict with any federal or Arizona state law. In the event of any conflict, the laws of the state of Arizona shall prevail.

13.02 Amendments and Revisions. These Bylaws may be amended or new bylaws adopted at any regular meeting by two-thirds (2/3) of the corporation's voting members present, or at any special meeting called for that purpose provided that written notice of each proposed amendment or the proposed new bylaws shall have been given to each voting member at least thirty (30) days prior to the date of any such meeting, or at the previous regular meeting. After membership approval, the newly adopted bylaws will be made available on the website for members only.

Article XIV Parliamentary Authority

14.01 Parliamentary Authority. The rules contained in the current edition of Roberts Rules of Order shall govern the corporation in all cases to which they are applicable and in which they are not inconsistent with or in conflict with these Bylaws, the Articles of Incorporation, the laws of the State of Arizona and any special rules of order the corporation may adopt.

CERTIFICATE OF ADOPTION

The undersigned Secretary hereby certifies that the foregoing Bylaws were adopted by the Membership of the Corporation on this ____ day of _____, 2025.

By: Barbara Thurber
Its: Recording Secretary

ATTEST:

By: Mary Williams
Its: President