By-Laws of Astor Forest Property Owners Association

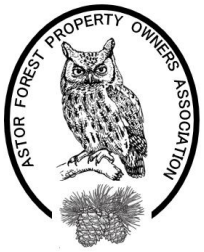
Revised and ratified January 17, 2026

I. Article One

a. Organization

i. The name of the organization shall be Astor Forest Property Owners Association.

ii. The organization shall have a seal which shall be in the following form.



iii. The organization may at its pleasure by a vote of the membership body change its name.

II. Article Two

a. Purposes

i. The following are the purposes for which this organization has been organized:

1. To work toward improvement and maintenance of Astor Forest Campsites.

2. To take such action as necessary to safeguard against health and hazards.

III. Article Three

a. Membership

i. Membership in this organization shall be open to all who are property owners in Astor Forest Campsites.

ii. Joint property holders shall be entitled to one joint membership.

iii. Multiple property owners shall be entitled to one membership.

iv. Non-Property Owners residing in the Astor Forest Campsites shall be entitled to an Associate Membership without voting privileges.

IV. Article Four

a. Meetings

i. All meetings shall be conducted under the rules of Parliamentary Procedures as specified in "Roberts Rules of Order."

ii. A general meeting of this organization will be held in January. In the event this meeting must be re-scheduled, the Secretary shall cause to notify every member in good standing at the email address or mailing address as it appears on the membership list of the Organization a notice telling the time and place of the meeting.

iii. The presence of not less than 15% of the general membership in good standing shall constitute a quorum and shall be necessary to conduct the business of this organization.

iv. Special meeting of this organization may be called by the President of the Association as he/she deems it for the best interest of the organization, or by four members of the Board of Directors or 15% of the members. Such notice of meetings shall be mailed to all members at their addresses as they appear in the membership roll book at least seven but not more than fourteen days before the scheduled date set for such special meeting. Said Notice shall state the reasons that such meeting has been called, the business to be transacted at such meeting and who calls the said meeting. No other business but that specified in the Notice may be transacted at such special meeting without the unanimous consent of all present at such meeting.

V. Article Five

a. Voting

i. At all meetings, except for the election of directors, all votes shall be by show of hands of membership, after verification that those voting are members in good standing. Ballots shall be provided for the election of Directors and there shall not appear any place on such ballot any marking that might tend to indicate the person who cast such ballot.

ii. At any regular or special meeting, if a majority so requires, any question may be voted upon in the manner and style provided for election of officers.

iii. At all votes by ballot the chairperson of such meeting shall immediately prior to the commencement of balloting appoint a committee of three who shall act as "Inspectors of Election" and who shall at the conclusion of such balloting certify in writing to the Chairperson the results and the certified copy shall be physically affixed in the minute book to the minutes of that meeting.

iv. No inspector of election shall be a candidate for office or shall be personally interested in the question voted upon.

VI. Article Six

a. Board of Directors

i. The business of this organization shall be managed by a Board of Directors consisting of seven (7) members. All the directors elected shall be a resident of the State of Florida and a citizen of the United States.

ii. The directors to be elected for the ensuing year shall be elected at the annual meeting of this organization and they shall serve for a term of three years.

iii. Within ten days following the meeting, the Board of Directors shall meet to elect from their number, a President, Vice President, Director at Large and a Secretary and/or Treasurer, who shall serve for a term of one year.

iv. Four of the members of the Board of Directors shall constitute a quorum and the meetings of the Board of Directors shall be held regularly preceding the regular meeting.

v. Each director shall have one vote and such voting may not be done by proxy.

vi. The Board of Directors may make such rules and regulations covering its meetings as it may in its discretion determine necessary.

vii. Vacancies in the said Board of Directors shall be filled by a vote of the majority of the remaining members of the Board of Directors for the unexpired term. The Board of Directors shall first consider any candidates from the previous election to fill any vacancies. Any new director elected to the board, by the Board of Directors, must be ratified by the general membership at the next general meeting.

viii. The President of the organization by virtue of his/her office shall be chairperson of the Board of Directors.

ix. A director may be removed when sufficient cause exists for such removal or if a director is absent from more than two meetings in a calendar year except for extenuating circumstances approved by the Board. The Board of Directors may entertain charges against any director. A director may be represented by counsel upon any removal hearing. The Board of Directors shall adopt such rules as it may in its discretion consider necessary for the best interest of the organization for this meeting.

x. *The Board of Directors is authorized to make disbursements up to one thousand dollars ($1,000). Anything above this amount to be disbursed must have the approval of the membership.* In emergency situations, the Board of Directors is authorized to make disbursements up to Two Thousand Dollars ($2,000). The Board of Directors will notify the members by email or mail of said expense.

VII. Article Seven

a. Order of Business
    i. Roll Call
    ii. Reading of minutes of the preceding meeting
    iii. Reports of Committees
    iv. Reports of Officers
    v. Old and unfinished business
    vi. New business
    vii. Good and welfare
    viii. Adjournment

VIII. Article Eight

a. Officers
    i. The officers of the organization shall be as follows:
    President
    Vice President
    Director at Large
    Secretary
    Treasurer

    ii. The President shall preside at all membership meetings. He/She shall by virtue of his/her office by Chairperson of the Board of Directors. He/She shall present at each annual meeting of the organization an annual report of the work of the organization. He/She shall appoint all committees, temporary or permanent with the approval of the Board of Directors. He/She shall see all books, reports and certificates as required by law are properly kept or files. He/She shall be one of the officers who may sign the checks or drafts of the organization. He/She shall have such power as may be reasonably construed as belonging to the chief executive any organization.

    iii. The Vice-President shall in the event of the absence or inability of the President to exercise his/her office become acting President of the organization with all the rights, privileges and powers as if he/she had been duly elected President.

    iv. The Secretary shall keep the minutes and records of the organization in appropriate books. It shall be his/her duty to file any certificate required by any statute, Federal or State. He/She shall give and serve all notices to members of this organization. He/she shall be the official custodian of the records and seal of this organization. He/she shall present to the membership at any meetings any communication addressed to him/her as Secretary of the organization. He/she shall

attend to all correspondence of the organization and shall exercise all duties incident to the office of Secretary.

v. The Treasurer shall have the care and custody of all monies belonging to the organization and shall be solely responsible for such monies or securities of the organization. He/she shall cause to be deposited in a regular business bank or trust company an ample amount of money to conduct the regular business of the association. The balance of the finds of the organization shall be deposited in a savings bank except that the Board of Directors may cause such finds to be invested in such investments as shall be legal for a savings bank in the State of Florida. He/she must be one of the officers who shall sign checks or drafts of the organization. No special fund may be set aside that shall make it unnecessary for the Treasurer to sign the checks issued upon it. He/she shall render at stated periods as the Board of Directors shall determine a written account of the finances of the organization and such report shall be physically affixed to the Treasurer. The Treasurer of this organization shall be bonded with a reputable insurance or bonding association.

vi. No Director shall for reason of his/her office be entitled to receive any salary or compensation, but nothing herein shall be construed to prevent a Director from receiving any compensation from the organization of duties other than as a Director or Officer.

IX. Article Nine

a. Salaries
   i. The Board of Directors shall hire and fix a compensation of any and all employees which they in their discretion may determine to be necessary in the conduct of the business of the organization.

X. Article Ten

a. Membership Fee and Annual Dues
   i. Membership dues shall be at such rate or rates schedule or formulas as may be from time to time prescribed by the Board of Directors ratified by the membership, payable annually in advance.
   ii. Membership dues are due and payable January 1 of each year and must be paid prior to the first regular meeting of the year to remain a member in good standing.
   iii. Membership dues can be prorated quarterly for any new member.

iv. Any member's actions detrimental to the Association's objectives may be investigated by the Board of Directors and that membership may be terminated by a majority vote, in which case current dues with be refunded on a prorated basis.

v. Membership dues will not be refunded to any member who voluntarily resigns from the Association.

XI. Article Eleven

a. Amendments

i. Changes to the By-Laws may be made at any regular Business Meeting provided each amendment should have been presented in writing to previous meeting and copies of the proposed amendment be furnished to each member present. Amendments to the By-Laws shall have the concurrence of a majority of the members present and voting.

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