

## ADOPTED AMENDMENTS TO AMENDED AND RESTATED BYLAWS FOR DANA SHORES CIVIC ASSOCIATION, INC.

The following amendments to the Amended and Restated Bylaws for Dana Shores Civic Association, Inc.

### ARTICLE I

The name of this organization shall be Dana Shores Civic Association, Inc. ("Association"). The mailing address is Dana Shores Civic Association, Inc., 4522 W Village Dr., Unit 1184, Tampa, Florida 33624.

### ARTICLE II PURPOSE AND MISSION

The purpose of the Dana Shores Civic Association, Inc. is to foster, preserve and enhance quality of life; public safety; neighborhood infrastructure and appearance; community relations and pride; environmental quality; and proper and lawful use of land, water and streets in the Dana Shores area, also known and partially platted as the Venetian Shores sub-division.

Our mission is to preserve and enhance our community through effective leadership of volunteers, operations, and improvement initiatives; collaboration with public and private parties; and enforcement as needed to preserve property values and benefit the greater good of the community. The Board of Directors will serve homeowners by taking a fair, ethical, and objective approach in performing its duties.

### ARTICLE III MEMBERSHIP

- (A) Each property in Dana Shores will be asked to donate annual dues (determined by the Board of Directors). Donations will be payable as of the first of January each year. Voting and office holding shall be permitted only by members. A member is a property owner or resident who has paid their dues in the current year. There shall be one vote per member property. Member property owners have precedence over member residents.
- (B) Regular membership meetings shall be held quarterly, or as set by the Board of Directors. Notice of meetings to be given at least three days prior to the meeting.
- (C) Special meetings may be called by the President or upon written request of any five members to any duly elected officer. Notice shall be given to members at least three days prior to the meeting.
- (D) Membership Quorum: 15 members which include not less than one-half the Board of Directors shall constitute a Quorum for any general membership meeting. A majority vote of those present shall be sufficient to transact business.

- (E) Membership Super-Quorum: 30 members which include not less than one-half the Board of Directors shall constitute a Membership Super-Quorum as referenced elsewhere herein.
- (F) Conduct of procedure for meetings shall be according to Roberts Rules of Order, except where the same may conflict with the Charter or these By-Laws.
- (G) Suspension: The Board of Directors by two-thirds vote at a duly constituted meeting, may suspend any member whose conduct is considered detrimental to the best interests of the Association.
- (H) Based on a majority vote of the Board of Directors, membership meetings may be conducted virtually assuming real-time audio and video capabilities are made available to the general membership. In the case of a declared State of Emergency, membership meetings may also be conducted via teleconference or other electronic means and meeting notice requirements pursuant to Article III, Sections B and C are waived.

#### ARTICLE IV BOARD OF DIRECTORS

- (A) The Board of Directors shall consist of the elected officers, up to two elected directors from each street, and the immediate past Association President . Directors to be elected for 2-year terms.
- (B) Any adult member of a dues paying household who commits to the Association Code of Conduct and has not within the prior 5-year period served as Plaintiff in a civil lawsuit against another homeowner or resident of the Dana Shores community shall be qualified to be elected and serve as an officer or director. The Board of Directors may, at its discretion and upon a unanimous Board vote, lift the 5-year civil lawsuit restriction for an individual.
- (C) Elective officer positions include President, Vice-President/President Elect, Secretary and Treasurer.
- (D) Vacancies in any of the elected officers, whether it be by resignation or removal, shall be filled by majority vote of the Board of Directors for the remainder of the term.
- (E) The immediate past President will remain as the Chairman of the Board for one year following their term as President.
- (F) Board meetings shall be scheduled by the President. Special Board meetings may be called at any time by the President or upon written request of any two Board members. Notice of such special meetings shall be given to each Board member at least two days prior thereto, unless waiver of notice is consented to by the whole Board.
- (G) Board Quorum – One-half of the members of the Board of Directors shall constitute a Board Quorum at all meetings of the Board. A majority vote of those present shall be sufficient to transact business.
- (H) Failure of Board members to attend three successive meetings, regular or special, without valid excuse, shall result in replacement of such member.

- (I) Working meetings may be held at any time by a Board member. Working meetings are not subject to the above requirements for notice or attendance (Article IV, Sections F – H). They cannot be used for formal voting.
- (J) At the President's discretion, Board Meetings, Special Board meetings, and Working meetings may be conducted virtually, to include asynchronous electronic communication.
- (K) The spokesperson of the Association to news media shall be the President or a person or persons designated by the President.

## ARTICLE V NOMINATION & ELECTION OF OFFICERS

- (A) The nominating committee shall consist of the Board of Directors. This committee will nominate members of the Association to fill elective offices. Presentation of these candidates will be made at a full membership meeting as set by the Board of Directors, at which time nominations will also be accepted from the floor.
- (B) Election of officers and directors shall be held at a full membership meeting, as set by the Board of Directors, by secret ballot or show of hands as directed by the meeting chairperson.
- (C) Elected officers and directors will assume their duties within 90 days following their election or sooner if agreed upon by a majority vote of the members present during nomination and voting.

## ARTICLE VI COMMITTEES

- (A) The President shall appoint all committees and shall be an ex-officio member of all committees.
- (B) Standing committees and their responsibilities are as follows:
  - (1) Finance Committee: Shall develop a proposed budget, review plan vs. actuals, and employ strategies to procure funds.
  - (2) Nominating Committee: Shall consist of the Board of Directors as per Article V, Section A. Their duties are to nominate officers and directors, develop successors, and promote a smooth transition of leadership for the Association.
- (C) Temporary committees shall be appointed by the President for any purpose required.

## ARTICLE VII FINANCIAL POLICIES

- (A) No obligation for payment shall be made without the approval of at least two Association Officers, one of which must be the President or Treasurer.

- (B) All payment and orders that require payment shall be made by the Treasurer, President, Vice President or an Association Director who has received pre-authorization for such in writing.
- (C) Financial reports will be audited annually. The Finance Committee will perform these audits.

## ARTICLE VIII

### AMENDMENTS, ALTERATIONS & RESCINDING

- (A) A two-thirds majority vote of the Board of Directors is required to amend, alter, or otherwise consider these Bylaws. All changes to the Bylaws must be approved by a two-thirds majority vote of the members at a general membership meeting, attended by a Membership Super-Quorum.

This latest version of the Bylaws was approved by the Board of Directors at their Board meeting on Thursday, December 11, 2025, and General meeting on Thursday, December 11, 2025.

**END OF AMENDMENTS TO AMENDED AND RESTATED BYLAWS**