

Nonprofit Corporation “Bylaws”

Article I: NAME OF CORPORATION

New Hope Community of Faith Ministries Inc.

Article II: Corporate purpose

Section 1:

New Hope Community of Faith Ministries is a nonprofit organization, and shall be operated exclusively for charitable, religious, educational, and spiritual guidance, including for such purpose the making of distribution to organizations that qualify as exempt organization under section 501© 3 internal Revenue code or the corresponding section of any future tax code.

Section 2 specific purpose:

New Hope community of Faith Ministries’ specific purpose is to bring hope to all people regardless of race, ethnic origin, or creed. We are a ministry dedicated to bring hope and compassion of Christ, to share the good news and to try to help all we can in need.

1. To bring hope through community programs to help assist those in need
2. To share the gospel of Christ that is the good news that leads to salvation and holistic living.
3. To make available material to educate, and to lead to resources that will assist in emergency situations

Article III: MEMBERSHIP

Section 1: The membership of this corporation may consist of the members of the board of directors, which is subject to change as needed

Section 2: Contribution and donations is a great asset to this corporation, the distribution of these funds are voted upon by the board, and distributed as needed.

Section 3 Nonvoting affiliates

The board of directors may approve classes of nonvoting affiliates with rights, privileges, and obligations established by the board. Affiliates may be individuals, businesses, and other organizations that seek to support the mission of the corporation. At no time shall affiliate information be shared with or sold to other organizations or groups without affiliates consent. At the discretion of the board of directors affiliates may be given endorsement, recognition at fundraising activities, other events or at the corporation website. Affiliates have no voting rights and are not members of the corporation.

Article IV. BOARD OF DIRECTORS

Section 1: Number of Directors

New Hope Community of Faith Ministries shall have a board of directors consisting of at least 5 and no more than 7 directors. Within these limits the board may increase or decrease the numbers of directors serving on the board, including for the purpose of staggering the terms of directors.

Section 2: General Powers

The affairs of the corporation shall be managed by its board of directors. The board of directors shall have control of, and be responsible for the management of the affairs and property of the corporation. They shall be managed under the direction of the board except if otherwise provided by law.

Section 3: Terms:

All directors shall be elected to serve a 1 year term, however the term maybe extended until a successor has been elected. Director of term shall be staggered so that approximately half the number of directors will end their in any given year, also directors may serve terms in succession. The term of office shall be considered to begin January 1, and end in December 31 of the second year in office, unless the term is extended until such time as a successor has been elected.

Section 4 Qualification and Election of directors:

In order to be eligible to serve as a board director the individual must be 18 years of age, and an affiliate within affiliate classification created by the board of directors. Directors may be elected at any board meeting by a majority vote of the existing board of directors. The election of directors to replace those who have fulfilled their term of office shall take place in January of each year.

Section 5: Vacancies:

The board of directors may fill vacancies due to the expiration of a director's term of office, resignation, death, or removal of a director, or may appoint new directors to fill a previously unfilled board position, subject to the maximum number of directors under these bylaws.

- a. Unexpected vacancies: vacancies in the board of directors due to resignation, death, or removal shall be filled by the board for the balance of the term of the director being replaced

Section 6: Removal of directors

- a. A director maybe removed by 2/3rds vote by the board of directors then in office if, the director is absent and unexcused from two or more meetings of the board of directors in a twelve month period. The board president is empowered to excuse directors from attendance for reason deemed adequate by the board president. The president shall not have the power to excuse him/herself from the board meeting attendance, and in that case, the board vice president shall excuse the president. Or:

- b. For cause or no cause, if before any meeting of the board at which a vote on removal will be made the director in question is give electronic or written notification of the board intention to discuss her/him case and is give opportunity to be heard at a meeting of the board.

Section 7: Board of directors meetings

a. Regular meetings

The board of directors shall have a regular 4 meetings each calendar year at times and places fixed by the board. Board meetings may be held upon 4 days notice by postal mail, electronic mail, email, or 48 hour notice delivered personally, or by telephone. Notice of meetings shall specify place, day, and hour of meeting. The purpose of meeting need not be specified.

b. Special meetings

Special meetings of board may be called by the president, vice president, secretary, treasurer, or any two other directors of the board of directors. A special meeting must be preceded by at least two days notice to each director of the date, time, and place, but not the purpose, of the meeting.

Section 8 Manner of acting

a. Quorum

At least 2/3rds of meeting shall be in attendance in order transact business at that meeting of the board. No business shall be considered by the board at any meeting at which a quorum is not present.

b. Majority vote

Except as otherwise required by law, or by the article of incorporation, the act of the majority of the directors present at a meeting at which a quorum is present shall be the act of the board.

c. Hung board decisions

On the occasion that directors of the board are unable to make a decision based on a tied number of votes, the president or treasurer in the order of presence shall have the power to swing the vote based at his/her discretion.

d. Participation

Except as required otherwise by law, the articles of incorporation, or these bylaws, directors may participate in a regular or special meeting through the use of any means of communication by which all directors participating may simultaneously hear each other during the meeting, including in person, internet video meeting, and telephonic conference call.

Section 9: Compensation for board service

Directors shall receive no compensation for carrying out their duties as directors, the board may adapt policies providing reasonable reimbursement for expense incurred in conjunction with carrying out board responsibilities, such as travel expenses to attend board meeting.

Section 10: Compensation for professional services by directors

Directors are not restricted from being remunerated for professional services provided to the corporation. Such remuneration shall be reasonable and fair to the corporation, and must be reviewed and approved in accordance with the board conflict of interest policy and state law.

Article V: COMMITTEES

Section 1: committees

The board of directors may, by the resolution adopted by the majority of the directors then in office, designate one or more committees, each consisting of two or more directors to serve at the pleasure of the board any committee, to the extent provided in the resolution of the board, shall have all the authority of the board, except that no committee, regardless of board resolution, may;

- a. Take any final action on matters which also requires board members approval or approval of majority of all members
- b. Fill vacancies on the board of directors of in any committee which has the authority of the board
- c. Amend or repeal bylaws or adapt new bylaws
- d. Amend or repeal any resolution of the board of directors, which by its expressed terms is not so amendable or repeal able
- e. Appoint any other committees of the board of directors for the members of these committees

Section 2 Meetings and actions of the committees

Shall be governed by, and held, and taken in accordance with, the provisions of article 4 of these bylaws concerning meetings of the directors, with such changes in the context of those bylaws as are necessary to substitute the committee and its members for the board of directors and its members, except that the time of regular meetings of committees may be determined either by resolution of the board of directors or by resolution of the committee. Special meetings of the committee may also be called by the resolution of the board of directors notice of special meetings of the committees shall also be given to any and all alternate members, who shall have the right to attend all meetings of the committee. Minutes shall be kept at each meeting of the committee and shall be filed with the corporate records, the board of directors may adapt rules of the governing of the committee not inconsistent with the provision of these bylaws.

Section 3: Informal action by the board of directors

Any action required or permitted to be taken by the board of directors at a meeting may be taken without a meeting if consent in writing, setting forth the action so taken, shall be agreed by the consensus of a quorum. For purposes of this section an email transmission from an email address on record constitutes a valid writing the intent of this provision is to allow the board of directors to use email to approve actions as long the quorum of board members gives consent.

Article VI: Officers

Section 1: Board officers

The officers of the corporation shall be a board president, vice president, secretary, and treasurer, all of whom shall be chosen by and serve at the pleasure of the board of directors. Each board officer shall have the authority and perform the duties set forth in these bylaws,

or by resolution of the board, or by direction of an officer authorized by the board to prescribe the duties and authority of other officers the board may also appoint additional vice presidents and such other officers as it deems expedient for the proper conduct of the business of the corporation, each of whom shall have such authority and perform such duties as the board of directors may determine on person may hold two or more board offices, but no board officer may act in more than one capacity or action of two or more officers is required.

Section 2: Term of office

Each officer shall serve one year term of office and may not serve three consecutive term of office. Unless unanimously elected by the board at the end of their term or to fill a vacancy in an officer position, each board officer's term of office shall begin upon the adjournment of the board meeting at which elected, and shall end upon the adjournment of the board meeting at which a successor is elected.

Section 3: Removal and resignation

The board of directors may remove an officer at any time with or without cause. Any officer may resign at any time by giving a written notice to the officer without prejudice to the rights, if any, of the corporation under any contract to which the officer is a party. Any resignation shall take effect at the date of the receipt of the notice or at any later time specified in the notice, unless otherwise specified in the notice. Acceptance of an resignation shall not be necessary to make it effective.

Section 4: Board president

The board president shall be the chief officer of the corporation. The board president shall lead the board of directors in performing its duties and responsibilities, including, if present, presiding at all of the board of directors, and shall all other duties incident to the office of property required by the board of directors.

Section 5: Vice President

In the absence or disability of the board president, the ranking vice president or vice president designated by the board of directors shall perform the duties of the board president. And so acting, vice president shall have all the powers of and subject to all restrictions upon the board president. The vice president shall have such other powers and perform such other duties prescribed for them by the board of directors or the board president. The vice president shall normally accede to the office of board president upon the completion of the board president's term of office.

Section 6: Secretary

The secretary shall keep or cause to be kept a book of minutes of all meetings and action of directors and committee of directors. The minutes shall state the time and place in which they were held and such other information necessary to determine the action taken, and whether the meeting was held in accordance with the law and these bylaws. Secretary shall cause notice to be given of all meetings of directors, committees as required by the bylaws. The secretary shall have such other powers and perform such other duties as may be

prescribed by the board of directors or the board president. The secretary may appoint, with approval of the board, a director to assist in performance of all or part of the duties of the secretary.

Section 7: Treasurer

The treasurer shall be the lead director for the oversight of the financial condition and affairs of the corporation. The treasurer shall oversee and keep the board informed of the financial condition of the corporation and an audit or financial review results. In conjunction with other officers or directors, the treasurer shall oversee budget preparation and shall ensure appropriate financial reports, including an account of major transactions, and the financial condition of the corporation, are made available to the board of directors on a timely basis or as may be required by the board of directors, the treasurer shall perform all duties properly required by the board of directors or the president. The treasurer may appoint, with approval of the board a qualified fiscal agent or member of the staff to assist in performance of all or part of the duties of the treasurer.

Section 8: Non Director Officers

The board of directors may designate additional officer positions of the corporation and may appoint assigned duties to other non director officers of the corporation.

Article VII: Contracts, Checks, Loans, Indemnification, and related matters

Section 1: Contracts and other writings

Accept as otherwise provided by resolution of the board or board policy, all contracts, deeds, leases, mortgages, grants, and other agreements of the corporation shall be executed on its behalf by the treasurer or other persons to whom the corporation has delegated authority to execute such documents in accordance with policies approved by the board.

Section 2: Checks and Drafts

All checks, drafts, or other orders for payment of money, notes, or other evidence of indebtedness issue in the name of the corporation, shall be signed by founder and co-founder of the corporation only.

Section 3: Deposits

All funds of the corporation not otherwise employed shall be deposited from time to time to the credit of the corporation in such banks, trust companies, or other depository as the founder and cofounder select.

Section 4: Loans

No loans shall be contracted on behalf of the corporation and no evidence of indebtedness shall be issued in its name unless authorized by resolution of the board. Such authority may be general or confined to specific instances.

Section 5: Indemnification

a. Mandatory indemnification

The corporation may indemnify a director or former director who was wholly successful, on the merits or otherwise in the defense of any proceeding to which he/she

was a party because he/she is or was a director of the corporation against reasonable expenses incurred by him/her in connection with the proceedings.

b. Permissible indemnification

The corporation shall indemnify a director or former director made a party to a proceeding because he/she is or was a director of the corporation, against liability incurred in the proceeding, in the determination to indemnify him/her has been made in the manner prescribed by the law and payment has been authorized in the manner prescribed by law.

c. Advance for expenses

Expenses incurred in defending a civil or criminal action, suit or proceeding maybe paid by the corporation in advance of the final disposition of such action, suit or proceeding, as authorized by the board of directors in the specific case, upon receipt of (1) a written affirmation from the director, officer, employee or agent of his/her good faith belief that he/she is entitled to indemnification as authorized in this article, and (2) under taking by or on behalf of the director, officer, employee or agent to repay such amount, unless it shall ultimately be determined that he/she is entitled to be indemnified by the corporation in these bylaws.

d. Indemnification of officers, agents and employees

An officer of the corporation who is not a director is entitled to mandatory indemnification under this article to the same extent as a director. A corporation may also indemnify an advance expenses to an employee or agent of the corporation who is not a director, consistent with Florida law and policy, provided that such indemnification, and the scope of such indemnification, is set forth by the general or specific action of the board or by contract.

Article VIII: Miscellaneous

Section 1: Books and Records

The corporation shall keep correct books and records and shall keep minutes of the proceedings of all meetings of its board of directors, a record of all actions taken by the board of directors without a meeting, and a record taken by all action by the committee of the board. In addition the corporation shall keep a copy of the corporation of the articles of incorporation and bylaws as amended to date.

Section 2: Fiscal

The fiscal year of the corporation shall be from January 1 until December 31 of each year

Section 3: Conflict of Interest

The board shall adapt and periodically review a conflict of interest policy to protect the corporation's interest when it is contemplating any transaction or arrangement which may benefit any director, officer, employee, affiliate, or member of a committee with board delegated powers. This policy is intended to supplement but not replace any

applicable state or federal laws, governing a conflict of interest applicable to nonprofit and charitable organizations.

Section 4: Non discrimination policy

The officers, directors, committee members, employees, and people served by this corporation shall be selected entirely on a non discriminatory basis respect to age, sex, race, religion, nation origin, and sexual orientation. It is the policy of New Hope Community of Faith Ministries Inc. not to discrimination on base of race, creed, ancestry, marital status, gender, sexual orientation, age, physical disability, veteran status, political service or affiliation, color, religion, or nation origin.

Section 5: Bylaw amendment

These bylaws may be amended, altered, repealed, or restated by a vote of the majority of the board of directors then in office at a meeting of the board, provided, however,

- (a) That no amendment shall be made to these bylaws which would cause the corporation to cease to qualify as an exempt corporation under section 501 (c) 3 of the internal revenue code of 1986, or the corresponding section in of any future tax code, and,
- (b) That amendment does not affect the voting rights of the directors. An amendment that does affect the voting rights of the directors further requires ratification by 2/3rd vote of a quorum of directors at a board meeting.
- (c) That all amendments be consistent with the articles of incorporation

Article VIII: counter terrorism and due diligence policy

In furtherance of this exemption by contributions to other organization, domestic or foreign, New Hope Community of Faith Ministries Incorporated shall stipulate how the funds will be used and shall require the recipient shall provide the corporation with detailed records and financial proof of how the funds were utilized

Although adherence and compliance with the U.S. department of the treasures publication the “Voluntary Best Practice for U.S. based Charities” is not mandatory, New Hope Community of Faith Ministries Inc willfully and voluntarily recognizes and puts to practice these guidelines and suggestions to reduce, develop, reevaluate, and strengthen a risk based approach to guard against the threat of diversion of charitable funds or exploitation of charitable activity by terrorist organizations and their support networks.

New Hope Community of Faith Ministries Inc shall also comply and put into practice the federal guidelines, suggestions, laws and limitations set forth by preexisting U.S. legal requirements related to combated terrorist financing, which include, or not limited to, various sanctions programs administered by the office of foreign assets control (OFAC) in regard to its foreign activities.

Article X: Document retention policy

Section 1 Purpose

The purpose of this document retention policy is establishing standards for document integrity, retention, destruction, and to promote the proper treatment of New Hope Community of Faith Ministries Inc records.

Section 2: Policy

1. General guidelines

Records should not be kept if they are no longer needed for the operation of a business or required by law. Unnecessary records should be eliminated from the files. The cost of maintaining records is an expense which can grow unreasonable if good housekeeping is not performed, a mass of records also makes it more difficult to find important records.

From time to time New Hope Community of Faith Ministries Inc may establish retention or destruction policies or schedules for specific categories of records in order to ensure legal compliance, and also to accomplish other objectives, such as preserving intellectual property in cost management. Several categories of documents that warrant special consideration are identified below. While minimum retention periods are established, the retention of the documents identified below and documents not included in the identified categories should be determined primarily by the application under general guidelines effecting document retention, as well as the exception for litigation relevant documents and any other pertinent factors.

2. Exception for litigation relevant documents

New Hope Community of Faith Ministries Inc. expects all officers, directors, employees to comply fully with any published records retention or destruction policies, and schedules, provided that all officers, directors, employees should not the following general exception to any stated destruction schedule; if you believe or the New Hope Community of Faith Ministries Inc. informs you that corporate records are relevant to litigation, or potential litigation (i.e.) a dispute that could result in litigation, then you must preserve those records until it is determined that the records are no longer needed. That exemption supersedes any previously or subsequently established destruction schedule for those records.

Section 3: Minimum retention periods for specific categories

a. Corporate documents

Corporate records included the corporation's article of incorporation; bylaws and IRS form 1023 an application for exemption. Corporate records should retained permanently IRS require that the form 1023 be available for public inspection upon request

b. Tax records

Tax records include, but may not be limited to, documents concerning pay roll, expenses, proof of contributions made by donors, accounting procedures, and other documents concerning the corporation's revenues.

Tax records should be retained for at least 7 years, from the date of filing the applicable return.

c. Employment records/personnel records

State and federal statutes requires corporation to keep certain recruitment, employment, and personnel information. The corporation should also keep personnel files that reflect performance reviews, and any complaints brought against the corporation or individuals under applicable state and federal statutes. The corporation should also keep in the employees personnel file all final memoranda and correspondence reflecting performance review and actions taken by or against personnel. Employment application should be retained for three years. Retirement and pension records should be kept permanently. Other employment and personnel records should be retained for 7 years.

d. Board and board committee material

Meeting minutes shall be retained in perpetuity in the corporation minute book. A clean copy of all other board and board committee materials should be kept for no less than 3years by the corporation.

e. Press releases/public filings

The corporation should retain permanent copies of all press releases and publically filed documents under the theory that the corporation should have its own copy to test the accuracy of any document a member of a public and theoretically produced against the corporation.

f. Legal files

Legal council should be consulted to determine the retention period of particular documents, but legal documents should generally be maintained for a period of ten (10) years.

g. Marketing and sales documents

A corporation should keep final copies of marketing and sales documents for the same period of time it keeps other corporate files, generally 3 years. An exception to the 3 year policy maybe sales invoices, contracts, leases, licenses, and other legal documentation. These documents should be kept at least 3 years beyond the life of the agreement.

h. Development/intellectual property and trade secrets

Development documents are often subject to intellectual property protection in their final form (e.g. patents and copy rites) the documents detailing the development process often are also a value to the corporation, and are protected as a trade secret where the corporation; (!) independent economic value from the secrecy of the information; and (2) has taken affirmative steps to keep the information confidential.

The corporation shall keep all documents designated as containing trade secret information for at least the life of the trade secret.

i. Contracts

Final execution of all contracts entered into by the corporation shall be retained. The corporation shall retain copies of the final contracts for at least 3 years beyond the life of the agreement, and longer in the case of publically filed contracts.

j. Correspondence

Unless correspondence falls under another category listed elsewhere in this policy, correspondence shall generally be saved for 2 years.

k. Banking and Accounting

Accounts payable ledgers and schedules should be kept for 7 years bank reconciliations, bank statements, deposit slips and checks (unless for important payments and purchases) should be kept for 3 years. Any inventories of products, materials, supplies and invoices should be kept for 7 years.

l. Insurance

Expired insurance policies, records, accident reports, claims, etc. should be kept permanently.

m. Audit records

External audit reports shall be kept permanently. Internal audit reports shall be kept for 3 years.

Section 4: Electronic Mail/Email that needs to be saved should be either;

1. Printed in hard copy and kept in appropriate file; or

Downloaded to a computer file and kept electronically, or on disc as a separate file. The retention period depends on the subject matter of the email, as covered in this policy.

Article XI: Transparency and accountability (disclosure of financial information with the general public)

1. By making full and accurate information about its mission, activities, finances, and governance publically available New Hope Community of Faith Ministries Inc. practices and encourages transparency and accountability to the general public. This policy will;

a. Indicate which documents and material produced by the corporation or presumptively open to staff or the public

b. Indicate which documents and material produced by the corporation are presumptively closed to staff and public.

c. Specify procedures whereby the open and closed status of documents and material can be altered.

The details of this policy are as follows;

Section 2 Financial and IRS documents (form 1023 and 990)

New Hope Community of Faith Ministries shall provide its internal revenue forms 990, 990-T, 1023, and 5227, Bylaws, conflict of interest policy, and financial statements to the general public for inspection free of charge.

Section 3 Means and Conditions of Disclosure

New Hope Community of Faith Ministries Inc. shall make (widely available) the aforementioned documents on its internet website www.newhopecommunityoffaithministry.com to be viewed and inspected by the general public.

- a. The documents shall be posted in a format to allow an individual using the internet to access, download, view and print them in a manner that exactly reproduces the image of the original document filed with the IRS (except information exempt from public disclosure requirements such as: contributor list).
- b. Website shall clearly inform readers that the document is available and provide instruction for downloading it.
- c. New Hope Community of Faith Ministries Inc. shall not charge a fee for downloading the information. Documents shall not be posted in a format that shall require special computer hardware or software (other than software readily available to the public or necessary for their individual computer to download).
- d. New Hope Community of Faith Ministries Inc. shall inform anyone requesting the information where this information can be found including the web address. This information must be provided immediately for in-person request and within 7 days for mailing request.

Section 4: IRS annual information returns (form 990)

New Hope Community of Faith Ministries shall submit the form 990 to its board of directors prior to its filing of the form 990. While neither the approval of the form 990 or a review of the 990 is required under federal law, the corporations form 990 shall be submitted to each member of the board of directors (via hardcopy or email) at least 10 days before the form 990 is filed with IRS

Section 5: Board

- a. All board deliberations shall be closed to the general public unless otherwise expressed by the president of the board.
- b. All board minutes shall be opened to the public once excepted by the board, except where the board passes a motion to make any specific portion confidential
- c. All papers and materials shall be confidential after each board meeting until agreed otherwise

Section 6: Staff records

- a. All staff records shall be available for consultation by the staff member concerned or by the legal representative
- b. No staff shall be available to any person outside the corporation except the authorized governmental agencies
- c. When the corporation staff records shall be made available only to those persons with managerial or personnel responsibilities for that staff member, except that
- d. Staff records shall be made to the board when requested

Section 7: Donation/contribution records

All donors' information shall remain confidential unless otherwise required by governing laws or specific permission from the donor themselves.

Section 8: Provision Clause/Dissolution of properties

Upon termination or dissolution of New Hope Community of Faith Ministries Inc. any assets lawfully for distribution shall be distributed to one or more qualifying organizations described in section 501 (c) 3 IRS code of 1986, (described in any corresponding provision of any successor statute) which organization or organizations

Article XII: Code of Ethics and Whistle Blower policy

a. Purpose

New Hope Community of Faith Ministries Inc. requires and encourages directors, officers, and employees to observe and practice high standards of business and personal ethics in the conduct of their duties and responsibilities. The employees and representatives of the incorporation must practice honesty and integrity in fulfilling their responsibilities, and comply with all applicable laws and regulations. It is the intent of New Hope Community of Faith Ministries Inc. to adhere to all laws and regulations that apply to the corporation and the underline purpose of this policy is to support the corporation's goal of legal compliance the support of all corporate staff is necessary to achieving compliance with various laws and regulations. Violators will be reported and prosecuted at the highest extent of the law.

Section 2 Reporting violations

If any director, office, staff, or employee reasonably believes that someone or policy, practice, or activity of New Hope Community of Faith Ministries Inc. is violation of law a written complaint must be filed by that person with the vice president or the board president.

Section 3: Acting in good faith

Any one filing a complaint concerning a violation or suspected violation of the code must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation of the code, and the allegations are proved not to be substantiated and which proved to have been made maliciously or knowingly to be false shall be viewed as a serious disciplinary offense,

Section 4: Retaliation

Said person is protected from retaliation only if she/he brings the alleged unlawful activity, policy, or practice to the attention of New Hope Community of Faith Ministry Inc. and provides the New Hope Community of Faith Ministry Inc. with a reasonable opportunity to investigate and correct the alleged unlawful activity, the protection is only available to individuals that comply with this requirement.

New Hope Community of Faith Ministries Inc. shall not retaliate against any director, officer, staff, or employee who in good faith has made the protest or raise a complaint against some practice of New Hope Community of Faith Ministries Inc. or another

individual, or entity of whom New Hope Community of Faith Ministries Inc. has a business relationship, on the basis of a reasonable belief that the practice is in violation of the law, or a clear mandate of public policy

New Hope Community of Faith Ministries Inc. shall not retaliate against any director, officer, staff, or any employee who discloses or threatens to disclose to a supervisor or a public body, any activity, policy, or practice of New Hope Community of Faith Ministries Inc. that the individual reasonably believes that the corporation is in violation of the law, or a rule, or a regulation mandated pursuant to law, or is in violation of a clear mandate public policy concerning the health, safety, welfare, or protection of the environment.

Section 5: Confidentiality

Violations or suspected violations may be submitted on a confidential basis by the complainant or may be submitted anonymously. Reports of violations or suspected violations shall be kept confidential to the highest extent possible, consistent with the need to conduct an adequate investigation.

Section 6: Handling of Reported Violations

The board president or vice president shall notify the sender and acknowledge receipt of the violation or suspected violation within 5 business days. All reports shall be promptly investigated by the board and its appointed committee, and appropriate corrective action shall be taken if warranted by the investigation. This policy shall be made available to all directors, officers, staff or employees and shall have the opportunity to ask questions about the policy.

Article XIII: Amendment of Articles of Incorporation

Section 1: Any amendment of the articles of incorporation may be adopted by the approval of 2/3rds of the board of directors' period.

Adoption of Bylaws

We, the undersigned, are all of the initial directors or incorporators of this corporation, and we consent to, and hereby do, adopt the foregoing bylaws, consisting of the 14 preceding pages as the bylaws of this corporation.

Adopted and approved by the board of directors on this _____ day of _____, 2016.
