

NON-PROFIT BYLAWS OF Celebrate MiLIFE

PREAMBLE

The following Bylaws shall be subject to, and governed by, the Non-Profit Corporation Act of Michigan and the Articles of Incorporation of Celebrate MiLIFE. In the event of a direct conflict between the herein contained provisions of these Bylaws and the mandatory provisions of the Non-Profit Corporation Act of Michigan, said Non-Profit Corporation Act shall be the prevailing controlling law. In the event of a direct conflict between the provisions of these Bylaws and the Articles of Incorporation of Corporation/Organization, it shall then be these Bylaws which shall be controlling.

ARTICLE 1 – NAME

The legal name of the Non-Profit Corporation/Organization shall be known as Celebrate MiLIFE, and shall herein be referred to as the "MiLIFE."

ARTICLE 2 – PURPOSE

The general purposes for which MiLIFE has been established are as follows:

The purposes for which the Non-Profit Corporation is formed, as set forth in the attached Articles of Incorporation, are: supporting mental well-being by providing accessible resources, fostering open conversations, and celebrating resilience. MiLIFE's programs offer healthier coping options such as non-alcoholic social settings, workplace wellness initiatives, and crucial community support.

MiLIFE is established within the meaning of IRS Publication 557 Section 501(c)(3) Organization of the Internal Revenue Code of 1986, as amended (the "Code") or the corresponding section of any future federal tax code and shall be operated exclusively for the purposes mentioned above and in the Articles of Incorporation.

In addition, MiLIFE has been formed for the purpose of performing all things incidental to, or appropriate in, the foregoing specific and primary purposes. However, MiLIFE shall not, except to an insubstantial degree, engage in any activity or the exercise of any powers which are not in furtherance of its primary non-profit purposes.

MiLIFE shall hold and may exercise all such powers as may be conferred upon any nonprofit organization by the laws of the State of Michigan and as may be necessary or expedient for the administration of the affairs and attainment of the purposes of MiLIFE. At no time and in no event shall MiLIFE participate in any activities which have not been permitted to be carried out by a Corporation/Organization exempt under Section 501(c)3 of the Internal Revenue Code of 1986 (the "Code").

ARTICLE 3 – OFFICES

The principal office of MiLIFE shall be located at 9740 Shook Rd, Romulus, MI 48174. MiLIFE may have other such offices as the Board of Directors may determine or deem necessary, or as the affairs of MiLIFE may find a need for from time to time.

ARTICLE 4 – DEDICATION OF ASSETS

The properties and assets of MiLIFE are irrevocably dedicated to and for non-profit purposes only. No part of the net earnings, properties, or assets of MiLIFE, on dissolution or otherwise, shall inure to the benefit of any person or any member, director, or officer of MiLIFE. On liquidation or dissolution, all remaining properties and assets of MiLIFE shall be distributed and paid over to an organization, decided

by the board, that is dedicated to non-profit purposes and which has established its tax-exempt status pursuant to Section 501(c)3 of the Code.

ARTICLE 5 – BOARD OF DIRECTORS

General Powers and Responsibilities

MiLIFE shall be governed by a Board of Directors (the "Board"), which shall have all the rights, powers, privileges and limitations of liability of directors of a non-profit corporation organized under the Non-Profit Corporation Act of Michigan. The Board shall establish policies and directives governing business and programs of MiLIFE and shall delegate to the CEO and staff, subject to the provisions of these Bylaws, authority and responsibility to see that the policies and directives are appropriately followed.

The Board shall be elected by a Governance Committee every 2 years. MiLIFE's Board must include a Chair of the Board (President), a Secretary, and a Treasurer as required by the State of Michigan. Other officers may be elected up to a total of 5 members, as the Board may designate by resolution, such as a Vice Chair, an Advisory Board Member, and/or At-Large. The same person may hold any number of offices, except that neither the Secretary nor the Treasurer may serve concurrently as the Chair of the Board. In addition to the duties in accordance with this Article, officers shall conduct all other duties typically pertaining to their offices and other such duties which may be required by law, Articles of Incorporation, or by these bylaws, subject to control of the Board of Directors, and they shall perform any other such additional duties which the Board of Directors may assign to them at their discretion.

Chair of the Board, also known as the President of the Board, oversees the organization's business affairs and ensures the board is aligned with the mission. Vice Chair supports the Chair of the Board and other leadership. In the absence of another Board Member, including Chair, Vice Chair will become acting Member for that time. Secretary is the main source of documentation for the Board discussions. Treasurer is the financial intermediary between the Board and the staff and ensures the board understands important financial issues. The Treasurer shall examine and document the approval of the Organization's revenue and expenditures. Advisory Board Member is an expert in their field (any field related to MiLIFE's mission) and provides valuable input. The CEO, or any other staff member, may be considered for any position on the board, including Chair, only if deemed necessary by the Board.

Number and Qualifications

The Board shall have up to 5, but no fewer than 3 (who are not all related), Board members as required by the State of Michigan. The Board must contain at least a president, secretary, and treasurer. The number of Board members may be increased beyond 5 members or decreased to less than 3 members by the affirmative vote of a simple majority of the then serving Board of Directors. A Board member need not be a resident of the State of Michigan. In addition to the regular membership of the Board, representative of such other organizations or individuals as the Board may deem advisable to elect shall be *At-Large Board Members*, which will have the same rights and obligations, including voting power, as the other directors.

Board Compensation

The Board shall receive no compensation other than for reasonable expenses. However, provided the compensation structure complies with Sections relating to "Contracts Involving Board Members and/or Officers" as stipulated under these Bylaws, nothing in these Bylaws shall be construed to preclude any Board member from serving MiLIFE in any other capacity and receiving compensation for services rendered.

Board Elections

The Governance Committee shall present nominations for new and renewing Board members biennially (every two years). The nomination process shall commence no later than the start of the third quarter (July 1st) of the election year. Recommendations from the Governance Committee, including the slate of nominees, shall be provided to the current Board of Directors in writing prior to the vote. Elections for the incoming Board of Directors, who shall each serve a term of two (2) years, shall take place at a Board meeting towards the end of the fiscal year, but no later than December 1st of the election year. Approval of new and renewing Board members shall require a majority vote of those Board members present at a meeting at which a quorum has been established.

Term of Board

All appointments to the Board shall be for a term of 2 year(s). No person shall serve more than 10 consecutive terms unless a majority of the Board, during the course of a Board meeting at which a quorum is present, votes to appoint a Board member to 10 additional year(s). No person shall serve more than 30 consecutive years. After serving the maximum total number of consecutive years on the Board, a member may be eligible for reconsideration as a Board member after 1 year has passed since the conclusion of such Board member's service.

Vacancies

A vacancy on the Board of Directors may exist at the occurrence of the following conditions:

- a) The death, resignation, or removal of any director; or
- b) The declaration by resolution of the Board of a vacancy in the office of a director who has been declared of unsound mind by a final order of court, convicted of a felony, found by final order or judgment of any court to have breached a duty pursuant to the Corporation Code and/or Act of the law dealing with the standards of conduct for a director, or has missed 3 meetings of the Board during their term; or
- c) An increase in the authorized number of directors; or
- d) The failure of the directors, at any annual or other meeting of directors at which director(s) are to be elected, to elect the full authorized number of directors.

The Board of Directors, by way of affirmative vote of a majority of the directors then currently in office, may remove any director without cause at any regular or special meeting, provided that the director to be removed has been notified in writing in the manner set forth in Article 5 – Meetings that such action would be considered at the meeting.

Except as provided in this paragraph, any director may resign effective upon giving written notice to the chair of the Board or the CEO unless the notice specifies a later time for the effectiveness of the resignation. If the resignation is effective at a future time, a successor may be designated to take office when the resignation becomes effective. Unless the Attorney General of Michigan is first notified, no director may resign when MiLIFE would then be left without a duly elected director in charge of its affairs.

Any vacancy on the Board may be filled by vote of a simple majority of the directors then in office, whether or not the number of directors then in office is less than a quorum, or by vote of a sole remaining director. No reduction of the authorized number of directors shall have the effect of removing any director before that director's term of office expires. A Board member elected to fill a vacancy shall be elected for the unexpired term of his or her predecessor in office.

Resignation

Each Board member shall have the right to resign at any time upon written notice thereof to the Chair of the Board or the CEO. Unless otherwise specified in the notice, the resignation shall take effect upon receipt thereof, and the acceptance of such resignation shall take effect upon receipt thereof, and the acceptance of such resignation shall not be necessary to make it effective.

Removal

A Board member may be removed, with or without cause, at any duly constituted meeting of the Board, by the affirmative vote of a simple majority of then-serving Board members.

Meetings

The Board's regular meetings may be held at such time and place as shall be determined by the Board. The Chair of the Board or any 2 regular Board members may call a special meeting of the Board with 1 days' written notice provided to each member of the Board. The notice shall be served upon each Board member via hand delivery, regular mail, email, or fax (not a text). The person(s) authorized to call such special meetings of the Board may also establish the place the meeting is to be conducted, so long as it is a reasonable place to hold any special meeting of the Board.

Minutes

The Secretary shall be responsible for the recording of all minutes of each and every meeting of the Board in which business shall be transacted in such order as the Board may determine from time to time. However, in the event that the Secretary and Vice Chair are unavailable, the Chair of the Board shall appoint an individual to act as Secretary at the meeting. The Secretary, or the individual appointed to act as Secretary, shall prepare the minutes of the meetings, which shall be delivered to MiLIFE to be placed in the minute books. A copy of the minutes shall be delivered to each Board member via either regular mail, hand delivered, emailed, or faxed within 3 business days after the close of each Board meeting.

Action by Written Consent

Any action required by law to be taken at a meeting of the Board, or any action that may be taken at a meeting of the Board, may be taken without a meeting if consent in writing setting forth the action so taken shall be signed by all Board members. The number of directors in office must constitute a quorum for an action taken by unanimous written consent. Such consent shall be placed in the minute book of MiLIFE and shall have the same force and effect as a unanimous vote of the Board taken at an actual meeting. The Board members' written consent may be executed in multiple counterparts or copies, each of which shall be deemed an original for all purposes. In addition, facsimile signatures and electronic signatures or other electronic "consent click" acknowledgments shall be effective as original signatures.

Quorum

At each meeting of the Board of Directors or Board Committees, the presence of 3 persons shall constitute a quorum for the transaction of business, or 3/5 of the board/committee. If at any time the Board consists of an even number of members and a vote results in a tie, then the vote of the Chair of the Board shall decide to cast 1 extra vote or to move the vote to another meeting. The act of the majority of the Board members serving on the Board or Board Committees and present at a meeting in which there is a quorum shall be the act of the Board or Board Committees, unless otherwise provided by the Articles of Incorporation, these Bylaws, or a law specifically requiring otherwise. If a quorum is

not present at a meeting, the Board members present may adjourn the meeting from time to time without further notice until a quorum shall be present. However, a Board member shall be considered present at any meeting of the Board or Board Committees if during the meeting he or she is present via telephone or web conferencing with the other Board members participating in the meeting.

Voting

Each Board member shall only have one vote. Except in the case of a tie, in which case the Chair of the Board will choose to cast 1 extra vote or to move the vote to another meeting.

Proxy

Board members shall not be allowed to vote by written proxy.

Board Member Attendance

An elected Board Member who is absent from 2 regular meetings of the Board during their term shall be encouraged to reevaluate with the Chair of the Board his/her commitment to MiLIFE. The Board may deem a Board member who has missed 3 meetings without such a reevaluation with the Chair to have resigned from the Board.

ARTICLE 6 – OFFICERS (Staff)

Officers and Duties

The Board shall elect officers of MiLIFE which must include a Chief Executive Officer (also known as CEO and President), a Secretary, and a Treasurer as required by the State of Michigan. Also required by the State of Michigan, MiLIFE shall have a Registered Agent. This must be someone with a physical Michigan address and receive important legal notices on behalf of the organization. This position may be filled by any of the officers. Other officers may be elected, as the Board may designate by resolution. The same person may hold any number of offices, except that neither the Secretary nor the Treasurer may serve concurrently as the CEO. In addition to the duties in accordance with this Article, officers shall conduct all other duties typically pertaining to their offices and other such duties which may be required by law, Articles of Incorporation, or by these bylaws, subject to control of the Board of Directors, and they shall perform any other such additional duties which the Board of Directors may assign to them at their discretion.

The Chief Executive Officer will be selected by the Board, and shall serve the needs of the Board, subject to all the rights, if any, of any officer who may be under a contract of employment. The board hires the top executive, who is then delegated the authority to hire and manage all other staff. Therefore, without any bias or predisposition to the rights of any officer that may be under any contract of employment, any officer may be removed with or without cause by the Board. All officers have the right to resign at any time by providing notice in writing to their immediate superior or the Chair of the Board, without bias or predisposition to all rights, if any, of MiLIFE under any contract to which said officer is a part thereof. All resignations shall become effective upon the date on which the written notice of resignation is received or at any time later as may be specified within the resignation; and unless otherwise indicated within the written notice, a stated acceptance of the resignation shall not be required to make the resignation effective.

Any and all vacancies in any office because of death, resignation, disqualification, removal, or for any other cause, shall be filled in accordance to the herein prescribed bylaws for regular appointments to

such office. The compensation, if any, of the officers shall be fixed or determined by resolution of the Board of Directors.

Chief Executive Officer - CEO (*President*)

It shall be the responsibility of the CEO, in general, to supervise and conduct all activities and operations of MiLIFE, subject to the control, advice and consent of the Board of Directors. The CEO shall keep the Board of Directors completely informed, shall freely consult with them in relation to all activities of MiLIFE, and shall see that all orders and/or resolutions of the Board are carried out to the effect intended. The Board of Directors may place the CEO under a contract of employment where appropriate. The CEO shall be empowered to act, speak for, or otherwise represent MiLIFE between meetings of the Board. The CEO shall be responsible for the hiring and firing of all personnel, and shall be responsible for keeping the Board informed at all times of staff performance and for implementing any personnel policies which may be adopted and implemented by the Board. The CEO, at all times, is authorized to contract, receive, deposit, disburse and account for all funds of MiLIFE, to execute in the name of MiLIFE all contracts and other documents authorized either generally or specifically by the Board to be executed by MiLIFE, and to negotiate any and all material business transactions of MiLIFE.

Chief Operation Officer – COO

The COO is responsible for overseeing day-to-day operations and ensuring company culture is understood and followed. In the event there is not an elected Chief Financial Officer, the COO shall also act as the Treasurer of the organization and consult with the Treasurer of the Board on all financial matters.

Chief Communications Officer – CCO (*Secretary*)

The CCO will manage the organization's internal and external communications and public relations. The CCO will also be the acting Secretary of the Organization and consult with the Secretary of the Board on all documentation and communication. A copy of all records and documents of MiLIFE are required to be kept at the principal office of MiLIFE at 9740 Shook Rd, Romulus, MI 48174.

Chief Financial Officer - CFO (*Treasurer*)

The CFO shall keep and maintain, or cause to be kept and maintained, adequate and accurate accounts of all the properties and business transactions of MiLIFE, including accounts of its assets, liabilities, receipts, disbursements, gains, losses, capital, retained earnings, and other matters customarily included in financial statements. The CFO will also be the acting Treasurer of the organization and consult with the Treasurer of the Board on all financial matters.

The CFO shall be responsible for ensuring the deposit of, or cause to be deposited, all money and other valuables as may be designated by the Board of Directors. Furthermore, the Treasurer shall disburse, or cause to be disbursed, the funds of MiLIFE, as may be ordered by the Board of Directors, and shall render to the Chair of the Board, Treasurer of the Board, or CEO of the organization whenever requested, an account of all the requested transactions and of the financial condition of MiLIFE.

The CFO shall give MiLIFE a bond, if so requested and required by the Board of Directors, in the amount and with the surety or sureties specified by the Board for faithful performance of the duties of the Treasurer's office and for restoration to MiLIFE of all its books, papers, vouchers, money and other property of every kind in the CFO's possession or under the CFO's control upon the CFO's death, resignation, retirement, or removal from office. MiLIFE shall pay the cost of such a bond.

ARTICLE 7 – COMMITTEES

Committees of Directors

The Board of Directors may, by resolution adopted by a majority of the directors then in office, provided that a quorum is present, designate one or more committees to exercise all or a portion of the authority of the Board, to the extent of the powers specifically delegated in the resolution of the Board or in these bylaws. Each such committee shall consist of two (2) or more directors, and may also include persons who are not on the Board but whom the directors believe to be reliable and competent to serve at the specific committee. However, committees exercising any authority of the Board of Directors may not have any non-director members. The Board may designate one or more alternative members of any committee who may replace any absent member at any meeting of the committee. The appointment of members or alternate members of a committee requires the vote of a majority of the directors then in office, provided that a quorum is present.

The Board of Directors may also designate one or more advisory committees that do not have the authority of the Board. However, no committee, regardless of Board resolution, may:

- a) Approve of any action that, pursuant to applicable Law, would also require the affirmative vote of the members of the Board if this were a membership vote.
- b) b) Fill vacancies on, or remove the members of, the Board of Directors or any committee that has the authority of the Board.
- c) c) Fix compensation of the directors serving on the Board or on any committee.
- d) d) Amend or repeal the Articles of Incorporation or bylaws or adopt new bylaws.
- e) e) Amend or repeal any resolution of the Board of Directors that by its express terms is not so amendable or repealable.
- f) f) Appoint any other committees of the Board of Directors or their members.
- g) g) Approve a plan of merger, consolidation, voluntary dissolution, bankruptcy, or reorganization; or a plan for the sale, lease, or exchange of all or considerably all of the property and assets of MiLIFE otherwise than in the usual and regular course of its business; or revoke any such plan.
- h) Approve any self-dealing transaction, except as provided pursuant to law.

Unless otherwise authorized by the Board of Directors, no committee shall compel MiLIFE in a contract or agreement or expend Corporation/Organization funds.

Meetings and Actions of Committees

Meetings and actions of all committees shall be governed by, and held and taken in accordance with, the provisions of Article 5 - Board of Directors of these bylaws concerning meetings and actions 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 for regular meetings of committees may be determined either by resolution of the Board of Directors or by resolution of the committee. Special meetings of committees may also be called by resolution of the Board of Directors. Notice of special meetings of 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 of each meeting of any committee and shall be filed with MiLIFE records. The Board of Directors may adopt rules not consistent with the provisions of these bylaws for the governance of any committee.

If a director relies on information prepared by a committee of the Board on which the director does not serve, the committee must be composed exclusively of any or any combination of (a) directors, (b) directors or employees of MiLIFE whom the director believes to be reliable and competent in the

matters presented, or (c) counsel, independent accountants, or other persons as to matters which the director believes to be within that person's professional or expert competence.

Executive Committee

Pursuant to Article 7 - Committee of Directors, the Board may appoint an Executive Committee composed of a minimum of 3 Board Members, one of whom shall be the Chair of the Board and another shall be either the Secretary or the Treasurer, to serve on the Executive Committee of the Board. The Executive Committee, unless limited in a resolution of the Board, shall have and may exercise all the authority of the Board in the management of the business and affairs of MiLIFE between meetings of the Board, provided, however, that the Executive Committee shall not have the authority of the Board in reference to those matters enumerated in Article 7 - Committee of Directors. A Secretary of the committee must be elected by the Board of Directors and shall send to each director a summary report of the business conducted in any meeting of the Executive Committee.

ARTICLE 8 - STANDARD OF CARE

General

A director shall perform all the duties of a director, including, but not limited to, duties as a member of any committee of the Board on which the director may serve, in such a manner as the director deems to be in the best interest of MiLIFE and with such care, including reasonable inquiry, as an ordinary, prudent, and reasonable person in a similar situation may exercise under similar circumstances. In the performance of the duties of a director, a director shall be entitled to rely on information, opinions, reports, or statements, including financial statements and other financial data, in each case prepared or presented by:

- a) One or more officers or employees of MiLIFE whom the director deems to be reliable and competent in the matters presented;
- b) Counsel, independent accountants, or other persons, as to the matters which the director deems to be within such person's professional or expert competence; or
- c) A committee of the Board upon which the director does not serve, as to matters within its designated authority, which committee the director deems to merit confidence,

so long as in any such case the director acts in good faith, after reasonable inquiry when the need may be indicated by the circumstances, and without knowledge that would cause such reliance to be unwarranted.

Except as herein provided in Article 8 - Standard of Care, any person who performs the duties of a director in accordance with the above shall have no liability based upon any failure or alleged failure to discharge that person's obligations as a director, including, without limitation of the following, any actions or omissions which exceed or defeat a public or charitable purpose to MiLIFE, or assets held by it, are dedicated.

Loans

MiLIFE shall not make any loan of money or property to, or guarantee the obligation of, any director or officer, unless approved by the Michigan Attorney General; provided, however, that MiLIFE may advance money to a director or officer of MiLIFE or any subsidiary for expenses reasonably anticipated to be incurred in the performance of the duties of such officer or director so long as such individual would be entitled to be reimbursed for such expenses absent that advance.

Conflict of Interest

The purpose of the Conflict of Interest policy is to protect MiLIFE's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of one of its officers or directors, or that might otherwise result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable corporations/organizations and is not intended as an exclusive statement of responsibilities.

Restriction on Interested Directors

Not more than 49% (percent) of the persons serving on the Board of Directors at any time may be interested persons. An interested person is (a) any person currently being compensated by MiLIFE for services rendered to it within the previous twelve (12) months, whether as a full-time or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a director; and (b) any brother, sister, parent, ancestor, descendent, spouse, brother-in-law, sister-in-law, son-in-law, mother-in-law, or father-in-law of any such person. However, any violation of the provisions of this section shall not affect the validity or enforceability of any transaction entered into by the interested person.

Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors who are considering the proposed transaction or arrangement. *Establishing a Conflict of Interest* After the disclosure of the financial interest and all material facts, and after any discussion with the interested person, the interested person shall leave the Board meeting while the potential conflict of interest is discussed and voted upon. The remaining Board members shall decide if a conflict of interest exists.

Addressing a Conflict of Interest

In the event that the Board should establish that a proposed transaction or arrangement establishes a conflict of interest, the Board shall then proceed with the following actions:

- a) Any interested person may render a request or report at the Board meeting, but upon completion of said request or report the individual shall be excused while the Board discusses the information and/or material presented and then votes on the transaction or arrangement proposed involving the possible conflict of interest.
- b) The Chair of the Board shall, if deemed necessary and appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- c) After exercising due diligence, the Board shall determine whether the organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- d) If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the Board shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the best interest of the organization, for its own benefit, and whether it is fair and reasonable. It shall make its decision as to whether to enter into the transaction arrangement in conformity with this determination.

Violations of Conflict of Interest Policy

Should the Board have reasonable cause to believe an interested person has failed to disclose actual or possible conflicts of interest, the Board shall then inform the interested person of the basis for such belief and afford the interested person an opportunity to explain the alleged failure to disclose. If, after hearing the interested person's explanation, and after making further investigation as may be warranted in consideration of the circumstances, the Board determines the interested person intentionally failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

Procedures and Records

All minutes of the Board Meetings, when a conflict may be present, shall contain the following information:

- a) The names of all the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the Board's decision as to whether a conflict of interest in fact existed.
- b) The names of the persons who were present for discussions and any votes relating to the transaction or arrangement, the content of the discussions, including any alternatives to the proposed transaction or arrangement, and a record of any vote taken in connection with the proceedings.

Acknowledgement of Conflict of Interest Policy

Each director, principal officer, and member of a committee with Board delegated powers shall be required to sign a statement which affirms that such person:

- a) Has received a copy of the conflict of interest policy;
- b) Has read and understands the policy;
- c) Has agreed to comply with the policy; and
- d) Understands that MiLIFE is charitable, and in order to maintain its federal tax exemption, it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Violation of Loyalty - Self-Dealing Contracts

A self-dealing contract is any contract or transaction (i) between MiLIFE and one or more of its Directors, or between MiLIFE and any corporation, firm, or association in which one or more of the Directors has a material financial interest ("Interested Director"), or (ii) between MiLIFE and a corporation, firm, or association of which one or more of its directors are Directors of MiLIFE. Said self-dealing shall not be void or voidable because such Director(s) of corporation, firm, or association are parties or because said Director(s) are present at the meeting of the Board of Directors or committee which authorizes, approves or ratifies the self-dealing contract, if:

- a) All material facts are fully disclosed to or otherwise known by the members of the Board and the self-dealing contract is approved by the Interested Director in good faith (without including the vote of any membership owned by said interested Director(s));
- b) All material facts are fully disclosed to or otherwise known by the Board of Directors or committee, and the Board of Directors or committee authorizes, approves, or ratifies the self-dealing contract in good faith—without counting the vote of the interest Director(s)— and the contract is just and reasonable as to MiLIFE at the time it is authorized, approved, or ratified; or

- c) As to contracts not approved as provided in above sections (a) and/or (b), the person asserting the validity of the self-dealing contract sustains the burden of proving that the contract was just and reasonable as to MiLIFE at the time it was authorized, approved, or ratified.

Interested Director(s) 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 a contract or transaction as provided for and contained in this section.

Indemnification

To the fullest extent permitted by law, MiLIFE shall indemnify its "agents," as described by law, including its directors, officers, employees and volunteers, and including persons formerly occupying any such position, and their heirs, executors and administrators, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any "proceeding," and including any action by or in the right of MiLIFE, by reason of the fact that the person is or was a person as described in the Non-Profit Corporation Act. Such right of indemnification shall not be deemed exclusive of any other right to which such persons may be entitled apart from this Article. To the fullest extent permitted by law, and, except as otherwise determined by the Board in a specific instance, expenses incurred by a person seeking indemnification in defending any "proceeding" shall be advanced by MiLIFE of an undertaking by or on behalf of that person to repay such amount unless it is ultimately determined that the person is entitled to be indemnified by MiLIFE for those expenses. MiLIFE shall have the power to purchase and maintain insurance on behalf of any agent of MiLIFE, to the fullest extent permitted by law, against any liability asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, or to give other indemnification to the extent permitted by law.

ARTICLE 9 – EXECUTION OF CORPORATE INSTRUMENTS

Execution of Corporate Instruments

The Board of Directors may, at its discretion, determine the method and designate the signatory officer or officers, or other person or persons, to execute any corporate instrument or document, or to sign the corporate name without limitation, except when otherwise provided by law, and such execution or signature shall be binding upon MiLIFE.

Unless otherwise specifically determined by the Board of Directors or otherwise required by law, formal contracts of MiLIFE, promissory notes, deeds of trust, mortgages, other evidences of indebtedness of MiLIFE, other organization instruments or documents, memberships in other corporations/organizations, and certificates of shares of stock owned by MiLIFE shall be executed, signed, and/or endorsed by the CEO or the Chair of the Board.

All checks and drafts drawn on banks or other depositories on funds to the credit of MiLIFE, or in special accounts of MiLIFE, shall be signed by such person or persons as the Board of Directors shall authorize to do so.

Loans and Contracts

No loans or advances shall be contracted on behalf of MiLIFE and no note or other evidence of indebtedness shall be issued in its name unless and except as the specific transaction is authorized by the Board of Directors. Without the express and specific authorization of the Board, no officer or other agent of MiLIFE may enter into any contract or execute and deliver any instrument in the name of and on behalf of MiLIFE.

ARTICLE 10 – RECORDS AND REPORTS

Maintenance and Inspection of Articles and Bylaws

MiLIFE shall keep at its principal office the original or a copy of its Articles of Incorporation and bylaws as amended to date, which shall be open to inspection by the directors at all reasonable times during office hours.

Maintenance and Inspection of Federal Tax Exemption Application and Annual Information

Returns

MiLIFE shall keep at its principal office a copy of its federal tax exemption application and its annual information returns for three years from their date of filing, which shall be open to public inspection and copying to the extent required by law.

Maintenance and Inspection of Other Corporate Records

MiLIFE shall keep adequate and correct books and records of accounts and written minutes of the proceedings of the Board and committees of the Board. All such records shall be kept at a place or places as designated by the Board and committees of the Board, or in the absence of such designation, at the principal office of MiLIFE. The minutes shall be kept in written or typed form, and other books and records shall be kept either in written or typed form or in any form capable of being converted into written, typed, or printed form. Upon leaving office, each officer, employee, or agent of MiLIFE shall turn over to his or her successor or the Chair of the Board or President, in good order, such corporate/organization monies, books, records, minutes, lists, documents, contracts or other property of MiLIFE as have been in the custody of such officer, employee, or agent during his or her term of office.

Every director shall have the absolute right at any reasonable time to inspect all books, records, and documents of every kind and the physical properties of MiLIFE and each of its subsidiary corporations/organizations. The inspection may be made in person or by an agent or attorney, and shall include the right to copy and make extracts of documents.

Preparation of Annual Financial Statements

A. Board Oversight: The Board of Directors shall annually review the financial records and reports of the Organization.

B. Engagement of Independent Accountant: The Board of Directors shall engage an independent Certified Public Accountant (CPA) to perform the following level of financial statement engagement based on the Corporation's annual gross contributions (excluding government grants) for the immediately preceding fiscal year:

1. **If Annual Gross Contributions are less than \$250,000:** An independent CPA engagement is **not required** by the Board, unless otherwise mandated by a grant, loan, or specific third-party requirement. The Treasurer, with the assistance of management, shall be responsible for preparing the annual financial statements and the IRS Form 990 for review and approval by the Board.
2. **If Annual Gross Contributions are \$250,000 or more, but less than \$500,000:** The Board shall ensure that the Corporation obtains a **CPA Reviewed Financial Statement** engagement.

3. **If Annual Gross Contributions are \$500,000 or more:** The Board shall ensure that the Corporation obtains a **CPA Audited Financial Statement** engagement.

Reports

The Board shall ensure an annual report is sent to all directors within 100 days after the end of the fiscal year of MiLIFE, which shall contain the following information:

- a) The assets and liabilities, including trust funds, of this corporation at the end of the fiscal year.
- b) The principal changes in assets and liabilities, including trust funds, during the fiscal year.
- c) The expenses or disbursements of MiLIFE for both general and restricted purposes during the fiscal year.
- d) The information required by Non-Profit Corporation Act concerning certain self-dealing transactions involving more than \$50,000 or indemnifications involving more than \$10,000 which took place during the fiscal year.

The report shall be accompanied by any pertinent report from an independent accountant or, if there is no such report, the certificate of an authorized officer of MiLIFE that such statements were prepared without audit from the books and records of MiLIFE.

ARTICLE 11 – FISCAL YEAR

The fiscal year for MiLIFE shall end on December 31st.

ARTICLE 12 – AMENDMENTS AND REVISIONS

These bylaws may be adopted, amended, or repealed by the vote of a simple majority of the directors then in office. Such action is authorized only at a duly called and held meeting of the Board of Directors for which written notice of such meeting, setting forth the proposed bylaw revisions with explanations therefore, is given in accordance with these bylaws. If any provision of these bylaws requires the vote of a larger portion of the Board than is otherwise required by law, that provision may not be altered, amended or repealed by that greater vote.

ARTICLE 13 – CORPORATE/ORGANIZATION SEAL

The Board of Directors may adopt, use, and alter a corporate/organization seal. The seal shall be kept at the principal office of MiLIFE. Failure to affix the seal to any corporate/organization instrument, however, shall not affect the validity of that instrument.

ARTICLE 14 – CONSTRUCTION AND DEFINITIONS

Unless the context otherwise requires, the general provisions, rules of construction, and definitions contained in the Non-Profit Corporation Act as amended from time to time shall govern the construction of these bylaws. Without limiting the generality of the foregoing, the masculine gender includes the feminine and neuter, the singular number includes the plural and the plural number includes the singular, and the term "person" includes a Corporation/Organization as well as a natural person. If any competent court of law shall deem any portion of these bylaws invalid or inoperative, then so far as is reasonable and possible (i) the remainder of these bylaws shall be considered valid and operative, and (ii) effect shall be given to the intent manifested by the portion deemed invalid or inoperative.

CERTIFICATE OF SECRETARY

I, Kristina Cook, certify that I am the current elected and acting Secretary of the benefit MiLIFE, and the above bylaws are the bylaws of MiLIFE as adopted by the Board of Directors on October 17, 2025, and that they have not been amended or modified since the above.

EXECUTED on this day of 12-14-2025, in the County of Wayne in the State of Michigan.

Kristina Cook

(Duly Elected Secretary)

CERTIFICATE *of* SIGNATURE

REF. NUMBER
5TF7D-KTZZU-7CDDA-Q3EW3

DOCUMENT COMPLETED BY ALL PARTIES ON
15 DEC 2025 02:24:53
UTC

SIGNER

KRISTINA COOK

EMAIL
MRSKCOOK22@GMAIL.COM

TIMESTAMP

SENT
14 DEC 2025 03:07:48

VIEWED
15 DEC 2025 02:24:09

SIGNED
15 DEC 2025 02:24:53

SIGNATURE



IP ADDRESS
96.27.96.174

LOCATION
ALLEN PARK, UNITED STATES

RECIPIENT VERIFICATION

EMAIL VERIFIED
15 DEC 2025 02:24:09

