BYLAWS OF THE DEVELOPMENT AUTHORITY OF EARLY COUNTY

(Adopted 4/3/2023)

ARTICLE I. THE AUTHORITY

Section 1. Name of the Authority: The name of the Authority shall be the "Development Authority of Early County".

Section 2. Seal of Authority: The seal of the Authority shall be in the form of a circle and shall bear the name of the Authority, Development Authority of Early County, and the year 1972, the year of its organization.

Section 3. Office of Authority. The office of the Authority shall be at such place in the City of Blakely, Georgia, as the Authority may from time to time designate by resolution. The office is hereby designated 214 Court Square, Blakely, Georgia, 39823.

ARTICLE II. OFFICERS

Section 1. Officers. The officers of the Authority shall be a Chairperson, a Vice Chairperson, and a Secretary-Treasurer.

Section 2. Chairperson. The Chairperson shall preside at all meetings of the Authority. Except as otherwise authorized by resolution of the Authority, the Chairperson shall sign all contracts, deeds and other instruments made by the Authority. At each meeting, the Chairperson shall submit such recommendations and information as he or she may consider proper concerning the business, affairs and policies of the Authority.

Section 3. Vice Chairperson. The Vice Chairperson shall perform the duties of the Chairperson in the absence or incapacity of the Chairperson; and in the case of the resignation or death of the Chairperson, the Vice Chairperson shall perform such duties as are imposed on the Chairperson until such time as the Authority shall appoint a new Chairperson.

Section 4. Secretary-Treasurer. The Secretary-Treasurer shall keep the records of the Authority, shall act as secretary of the meetings of the Authority and record all votes, and shall keep a record of the proceeds of the Authority in a journal of proceedings to be kept for such purpose, and shall perform all duties incident to his office. The Secretary- Treasurer shall keep in safe custody the seal of the Authority and have power to affix such seal to all contracts and instruments authorized to be executed by the Authority.

The Secretary-Treasurer shall have the care and custody of all funds of the Authority and shall deposit the same in the name of the Authority in such bank or banks as the Authority may select. The Secretary-Treasurer shall sign all orders and checks for the payment of money and shall pay out and disburse such monies under direction from the Authority. Except as otherwise authorized by resolution of the Authority, all such orders and checks shall be countersigned by the Chairperson. The Secretary-Treasurer shall keep regular books of accounts showing receipts and expenditures and shall render to the Authority, at each regular meeting (or more often when requested), an account of all transactions and also of the financial condition of the Authority. The Secretary-Treasurer shall give such a bond for the faithful performance of the Secretary-Treasurer's duties as the Authority may determine.

The Secretary-Treasurer shall be appointed by the Authority. Any person appointed to fill the office of the Secretary-Treasurer, or any vacancy therein, shall have such term as the Authority fixes.

Section 5. Additional Duties. The officers of the Authority shall perform such other duties and functions as may from time to time be required by the Authority or the by-laws or rules and regulations of the Authority.

Section 6. -Election or Appointment. The Chairperson and Vice Chairperson shall be elected at the annual meeting of the Authority from among the Directors of the Authority, and shall hold office for one year or until their successors are elected and qualified.

Section 7. Vacancies. Should the offices of Chairperson or Vice Chairperson become vacant, the Authority shall elect a successor from its membership at the next regular meeting, and such election shall be for the unexpired term of said office. When the office of Secretary-Treasurer becomes vacant, the Authority shall appoint a successor as provided in Section 4 of this Article.

Section 8. Additional Personnel. The Authority may from time to time employ such personnel as it deems necessary to exercise its powers, duties and functions as prescribed by the Development Authorities Law, as amended (O.C.G.A. Section 36-62-1 et seq.), and all other laws of the State of Georgia applicable thereto. The selection and compensation of such personnel, shall be determined by the Authority subject to the laws of the State of Georgia.

ARTICLE III. MEETINGS

Section 1. Annual Meeting. The annual meeting of the Authority shall be held on the first Monday in January at 9:00 A.M. at the regular meeting place of the Authority or places as may from time to time be determined by resolution of the Authority. In the event such date shall fall on a legal holiday, said meeting shall be held on the next succeeding secular day.

Section 2. Regular Meetings. Regular meetings may be held without notice at such times and places as may from time to time be determined by resolution of the Authority. In the event a day of regular meeting shall be a legal holiday, said meeting shall be held on the next succeeding secular day. Regular meetings shall be held on the first Monday of each month at 9:00 A.M., at the office building of the Development Authority.

Section 3. Special Meetings. The Chairperson of the Authority may, when he or she deems it expedient, and shall, upon the written request of two members of the Authority, call a special meeting of the Authority for the purpose of transacting any business designated in the call. The call for a special meeting may be delivered to each member of the Authority at least 48 hours prior to the date of such special meeting. At such a special meeting no business shall be considered other than as designated in the call, but if all of the members of the Authority are present at a special meeting any and all business be transacted at such a special meeting.

Section 4. Quorum. The powers of the Authority shall be vested in the Directors thereof in office from time to time. A majority of the Directors shall constitute a quorum for the purpose of conducting its business and exercising its powers and all other purposes, but no action may be taken by the Authority without the affirmative vote of a majority of the full membership of the Authority.

Section 5. Order of Business. At the regular meetings of the Authority, the following shall be the order of business:

I. Call to order

II. Approval of minutes

III. Approval of Treasury Report

IV. Old Business

V. New Business

VI. Other Updates

VII. Public Comments

VIII. Adjourn

All resolutions shall be in writing and shall be copied in a journal of the proceedings of the Authority.

Section 6. Manner of Voting: The voting on all questions coming before the Authority shall be by roll call, and the yeas and nays shall be entered upon the minutes of such meeting, except in the case of election when the vote may be by ballot.

ARTICLE IV. AMENDMENTS

Section 1. Amendments to Bylaws. The Bylaws of the Authority may be amended at a regular or a special meeting with the approval of at least a majority of the Directors of the Authority.