

# **FRIENDS OF FLORIDA HISTORY, INC.**

Division of Historical Resources  
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## **FY 2016-2017 Report**

### **I. Statutory Authority or Executive Order Creating Organization**

Section 267.17, *Florida Statutes*, provides statutory authority for the organization.

### **II. Mission and Results Obtained**

#### **Mission:**

The mission of the Corporation shall be to enhance and perpetuate the archaeology, historic sites, museums, folklife, and historic preservation programs of the Division (including, but not limited to, Mission San Luis, The Grove, and Florida Main Street) for the people of Florida and its visitors.

#### **Results Obtained:**

As noted in last year's report on the Department's citizen support organizations, it was the recommendation of the agency to consolidate the current Division of Historical Resources' citizen support organizations into one central citizen support organization: Friends of Florida History, Inc.

The consolidation effort has been achieved, and dissolution has also been enacted of the three former citizen support organizations: Friends of Florida History and Archaeology, Inc., Friends of Florida Main Street, Inc., and Friends of Mission San Luis, Inc.

The Articles of Amendment to the Articles of Incorporation of FRIENDS OF MISSION SAN LUIS, INC. which changed its name to FRIENDS OF FLORIDA HISTORY, INC., a Florida corporation, were adopted on March 24, 2016, signed on March 31, 2016, became effective on April 1, 2016, and were filed on April 27, 2016.

### **III. Three Year Plan**

The corporation shall operate to solicit, receive, hold, invest, and administer property, and, subject to approval of the Department of State, make expenditures to provide assistance, funding, and promotional support the archaeology, historic sites, museums, folklife, and historic preservation programs of the Division (including, but not limited to, Mission San Luis, The Grove, and Florida Main Street), in a manner consistent with the policies and goals of the Department in accordance with Chapter 267, *Florida Statutes*.

To support the Division of Historical Resources in its efforts to implement and manage programs designed to create statewide impact and position Florida as a national leader in historic preservation.

### **IV. Code of Ethics**

The following Code of Ethics of Friends of Florida History, Inc., was approved by the Board of Directors on March 31, 2016:

#### **Code of Ethics**

#### **PREAMBLE**

(1) It is essential to the proper conduct and operation of Friends of Florida History, Inc., (herein "CSO") that its board members, officers, and employees be independent and impartial and that their position not be used for private gain. Therefore, the Florida Legislature in Section 112.3251, *Florida Statutes*, requires that the law protect against any conflict of interest and establish standards for the conduct of CSO board members, officers, and employees in situations where conflicts may exist.

(2) It is hereby declared to be the policy of the state that no CSO board member, officer, or employee shall have any interest, financial or otherwise, direct or indirect, or incur any obligation of any nature which is in substantial conflict with the proper discharge of his or her duties for the CSO. To implement this policy and strengthen the faith and confidence of the people in Citizen Support Organizations, there is enacted a code of ethics setting forth standards of conduct required of Friends of Florida History, Inc., board members, officers, and employees in the performance of their official duties.

#### **STANDARDS**

The following standards of conduct are enumerated in Chapter 112, *Fla. Stat.*, and are

required by Section 112.3251, *Florida Statutes*, to be observed by CSO board members, officers, and employees.

### **1. Prohibition of Solicitation or Acceptance of Gifts**

No CSO board member, officer, or employee shall solicit or accept anything of value to the recipient, including a gift, loan, reward, promise of future employment, favor, or service, based upon any understanding that the vote, official action, or judgment of the CSO board member, officer, or employee would be influenced thereby.

### **2. Prohibition of Accepting Compensation Given to Influence a Vote**

No CSO board member, officer, or employee shall accept any compensation, payment, or thing of value when the person knows, or, with reasonable care, should know that it was given to influence a vote or other action in which the CSO board member, officer, or employee was expected to participate in his or her official capacity.

### **3. Salary and Expenses**

No CSO board member or officer shall be prohibited from voting on a matter affecting his or her salary, expenses, or other compensation as a CSO board member or officer, as provided by law.

### **4. Prohibition of Misuse of Position**

A CSO board member, officer, or employee shall not corruptly use or attempt to use one's official position or any property or resource which may be within one's trust, or perform official duties, to secure a special privilege, benefit, or exemption.

### **5. Prohibition of Misuse of Privileged Information**

No CSO board member, officer, or employee shall disclose or use information not available to members of the general public and gained by reason of one's official position for one's own personal gain or benefit or for the personal gain or benefit of any other person or business entity.

### **6. Post-Office/Employment Restrictions**

A person who has been elected to any CSO board or office or who is employed by a CSO may not personally represent another person or entity for compensation before the governing body of the CSO of which he or she was a board member, officer, or employee for a period of two years after he or she vacates that office or employment position.

## **7. Prohibition of Employees Holding Office**

No person may be, at one time, both a CSO employee and a CSO board member at the same time.

## **8. Requirements to Abstain From Voting**

A CSO board member or officer shall not vote in official capacity upon any measure which would affect his or her special private gain or loss, or which he or she knows would affect the special gain or any principal by whom the board member or officer is retained. When abstaining, the CSO board member or officer, prior to the vote being taken, shall make every reasonable effort to disclose the nature of his or her interest as a public record in a memorandum filed with the person responsible for recording the minutes of the meeting, who shall incorporate the memorandum in the minutes. If it is not possible for the CSO board member or officer to file a memorandum before the vote, the memorandum must be filed with the person responsible for recording the minutes of the meeting no later than 15 days after the vote.

## **9. Failure to Observe CSO Code of Ethics**

Failure of a CSO board member, officer, or employee to observe the Code of Ethics may result in the removal of that person from their position. Further, failure of the CSO to observe the Code of Ethics may result in the Florida Department of State terminating its Agreement with the CSO.

## **V. Current Federal Internal Revenue Service Return of Organization Exempt from Income Tax form (Form 990).**

(see attached)