

**\*\*\*\* NOTICE \*\*\*\***

**NOVEMBER 13, 2025**

**Shadow Lakes of Santa Rosa Homeowners Association,  
Inc. Members**

**At the October 28, 2025 annual meeting, an amendment to Article VIII, Section 8 of the Bylaws was passed. The Certificate of Recoding was recorded on November 6, 2025 as Exhibit C, Book 4677, Page 109 in the Public Records of Santa Rosa County. Article VIII, Section 8. Duties of the Bylaws shall be amended with new language underlined and deleted language stricken. A copy of the Certificate of Recording is included with this notice.**

**A draft copy of the minutes can be found in the AppFolio App.**

**Thank you,  
The Shadow Lakes of Santa Rosa Homeowers  
Association, Inc. Board of Directors**

This Instrument Prepared By:  
Suzanne Blankenship, Esquire  
Emmanuel, Sheppard & Condon  
30 South Spring Street  
Pensacola, FL 32503  
Our File No. 12429-143736

**CERTIFICATE OF RECORDING  
AMENDMENT TO THE BYLAWS OF  
SHADOW LAKES OF SANTA ROSA HOMEOWNERS ASSOCIATION,  
INC.**

THIS AMENDMENT to the Bylaws of SHADOW LAKES OF SANTA ROSA HOMEOWNERS ASSOCIATION, INC. was made in accordance with Article XII of the Bylaws by vote at a meeting of the members on the 28<sup>th</sup> day of October, 2025. The Declaration of Covenants, Conditions and Restrictions (as amended) as originally recorded at Official Records Book 1581, Page 1288, of the Public Records of Santa Rosa County, Florida with the Bylaws recorded as Exhibit "C" at Official Records Book 1581, Page 1311. The Association hereby records this Amendment to the Bylaws.

*Art. VIII Sec. 8 of the Bylaws shall be amended to read (new language is underlined, and deleted language is stricken):*

Section 8. Duties. The duties of the officers are as follows:

President: The President shall preside at all meetings of the Board of Directors; shall see that orders and resolutions of the Board are carried out; shall sign all leases, mortgages, deeds and other written instruments and shall, if authorized by the Board and permitted by the banking institution, co-sign all checks and promissory notes;

Vice-President: If desired, the Board may elect a Vice-President who shall act in the place and stead of the President in the event of his absence, inability or refusal to act, and shall exercise and discharge such other duties as may be required ~~of him~~ by the Board;

Secretary: The Secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board and of the members; keep the corporate seal of the ASSOCIATION and affix it on all papers requiring said seal; serve notice of meetings of the Board and of the members; keep

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appropriate current records showing the members of the ASSOCIATION together with their addresses; and shall perform such other duties as required by the Board;

Treasurer. The Treasurer shall receive and deposit in appropriate bank accounts all monies of the ASSOCIATION and shall disburse such funds as directed by resolution of the Board of Directors; shall sign all checks and promissory notes of the ASSOCIATION; keep proper books of account; cause an annual audit annual financial reporting of the ASSOCIATION books at the level designated in the HOA Act (Chapter 720 of the Florida Statutes, as amended from time to time) to be made prepared by the ASSOCIATION or by a certified public accountant at the completion of each fiscal year; and shall prepare an annual budget and a statement of income and expenditures to be presented to the membership at its regular annual meeting and deliver notice or a copy of each to the members (as required by law).

The Board may delegate any of the duties or functions in this Section 8 in writing to a licensed Florida community association manager or management firm who shall work in consultation with the respective officer.

IN WITNESS WHEREOF, the Association has caused this Certificate of Recording to be executed in its name by its President and attested to by its Secretary.

Witnesses:

SHADOW LAKES OF SANTA ROSA  
HOMEOWNERS ASSOCIATION, INC.

Della McCullough  
Print Name: Della McCullough  
Address: 5574 Millwood VL  
Gulf Breeze, FL 32563

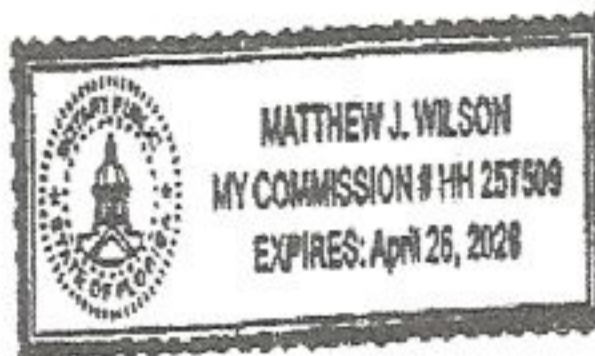
Deborah Taylor  
By: Deborah Taylor President  
Address: 519 Sea Spray Ct  
Gulf Breeze FL  
32563

Zachary T. Battles  
Print Name: Zachary T. Battles  
Address: 3311 Gulf Breeze Pkwy  
Gulf Breeze, FL 32563

STATE OF FLORIDA  
COUNTY OF Santa Rosa

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this day of November, 2025, by Deborah Taylor, President of SHADOW LAKES OF SANTA ROSA HOMEOWNERS ASSOCIATION, INC.

  
NOTARY PUBLIC



Personally Known

OR

Produced Identification

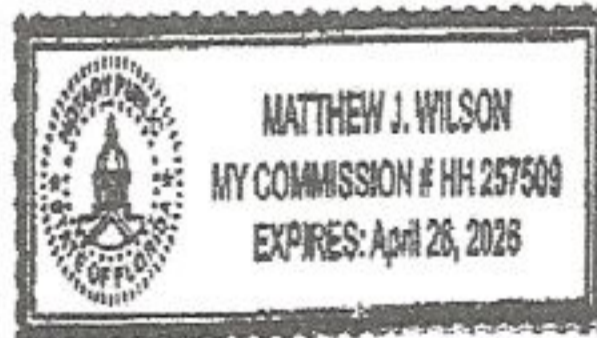
Type of Identification Produced FDL

ATTEST: Carmen Sullivan  
CARMEN SULLIVAN, Its Secretary  
Address: 5515 SETA SPRAY CT  
GULF BREEZE, FLA. 32563

STATE OF FLORIDA  
COUNTY OF Santa Rosa

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this day of November, 2025, by Carmen Sullivan, Secretary of SHADOW LAKES OF SANTA ROSA HOMEOWNERS ASSOCIATION, INC.

  
NOTARY PUBLIC



Personally Known

OR

Produced Identification

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