

New Orleans Association Of Fire Chiefs



Articles of Organization

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New Orleans Association of Fire Chiefs

New Orleans, Louisiana

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BE IT KNOWN: That on the 5th day of April, 1979 ó
That all eligible parties who desired to become members, declared that they do by
these presents, form, constitute and reorganize themselves into an organization
under the name and for the purpose hereinafter set forth:

ARTICLE I NAME

Section 1 This organization shall be known as the "New Orleans Association of Fire Chiefs". Hereafter referred to as the "Association".

ARTICLE II OBJECT

Section 1 The purpose of this organization shall be dedicated to raising the dignity of our profession through educational, charitable and political means. It shall promote to proper means the material and intellectual welfare of all its members and shall continually strive for raising both the working and living standards of all its members.

ARTICLE III JURISDICTION

Section 1 The jurisdiction of the Association shall be any member, active or retired, that at one time during his career with the New Orleans Fire Department held the permanent rank of District Chief or Deputy Chief. Eligible unclassified employees shall not hold any office on the Executive Board.

ARTICLE IV MEMBERSHIP

Section 1 Candidates ó Candidates for membership must be approved by a majority of the members voting at a duly convened meeting of the Association.

Section 2 Maintenance of Good Standing ó Membership in good standing includes any person who has fulfilled the requirements for membership in the Association and who has not voluntarily withdrawn, become ineligible for

continued membership, or been suspended or expelled as provided in the by-laws of this Association.

Section 3 Delinquent Members ó Members who fail to pay their dues or assessment within the period prescribed by the by-laws shall be notified by the Treasurer that they are delinquent and will be automatically suspended and their good standing, if payment is not made within thirty (30) days following such notification. Delinquent or suspended members are not entitled to voice and vote in the affairs of the Association.

Section 4 Suspended Members ó The length of suspension for any member shall be by vote of a majority of members at a regular or special meeting. A member may be suspended only by a two-thirds (2/3) majority of members voting at a regular or special meeting, except a member suspended for non-payment of dues or assessments, this will be automatic. To regain his good standing a suspended member must bring all dues and/or assessments up-to-date.

Section 5 Resignation ó Any member may resign by giving written notice to the Treasurer at any time, but any dues paid thru that month cannot be refunded.

ARTICLE V MISCONDUCT

Section 1 Any member committing any act of fraud, embezzlement, larceny, or misappropriation of any funds, property or other things of value belonging to the Association, or refusing, failing or neglecting to comply with the provisions of these by-laws requiring a full and accurate accounting of all funds, property, books, and records for examination and audit.

Section 2 Any member committing any physical assault upon any officer, member, representative or employee of the Association while such person is engaged in the performance of his duties for the Association.

Section 3 The failure or refusal to abide by the rules of order or parliamentary procedure established for the conduct of meetings of the Association.

Section 4 Any member engaging in conduct detrimental to the best interest of the Association.

Section 5 No member shall violate or disregard a mandate, which has been properly considered and adopted by the majority of the members of this Association.

Section 6 No member shall engage in collusion with any person or persons occupying an adversary position, especially when such collusion may be detrimental to the causes of this Association, or the members thereof.

Section 7 No member shall use the name of this Association for any unauthorized purpose.

ARTICLE VI FEES, DUES AND ASSESSMENTS

Section 1 Dues for the Association shall be no less than five dollars and twenty cents (5.20) per month. Dues shall be paid no later than fifteen (15) days from the first of the month.

Section 2 Any member resigning or expelled shall pay a reinstatement fee of fifty (50) dollars before becoming a member in good standing.

Section 3 Increase in rates of reinstatement fees or dues require notice of such proposed increases to be given to the membership at least thirty (30) days in advance of the date set for a vote. On the date set, the proposed increase shall be voted on by a majority of the members voting at a regular or special meeting.

Section 4 To levy any assessments for members requires notice of such proposed increases to be given to the membership at least (30) days in advance of the date set for a vote. On the date set, the proposed assessment shall be voted on by a two-thirds (2/3) majority of the members voting at a regular or special meeting.

Section 5 Candidates for membership shall have thirty (30) days from the date of eligibility to join the Association, afterwards an initiation fee of fifty (50) dollars will be required.

ARTICLE VII MEETINGS

Section 1 The regular meeting of this Association will be subject to call once a month unless otherwise designated.

Section 2 At the conclusion of the meeting the President or his designated representative will set the date, time and place for the next meeting. When possible, meetings are to be arranged that on-duty platoons be rotated.

Section 3 The committeeman shall notify each member of the date, time and place of the next meeting (regular or special) at least three (3) days prior to said meeting if possible.

Section 4 Seven (7) members in good standing shall constitute a quorum.

Section 5 Special meetings shall be called by the President upon the request of twelve (12) members in good standing. Said request shall be in writing, stating the object for which the meeting is called. The President, by virtue of his office, may call a special meeting when he deems the situation necessary.

Section 6 All members are urged to attend all meetings, both regular and special.

Section 7 The procedure for the meeting shall be:

1. Opening of Meeting
2. Applications for Membership
3. Reading of the Minutes
4. Reading of the Financial Report
5. Reading of Communications and Bills
6. Reports of Officers and Committees
7. Unfinished Business
8. New Business
9. Closing-Setting of Date, Time and Place of next Meeting

ARTICLE VIII OFFICERS AND ELECTIONS

Section 1 The Executive Board of this Association shall consist of the President, Vice-President, Secretary and Treasurer. All are to be elected for a period of two (2) years or until their successors have been chosen and installed.

Section 2 Other elective positions shall consist of four (4) committeemen ó one from each platoon and one retired member elected for a period of one (1) year each April.

Section 3 The advisory committee shall consist of the Executive Board and the committeemen along with two (2) members appointed by the President, and such committee shall meet upon call of the President when deemed necessary or upon petition signed by a majority of its members.

Section 4 Candidates for election shall be nominated in writing for a fifteen (15) day period from the regular meeting of the month of February, for the positions to be voted upon in the election of April of that year. Nominations will be announced at the regular meeting of March. Each eligible member may nominate himself or another member by submitting the nomination, in writing, to the Association post-office box during the nominating period. A member shall have five (5) days to remove his name from nomination after the March meeting, before the ballots are printed.

The election shall be conducted by mail. Envelopes are to be turned over to the election committee to be opened at the April meeting.

Section 5 The ballots for the regular election in odd numbered years shall be for the positions of President and Secretary. The ballots for the regular election in even numbered years shall be for the positions of Vice-President and Treasurer.

Section 6 An election for uncontested positions shall be conducted at the meeting when nominations are announced. Write-in candidates shall not be allowed.

Section 7 Only members in good standing for at least six (6) consecutive months immediately preceding the opening date of nominations shall eligible as candidates for office.

Section 8 When there are two (2) or more candidates for any one office, the candidate with the plurality of votes cast shall be declared the winner. In case of a tie vote for any office, a tiebreaker vote shall be taken at the next regular scheduled meeting by written vote. If there is still a tie, the President shall vote to break the tie.

Section 9 In December of each year, before an election is held it shall be the duty of the President to appoint an election committee.

Section 10 Upon the death, removal or resignation of any elected official of the Association, except the President, it shall be the duty of the President to appoint a member in good standing to fill this position within thirty (30) days and with the approval of the members at a duly convened meeting. A majority vote of members voting is necessary.

Section 11 In the event of a vacancy for the President and more than six (6) months of his term remains, it shall be the duty of the Vice-President, who shall also be the acting President, to call a special election, within thirty (30) days to fill the vacancy for that remainder of the unexpired term.

Section 12 In the event of a vacancy for the position of President and less than six (6) months of the unexpired term remains, the Vice-President shall automatically become President for the remainder of that term. The advisory committee shall elect a Vice-President from the rolls of the active membership. The voting shall be by secret ballot at a duly convened meeting of this committee, called by the acting President who shall be the chairman. A majority of the votes cast shall be required for the election of a Vice-President. The election of a Vice-President by this committee shall take place not more than thirty (30) days following the vacancy.

Section 13 No funds received by this Association shall be contributed or applied to promote the candidacy of any person in the Association elections.

Section 14 No candidate's name shall appear on any ballot more than once in any one election.

Section 15 Any member holding any elected position in this Association shall be subject to a recall election whenever any other member presents a petition, containing the names and addresses of at least a majority of the active membership of the Association, that they do petition the President to hold a recall election, by

mail ballot, on one or more named officials of the Association, within ninety (90) day of certification of such petition. If a majority of the members voting in any such recall election vote to recall the officer or officers named on the ballot, such position shall be declared vacant immediately. In such an event, a special mail ballot election shall be conducted within thirty (30) days. Nominations for the vacant position shall be held open for at least three (3) days before the election. Qualified candidates, including the recalled person, shall be eligible for the vacant position.

Section 16 In any election, if there are no qualified candidates, the vacant position or positions shall be filled in a manner consistent with Section 10 of this Article.

ARTICLE IX DUTIES OF OFFICERS

Section 1 President ó It shall be the duty of the President to preside at all meetings of the Association and at meetings of the Executive Board and the Advisory Committee. He shall be the Executive head of the Association and shall exercise supervision of the Association throughout its jurisdiction. He shall devote his time and activities to the up building and maintaining of the Association.

He shall be a member exofficio of all committees. He shall appoint such committees and committee chairmen as may be provided for in these by-laws and such special committees as deemed necessary.

It shall be his duty to transact all business pertaining to this Association in the interest of the membership, or as may otherwise be provided herein.

He shall appoint Sergeant-at-Arms to preserve order at meetings of the membership.

He shall have control of all official publications, printings, and news releases. He shall execute such contracts and agreements on behalf of the Association as are deemed necessary for the proper discharge of its business.

He shall sign all checks along with the Treasurer.

Section 2 Vice-President ó It shall be the duty of the Vice-President to render the President such assistance as deemed necessary and to preside at meetings of the Association in the absence of the President, except when another member of the Board is designated to perform such duty.

Section 3 Treasurer ó The Treasurer shall take charge of all books, papers and effects. He shall keep a current record of all receipts and disbursements. He shall receive all moneys from all sources, giving receipts for same, announcing receipts and disbursements at each meeting. He shall keep a record book of all receipts and indebtedness and turn same over to the members for auditing at their request. He shall render the President such assistance as deemed necessary.

Section 4 Secretary ó The Secretary shall retain all records of the Association and keep the minutes of the meetings. He shall keep a record of all amendments to these by-laws in a book especially for that purpose. He shall conduct all correspondence pertaining to his office.

He shall render the President such assistance as deemed necessary.

Section 5 Executive Board ó Except as otherwise provided by these by-laws, the Executive Board shall render advice and assistance to the President between meetings of the membership on the transaction of business pertaining to the Association. The Executive Board shall have the authority to approve disbursement of funds, between meetings of the members, provided that such disbursements are reported at the next regular meeting of the Association in the financial report.

Section 6 Advisory Committee ó The Advisory Committee composed of the Executive Board and the four (4) committeemen along with two (2) members appointed by the President, shall meet when necessary to consider such business as may be brought before it and to render advice to the President and the Executive Board on the conduct of the affairs of the Association.

ARTICLE X ADMENDMENTS

Section 1 The by-laws may be amended by a two-thirds (2/3) vote of the members present and voting at a duly convened meeting, provided members are notified in writing of the proposed amendments at least fifteen (15) day in advance of the meeting at which the vote will be taken.

ARTICLE XI DISBURSEMENT OF FUNDS AND PROPERTY

Section 1 When or where applicable provisions are not provided in the by-laws of this Association, funds and property may not be invested, used or disbursed except upon approval of the membership at a regular or special meeting.

ARTICLE XII RULES OF ORDER

Section 1 Except as provided herein, the deliberation of this Association shall be governed by Robert's Rules of Order.

Section 2 On a motion, the regular order of business or the rules may be suspended by two-thirds (2/3) vote of the members at any time to dispose of matters that are considered urgent.

Section 3 Any conversation by whispering, or otherwise, which is calculated to disturb a member while speaking, or hinder the transacting business, shall be deemed a violation of order.

ARTICLE XII MOTIONS

Section 1 A motion to be entertained by the president officer, must be seconded, and the motioner as well as the seconder must be recognized by the chair.

Section 2 Any member having made a motion can withdraw it by consent of his second, but a motion once debated cannot be withdrawn except by a majority vote.

Section 3 When a member wishes to speak, he shall respectfully address the chair and if recognized by the chair he shall be entitled to proceed.

Section 4 Each member when speaking shall confine himself to questions under debate and avoid all personal, indecorous, or sarcastic language.

Section 5 If two (2) or more members rise at the same time to speak, the chair shall decide which one is entitled to the floor.

Section 6 No member shall interrupt another while speaking, except to a point of order and he shall definitely state the point and the chair shall decide the same without debate.

Section 7 If a member, while speaking, is called to order, he shall take his seat until the point of order is decided, when and if decided in order, may proceed.

Section 8 No member shall speak more than once on the same subject until all members desiring the floor have spoken, nor more than twice without unanimous consent, nor more than five (5) minutes at any time without a two-thirds (2/3) vote of the members present.

Section 9 A member being ordered to take his seat three (3) times by the chair without heeding, shall be debarred from participating in any further business at the session.

Section 10 When a question has been decided, it can be reconsidered only by two-thirds (2/3) of those present.

Section 11 If motion is made and seconded that affects only the active members (members not on the pension) only those members are allowed to vote on that motion.

ARTICLE XIV COMMITTEES

Section 1 Election Committee ó A committee of three (3) members shall be appointed by the President, whose duty shall be to conduct the election according to these by-laws and such other rules as may be considered necessary including provisions for absentee ballots. It shall be the duty of the election committee to see

that all votes are tabulated correctly in an open meeting and to display the ballots to any member upon request.

Section 2 Political Action Committee ó A committee shall be formed and composed of members who are not restricted by law from engaging in political activities.

Such committee shall have full and complete charge of all external political business of the members of this association who are prohibited by law to engage in political activities. Endorsements and expenditures of a political nature may be authorized by the committee after careful consideration of the justification and background of the candidates being considered for any political support or opposition, and to expend such funds for any other political reason to further the causes of the association, such as lobbying or entertaining.

A separate accounting shall be maintained, to be used for the purposes decided in this section, of the revenues collected from members or others that are free of political restrictions. This committee shall elect a Political Director to disseminate the views of the committee and keep a record of the committee's activities, and a Secretary-Treasurer to handle the funds thereof.

Section 3 Charitable Committee ó A committee shall be formed to check on charitable contributions and decide the amounts to disburse. They shall give a report to the membership for a vote at a regular convened meeting.

The committee also shall devise fund raising events and present to members for approval.