

# Broward County Chiefs of Police Association By-Laws

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## ARTICLE I

### PURPOSE and GOALS

The purpose of the Association is to promote an efficient law enforcement system throughout Broward County by the coordination of all police efforts of the various law enforcement agencies within the County. The goals of the Association are:

1. To uphold the honor of law enforcement.
2. To advance the sciences of crime prevention, detection and apprehension of the perpetrator.
3. To promote the advancement of police administration.
4. To establish and elevate the standards in all phases of law enforcement.
5. To seek out and evaluate systems for the prevention of crime and the apprehension of the guilty.
6. To keep abreast of the laws of the State of Florida as well as municipal and county ordinances within Broward County and maintain communications with the lawmakers at all levels for the promotion of legislation for public safety.
7. To promote harmony between all governmental and law enforcement officials in Broward County.

The Broward County Chiefs of police association will not endorse political candidates running for local or state office. If a majority of the regular membership votes in favor, the organization may take a stand on political issues concerning law enforcement.

## ARTICLE II

### MEMBERSHIP QUALIFICATIONS

#### **Regular Member**

An individual who is chief, sheriff, or head of a city, state, federal or other Broward organization as designated by the Association shall be eligible for consideration for regular membership in the Association. In addition, up to four command staff members with the rank of Colonel or Lt. Colonel from the Broward Sheriff's Office shall be eligible for regular membership. Such members shall be eligible to take part in all activities of the Association and may serve as officers and be eligible to vote.

#### **Associate Members**

Any individual who is a member of any city, county, state, federal or other such designated organizations in Broward County; who is recommended by a regular member and approved by the Association. Associate Members shall have no voting privileges, or hold elective office but may participate fully in those matters, which involve the entire general membership. In the event that a regular member cannot attend a meeting he may designate the associate as his representative and vote his proxy, said designation must be presented in writing to the presiding officer.

#### **Honorary Member**

The Association may choose to honor any person by majority vote of the members present with an Honorary Membership. An honorary member may participate in meetings, but does not have a right to vote or hold an elected office.

#### **Lifetime Regular Member**

Any member who has served as a regular member of the Association for a minimum of five years as an active member shall be considered for a Lifetime Regular Membership. Such a membership shall require a vote of affirmation by two-thirds of the regular members present at a regular meeting. Such a member shall not hold elected office, but may participate in meetings and committees and vote. The member will pay no dues. A lifetime regular member may change the status of his membership to a regular member if he meets the regular membership criteria.

**Sponsoring Member**

Sponsoring members are those business entities, individuals, partnerships or corporations known to be consistent advocates of law enforcement who desire to lend their aid to the Broward County Chiefs of Police Association. Corporations applying for membership shall designate one person to represent the entity. The representative of the corporation must be approved by the Association and represent the quality and character required by the BCCPA. A sponsoring member shall not have the privilege of voting on matters presented to the regular members. The sponsoring members may, however, serve on the various committees of the Association.

**Grandfather Clause**

Individual members presently enrolled in the Association prior to the effective date of the original By-Laws of February 7, 1985, are not required to meet the herein set of membership qualifications.

**Suspension of Membership**

Any member of the Association who has been charged with a criminal offense or any misconduct that would bring discredit to the Association, until such time as he is proven innocent or guilty, may be suspended from the Association by a majority of the vote of the regular members present at the meeting.

**Revocation of Membership**

A regular member must attend at least fifty percent of the regularly scheduled meetings during each calendar year. A representative, who must be an associate member, may attend up to four meetings in the regular member's absence. Membership will be automatically revoked if a member is absent from three consecutive regular meetings or fails to attend fifty percent of the regularly scheduled meetings during the calendar year unless the absence is excused by the membership.

**ARTICLE III**

**APPLICATION FOR MEMBERSHIP**

A person wishing to be considered for any type of membership in the Association must be recommended by a regular member and must submit an application to the Membership Committee. The Membership Committee will review all applications and report back to the Association on their recommendation within sixty (60) days of receipt of application. The Association will vote on said application at a regular meeting.

**ARTICLE IV**

**ANNUAL DUES**

The fiscal year of the Association begins on October 1. Annual dues for members of the Association are \$150.00 for regular members, \$75.00 for associate and honorary members, and \$250.00 for sponsoring members per year. Dues are payable October 1. Any member who fails to pay his dues before December 1 of the applicable year shall automatically be suspended with loss of all member privileges. Their failure to pay will be immediately reported to the Secretary by the Treasurer. The Secretary will notify the delinquent member in writing immediately with a copy of said notification forwarded to the President. If the delinquent member fails to pay their dues within forty-five (45) days of their notification, their name will be removed from the rolls of the Association. If the person seeks to rejoin the Association after being removed from the rolls, they are required to make a new application through the Membership Committee.

**ARTICLE V**

**OFFICERS OF THE ASSOCIATION**

The Officers of the Association shall be the:

- President
- Vice President
- Secretary
- Treasurer
- Sergeant-at-Arms

## ARTICLE VI

### DUTIES OF OFFICERS

#### **Section 1: Duties of the President**

The Chief Executive Officer of this Association shall be the President. The President shall execute any and all instruments and documents to be executed in the name of the Association. The President will preside over all meetings of the Association as per established Parliamentary Procedure and the By-Laws of the Association. The President will vote only to break a tie vote of the regular members of the Association. The President will be a member ex-officio of all committees. The President will appoint all standing committees and may appoint special committees if needed. The President will also appoint the Chairman of each aforementioned committee.

#### **Section 2: Duties of the Vice President**

The Vice President shall aid and assist the President in conducting the meetings and in the absence of the President shall preside and while so presiding shall have the full power of the President.

#### **Section 3: Duties of the Secretary**

The duties of the Secretary of the Association shall include the duties ordinarily performed by a recording secretary. The Secretary shall have full charge of the Minute Book and General Roll Book. The Secretary will call roll at each regular meeting and special meetings and maintain records of members' status. The Secretary shall keep an accurate record of the proceedings of the meetings. The Secretary shall read the minutes of the previous meetings, all communications, reports and petitions. The Secretary will notify officers of their appointment to Committees. The Secretary shall keep custody of the Seal of the Association. The Secretary shall further provide a copy of the Charter and By-Laws of the Association to each member.

It will be the responsibility of the Secretary to notify any member of this Association who shall fall behind in his dues or attendance. The Secretary will send notice to members who were absent from two consecutive regular meetings advising them that they will be automatically removed from the roll if they miss three consecutive regular meetings of the Association unless they are excused by the membership because of illness or some unforeseen circumstances.

The Secretary will also send notice to members who are absent without excuse from attending at least fifty percent of the regularly scheduled meetings in one year. The Secretary shall call to the attention of the membership any member's absence for the third consecutive regular meeting or a member's failure to attend fifty percent of the regularly scheduled meetings during the calendar year and recommend either the member be dropped or excused.

#### **Section 4: Duties of the Treasurer**

It shall be the duty of the Treasurer to attempt to collect all monies due this Association, giving receipt therefore and to keep suitable books and records of same. The Treasurer shall deposit all monies of this Association in a bank. The Treasurer shall render statements in detail at each meeting of the Association, showing all transactions and balances. The Treasurer will draw all checks on the Treasury of the Association. The treasurer authorizes expenditures up to \$50.00 with expenditures up to \$250.00 authorized by the President with consent of the Officers of the Association. Expenditures greater than \$250.00 must be approved by two-thirds vote of the membership in attendance at a meeting.

The Treasurer will keep an accurate record of the dues paid by the members, giving notice to the secretary on those who become delinquent in the payment of their dues and assessments. The Treasurer's book of records of accounts, as well as, all papers in his custody shall be open for examination to any regular member of this Association.

#### **Section 5: Sergeant-at-Arms**

Main responsibility is to maintain order during meetings under the direction of the presiding officer; to insure proper admittance of regular, associate members and invited guests. The Sergeant-at-Arms is also responsible for checking credentials of persons seeking entrance to the Association meetings such as executive sessions or special sessions; and to provide assistance to presiding officer in the event of a roll call count. In the event of the absence of the Sergeant-at-Arms, the presiding officer shall appoint a Sergeant-at-Arms Pro Tem.

**ARTICLE VII**  
**ELECTION OF OFFICERS**

**Section 1**

At the regular meeting in December of each year, the Association shall elect the following officers:

- President
- Vice President
- Secretary
- Treasurer
- Sergeant-at- Arms

**Section 2**

Each officer elected will hold office for one year beginning January 1.

**Section 3**

Nominations for all elected officers shall be made by the Nominating Committee, which shall consist of the past Presidents of the Association, and will be made at the regular monthly meeting in November. Nominations may also be received from the floor.

**Section 4**

In order to qualify for elective office, a member must have attended at least fifty percent of the meetings held during the previous twelve months at time of nomination and cannot miss three (3) meetings in succession during that same period. This provision can be waived at the discretion of the majority of the Nominating Committee.

**Section 5**

In the event a vacancy occurs of any office of the Association, the Nominating Committee will submit their recommendations to the general membership for approval. Nominations may also be made from the floor.

**Section 6**

If two or more candidates are nominated for any office, the election will be conducted by secret ballot.

**ARTICLE VIII**

**MEETINGS**

Regular meetings, unless authorized by the President at a previous meeting, shall meet on the first Thursday of each month at a time and place designated by the President. The Pledge of Allegiance to the Flag of the United States will open each meeting of this Association. Special meetings of this Association may be called at any time by the President or upon written request of not less than seven regular members. Notice shall be required for holding such special meetings, stating the time, place and nature of the business to be transacted. Only that business mentioned in the notification shall be held at a special meeting. A quorum will consist of at least fifty percent of the regular membership of the Association in good standing. No official business shall be transacted or binding on the Association unless there shall be in attendance a quorum. The rules contained in Roberts Rules of Orders, Revised, shall govern this Association in all cases to which they are applicable and not inconsistent with the By-Laws of this Association. The order of business will be conducted as follows:

- Calling the meeting to order and Pledge of Allegiance
- Introduction of guest and programs
- Roll call of members
- Minutes of the previous meeting
- Report of the Secretary and Communications read
- Report of the Treasurer and Bills acted on
- Committee Reports
- Old or unfinished business
- New Business
- Adjournment

**ARTICLE IX**

**METHOD OF CHANGING  
THE ASSOCIATION BY-LAWS**

The By-Laws of the Association may be amended after such change has been sent to and reviewed by the By-Laws Committee. The By-Laws Committee itself may suggest revisions of the By-Laws. Any modification of the By-Laws must be read at two consecutive, regular meetings of the Association.

After the second reading, a vote will be taken and a majority of the regular members present at the second meeting is necessary to authenticate any change in the By-Laws of this Association.

**ARTICLE X**

**COMMITTEES**

The business and work of the Association is accomplished through Committees of the Association members, thereby accomplishing the policies and objectives. The interest of the Association is divided into distinct categories as set forth, and when resolutions or other matters are introduced they will be referred to the appropriate Committee.

All committee appointments and its Chair shall be made by the President, with the exception of the Nominating Committee, which shall consist of all active past Presidents of the Association, with the immediate past President acting as its Chair. Each committee not withstanding the Nominating Committee will consist of not less than three members, one of which will be the Chair.

During the President's term of office, additional committees and chairs can be named and appointed as necessary. Any additional committees will expire at the end of the President's term of office. The President can appoint special association representatives as necessary, such as the One Hundred Club Liaison and the Florida Police Chiefs Representative.

The Committees are as follows:

- Steering Committee
- Resolution and Legislative Committee
- Membership Committee
- Program Committee
- By-Laws Committee
- Education and Scholarship Committee
- Legal Advisors Committee
- Officer and Civilian of the Year Committee