



ST. LOUIS COUNTY CITIZENS' POLICE ACADEMY ALUMNI ASSOCIATION NORTH COUNTY BYLAWS

ARTICLE I – NAME

The name of this organization shall be the St. Louis County Police Department Citizens Police Academy Alumni Association, North Chapter (hereinafter referred to as “the Association”).

ARTICLE II – MISSION STATEMENT

The mission of the Association is to promote increased public support of the St. Louis County Police Department; improve relations between the public and the St. Louis County Police Department; and educate the public about the function and role of the Citizens Police Academy.

ARTICLE III – MEMBERSHIP

Only graduates of the St. Louis County Police Department Citizens Police Academy will be eligible for membership.

ARTICLE IV – BOARD OF DIRECTORS AND OFFICERS

Section 1: The Board of Directors shall consist of eight (8) members. The general membership will elect six (6) members, one (1) member shall be the immediate Past-President, and the Chief of Police shall appoint a liaison officer who shall serve, in an advisory capacity, as the eighth member. The six (6) elected members of the Board shall be four (4) officers (***Executive Committee***) of the Association and two (2) members at large.

Section 2: The Board of Directors of the Association shall be a:

- President
- Vice-President
- Secretary
- Treasurer
- Alumni Member(2)
- Past President

Section 3: Term of Office. The Officers shall be elected at the Annual meeting of the Association. They shall serve for a period of two (2) years and may be reelected for a second two (2) year term. *The President, Secretary, and one At-Large member to be elected in even years; and Vice-President, Treasurer, and one At-Large member to be elected in odd years.*

No Elected Official shall hold the same office for more than two (2) consecutive terms.

Section 4: Vacancies. Any vacancy occurring on the Board of Directors shall be appointed by the remaining Board members to complete the unexpired term. In the event the immediate Past-President position is vacant, this vacancy will not be filled by appointment.

Section 5: Election to Office. Officers and Board members shall be elected by a vote of the membership present at the fourth quarterly meeting provided a quorum is present. Nominations will be accepted at the third quarterly meeting and after, however no nominations will be accepted, without good cause, after August 31st. All nominees must have indicated a willingness to serve. It will be the duty of the Secretary to provide a list of nominated candidates to the general membership at least thirty (30) days prior to the fourth quarterly meeting.

ARTICLE V – DUTIES OF OFFICERS AND BOARD

Section 1: The President shall preside at all meetings of the Association, Board of Directors and the Executive Committee. The President shall be considered an ex-officio member of all committees. The President shall vote on issues brought before the Board only when the Executive Board vote is a tie. The President's vote will then be the deciding vote. The President shall be authorized to sign all Association checks.

Section 2: The Vice-President shall preside in the absence of the President and perform all the duties of the President. The Vice-President will also preside as Parliamentarian. The Vice-President shall preside over all committees created by the Executive Board under the counsel of the President.

Section 3: The Secretary shall keep accurate records of all meetings of the General Membership, the Board of Directors and the Executive Committee. The secretary shall present written Minutes to the Board 30 days prior to the next scheduled meeting. The Secretary shall prepare Association correspondence, present all incoming communications. The secretary shall be responsible for notifying the Alumni of all scheduled meetings, and perform all other duties required by the office.

Section 4: The Treasurer shall handle all funds of the Association. The Treasurer shall keep accurate records of receipts & disbursements and be prepared at all times to report on the condition of the Treasury. The Treasurer shall prepare all checks and insure that any amount over **one hundred** (\$100) dollars shall require a vote of the board members. The Treasurer shall prepare quarterly, written documentation of all transactions to the Board.

Section 5: The Police Liaison Officer shall coordinate all Association business with the Police Department and provide advice and guidance to the Officers, Board and General Membership. The Police Liaison may appoint another member of the Police Department to act in the absence of the regular Liaison Officer.

Section 6: The Board of Directors shall review all plans and proposed activities of the Association and shall evaluate priorities, analyze activities, develop budgets and submit their recommendations to the general membership for approval.

ARTICLE VI – MEETINGS AND QUORUMS

Section 1: Regular meetings of the general membership of the Association shall be held quarterly. The primary purpose of the first quarterly meeting shall be installation of elected officers. The primary purpose of the third quarterly meeting shall be the nominations of Board members scheduled to be elected in the fourth quarterly meeting. The primary purpose of the fourth quarterly meeting shall be the election of new Board members.

Section 2: A quorum for the conduct of business at any general membership meeting shall consist of at least two (2) officers and 25 percent of the membership.

Section 3: The Board of Directors and/or the Executive Committee may meet as necessary without notification to the membership. These meetings are limited strictly to agenda planning, discussion of committee action, review of proposals, to develop recommendations, or to conduct the ongoing routine business of the Association previously approved or not requiring approval of the full Membership. Quorum to conduct business at Board of Directors meeting shall be a simple majority. In order to maintain elected position, a Board member must attend 3 of 4 quarterly Board meetings, and 2 of the 4 General Membership meetings. Failing this, without good cause presented to, and accepted by, the Board, shall result in the removal from elected position. This removal is not appealable.

ARTICLE VII – COMMITTEES

Section 1: The Executive Committee shall be composed of the Officers of the Association: President, Vice-President, Secretary and Treasurer. The Liaison Officer appointed by the Chief of Police may attend as an advisor.

A. The Executive Committee shall establish and appoint Special Committees as needed to carry out and implement the activities of the Association. Each committee shall be appointed for a specific purpose and the committee Chairperson shall assist in the selection of committee members from the voting membership.

B. The regular duties of the Executive Committee shall be to conduct the routine business of the Association as it has been approved by the membership. It shall provide guidance and leadership to the members that are in the best interest of the Association.

ARTICLE VIII – PARLIAMENTARY AUTHORITY

The Rules contained in “Robert’s Rules of Order”, shall govern meetings of the Association in all cases to which they are applicable and in which they are not inconsistent with the By-laws.

Removal of Alumni from an elected position with just cause is allowed by consent of the Board. Termination of Alumni Membership with just cause is allowed by consent of the Board.

ARTICLE IX – CHIEF OF POLICE

The Chief on the St. Louis County Police Department shall have exclusive approval authority for any activity sponsored by the Association. This shall include any activity that could directly or indirectly be interpreted by the general public as an activity sanctioned by St. Louis County Police Department or the St. Louis County Government.

The Chief of Police shall appoint a liaison police officer to serve on the Board of Directors in an advisory position.

ARTICLE X – DUES

Dues for membership of the Association shall be set from time to time by vote of the membership at a general meeting with a quorum present.

ARTICLE XI – AMENDMENTS

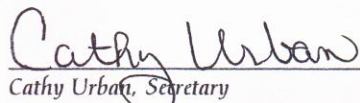
These By-laws may be amended at any regular or special meeting, provided that notice to amend has been given to the membership at a regular meeting at least one (1) month prior to the vote. Amendments will be approved by simple majority vote of the members provided a quorum is present.

Accepted by vote of the General Membership of the St. Louis County Police Citizens Academy Alumni Association, North Chapter, at the General Meeting on January 25, 2011.

Attested By:

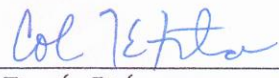


Pamela F. Mains, President



Cathy Urbani, Secretary

Approved:



Colonel Timothy Fitch
Chief, St. Louis County Police



Amendment to the North County CPAAA By-Laws

ARTICLE IV – BOARD OF DIRECTORS AND OFFICERS

Section 5: Election to Office

Officers and Board members shall be elected by a vote of the membership present at the fourth quarterly meeting provided a quorum is present. Nominations will be accepted at the third quarterly meeting and after, however no nominations will be accepted without good cause, after August 31st. All nominees must have indicated a willingness to serve. It will be the duty of the Secretary to provide a list of nominated candidates to the general membership at least thirty (30) days prior to the fourth quarterly meeting.

All alumni must volunteer once per calendar year: calendar year is January 1 to December 31. All members who desire to run for office must have attended two (2) consecutive meetings and have fulfilled their volunteer requirement.

September 2012