



Tri-Counties Chapter

BYLAWS

July 2010

Tri-Counties Bylaws

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Chapter Bylaws

Article I Name

The name of this chapter shall be the "Tri-Counties Chapter of the Peace Officers Research Association of California."

Article II Purpose

Section 1

The purpose of the Tri-Counties Chapter is to provide and maintain an organization of peace officers employed by the various law enforcement agencies within the geographical boundaries of Ventura, Santa Barbara, and San Luis Obispo counties. Functions of the Tri-Counties Chapter shall be conducted in accordance with pertinent State law, Federal law, and the Bylaws of P.O.R.A.C.

Section 2

This Chapter shall have the ability to engage in political activities in the name of "The Tri-Counties Chapter of P.O.R.A.C." This Chapter shall have the full power to endorse or oppose any candidate, political measure, initiative, bond measure, or any other issue requiring public vote or ratification. This Chapter shall also have the right to expend P.O.R.A.C. funds, which have been designated by P.O.R.A.C. as belonging to the Tri-Counties Chapter.

Section 3

This Chapter shall seek to promote and encourage the highest professional standards for peace officers and shall seek to sponsor all activities tending to improve the morale and contributing to the general welfare of the chapter members.

Article III Membership

Section 1

Membership shall be in accordance with Article II of the Bylaws of P.O.R.A.C.

Section 2

Any RAM member of PORAC or Retired Association Member in good standing will be able to attend any Tri-Counties Chapter meeting as long as they are a guest of an active PORAC member who is present at the meeting. These guests have no voting rights subject to the authority and limitations set forth in Article V of the PORAC Standing Rule.

Article IV Dues

Section 1

Dues shall be in accordance with Article III of the Bylaws of P.O.R.A.C.

Article V Tri-Counties Chapter Officers and Executive Board

Section 1

The Executive Board of the Tri-Counties Chapter shall be composed of the following Chapter Officers: (1) President, (3) Vice Presidents, (1) Secretary, (1) Treasurer, (1) Chapter Director

Section 2

(a) President

- Shall preside at all Chapter meetings, shall appoint all committees, and shall be an ex-officio member of those committees.

(b) Vice Presidents

- One from each county (Ventura, Santa Barbara, and San Luis Obispo)
- The Vice President of longest tenure shall preside at all meetings in the President's absence.

(c) Secretary

- Shall record the minutes of the Chapter meetings and shall maintain the records of the Chapter
- Shall maintain a record of the Chapter Bylaws and Standing Rules

(d) Treasurer

- Shall keep the financial records of the Chapter
- Shall provide the Executive Board of the Chapter with a financial report at the Chapter meetings
- Shall make quarterly reports to P.O.R.A.C.

(e) At the President's discretion, a Chapter Officer may hold two positions on the Executive Board. Under no circumstances shall a Chapter Officer hold more than two positions on the Executive Board.

(f) One of the members of the Executive board shall hold a collateral assignment as the P.A.C. representative for the Tri-Counties Chapter.

Section 3

The Chapter Officers designated in Section 1 shall be elected or appointed:

(a) The President shall entertain nominations from the members in attendance at a third quarter Chapter meeting under the "New Business" section of the meeting. Such nominations shall remain open until declared closed by the president as directed by the members in attendance. The elections shall be determined by ballot in October with the Officers being seated at the completion of the Annual P.O.R.A.C. State Conference.

(b) The President and (3) Vice Presidents of the Chapter shall be elected for a term of two years.

(c) In order to ensure a continuity of service, the elections for the Executive Board shall be staggered as follows:

The President of the chapter and the Vice President from Ventura County shall be elected on even years;

The Vice President from Santa Barbara County and San Luis Obispo County shall be elected on odd years;

(d) The Secretary and Treasurer shall be appointed by the President and shall hold their respective positions for a term of two years.

(e) The Chapter Director shall be elected in accordance with Article IX Section 6 of the P.O.R.A.C. Bylaws.

(f) The President of the Chapter may not be an "at large" Director of P.O.R.A.C.

Section 4

The Treasurer shall be the chief financial officer responsible for ensuring compliance with the fiscal policies of these Bylaws and the Board of Directors

The Treasurer shall receive and receipt therefore, all monies belonging to the Chapter and be custodian of the same; issue and sign all checks of the Chapter; receive all dues, fees, assessments, donations, revenues, reimbursements and/or other monies belonging to the Chapter; keep records showing the amounts received and disbursed by the Chapter; report to the Chapter at each general meeting the financial condition of the Chapter. Debit Cards may be used instead of checks on the Chapter checking account.

All expenditures will be carried out by the Treasurer or Chapter President if the Treasurer is unavailable for any reason. Any reoccurring expenditures the Chapter deems a necessary operating cost will be documented in the general meeting minutes as such and will not require Board approval subsequently.

All monies received from any source shall be deposited in such reliable bank or banks in the name of the Chapter.

Whenever a Treasurer's term of office expires or is otherwise terminated, he/she shall give to his/her successor all papers, documents, records, vouchers, worksheets, books, moneys, instruments, and other Chapter property that may have been entrusted to him/her.

Section 5

All ACTIVE P.O.R.A.C. members of the Tri-Counties Chapter shall be eligible for election to any office of this Chapter, excepted as provide in Section 2 (b) of this Article.

Section 6

In the event of vacancies, the Executive Board shall appoint a member of the Chapter to perform the duties of the vacant office for the remaining term of that office.

Section 7

Political Action Committee (P.A.C.)

(a) Any political action or endorsements made by or in the name of the Tri-Counties Chapter of P.O.R.A.C. shall comply with P.O.R.A.C. Bylaws.

(b) Any association requesting a political endorsement shall have made a similar endorsement by their respective association prior to the Tri-Counties Chapter endorsement.

(c) Any association seeking an endorsement within the Tri-Counties Chapter shall send a representative to a chapter meeting and request the endorsement in person.

Article VI Conduct of Business

Section 1

Whenever possible, the business of the Chapter shall be conducted at the regular Chapter meetings. Any other business shall be carried out by the Executive board, subject to the approval of the Chapter at the next regular Chapter meeting.

Section 2

The Executive Board may adopt, without ratification of the general membership, such Standing Rules as are necessary to insure the efficient operation and fiscal accountability of the offices specified in Article V Section I. Such Standing Rules shall not supersede any Article of the Bylaws of this Chapter.

Section 3

Standing Rules shall be adopted or amended by resolution of a majority of the Executive Board.

Article VII Amendment to Chapter Bylaws

Section 1

A representative of the agency proposing the amendment(s) to these Bylaws must submit the proposed amendment(s) in writing at a regular Chapter meeting. The proposed amendment(s) must be read into the minutes of the meeting and be carried by a 2/3 majority of the members in attendance. The membership of the Chapter shall be notified at least fifteen (15) days in advance of the meeting at which any amendments to these Bylaws are to be submitted. Notification shall be in writing to each member association.

Article VIII Meetings

Section 1

(a) General meetings of this Chapter shall be held no less than five (5) times a year, with at least one meeting per quarter on the date, time, and place announced by the President.

(b) Dates of the next general meetings are to be noted by the Secretary in the minutes of the regular meetings.

(c) The President or any two (2) members of the Executive Board may call special meetings

Section 2

The order of business at the Chapter meetings shall be as follows:

- (1) Roll/sign-in
- (2) Reading of the minutes
- (3) Treasurer's report
- (4) Communication received to be read
- (5) Committee/Director's Report, etc.
- (6) Vice Presidents Reports
- (7) Unfinished Business
- (8) New Business
- (9) Good of the Chapter
- (10) Adjournment

Section 3

Meetings of the Executive Board shall be held at any time and place deemed necessary by the President or quorum of the Executive Board.

Section 4

ACTIVE members present, in good standing, shall constitute a quorum of the Chapter.

Section 5

Any three (3) members of the Executive Board present at a Chapter Meeting called by the President shall constitute a quorum.

Article IX Voting

Section 1

Voting on any matter to come before a Chapter meeting shall be by voice vote unless otherwise requested by any member Association/Organization.

(A) In the event a representative vote is requested, each member Association/Organization shall be entitled to cast one vote as an Association/Organization and one additional vote for each 100 eligible members as set forth in Article X, Section 5, of the PORAC State Bylaws.

(B) Proxy voting shall be permitted so that those Associations/Organizations who find it impossible, due to time and distance constraints, to have a representative present at the Chapter meetings shall not be denied a voice in Chapter affairs.

(1) Proxies shall be in writing and shall indicate the name of the Association/Organization granting the proxy, the name of the person to whom granted, the signature of the President, and the date the proxy form is signed.

(2) Proxies may be submitted by e-mail. If a proxy is submitted by e-mail, the above requirements in subsection (1) apply with the exception of a signature, unless the Association/Organization has that technology.

(3) A proxy will be valid only for the next scheduled meeting after it is given and must be submitted to the Chapter Secretary, prior to the meeting.

(a) A proxy will not be valid if a representative of the Association/Organization granting the proxy attends the meeting.

(b) A proxy, once given, shall not be rescinded except as provided in (3a) above.

(C) Whenever a vote on any matter including; legislative, political, candidate endorsement or PORAC business has been taken at a Chapter meeting in accordance with Chapter rules, the Chapter Director is obligated to vote in accordance with the vote of the Chapter, whenever the Chapter Director is called upon or offers to render a vote on the issue at the PORAC State Board of Directors.

Article X Parliamentary Procedures

Except as otherwise provided, Roberts Rules of Order shall regulate the conduct of this Chapter.

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