

**CONSTITUTION OF THE
DENVER POLICE RETIREE'S
ASSOCIATION, INC.**

Article I

Name and Purpose

Sec.1 This organization shall be known as the Denver Police Retiree's Association, Inc.

Sec. 2 The purposes for which this Association is organized are: to secure closer personal relationships among the retired officers of the Denver Police Department, officers who left the Denver Police Department in good standing after successful completion of the Denver Police Academy, but before reaching full retirement status, widows and widowers of active, former, or retired Denver Police Officers, and retired employees of the Career Service Authority, who spent their entire career or the majority of it with the Denver Police Department and left the Department in good standing, to secure cooperation and coordination in all pension matters; and to elevate the standards of retirement with a closer cooperation between all law enforcements associations of the State of Colorado.

Article II

Officers

Sec. 1 The elective Officers of this Association shall consist of a President, a Vice-President, a Secretary, a Treasurer, at least seven Board of Directors, and at least three Audit Committee Members. All Officers shall be active members of the Association, the spouse of an active member, the widow or widower of a retired Denver Police Officer.

Sec. 2 If a spouse is currently holding a position on the Governing Board or Audit Committee and becomes widowed or divorced while holding that position, the spouse may continue to remain active in that capacity, if the individual wishes to do so and is maintaining the position to the satisfaction of the other Board/Committee members and Association membership.

Article III

Authority

Sec. 1 The Governing Board shall have the authority to revise the Constitution and By-Laws. Such revisions shall be submitted to the Governing Board for approval.

Sec. 2 The Association shall have the power to charge membership fees and dues. The amounts and methods of collecting same to be determined by the Governing Board.

Article IV Membership

Sec. 1 The membership of this Association shall consist of retired officers of the Denver Police Department, officers who left the Denver Police Department in good standing after successful completion of the Denver Police Academy, but before reaching full retirement status, widows and widowers of active, former, or retired Denver Police Officers, and retired employees of the Career Service Authority, who spent their entire career or the majority of it with the Denver Police Department and left the Department in good standing.

Sec. 2 The following individuals eligible to join the Denver Police Retiree's Association, Inc., and who pay dues, are considered to be active members of this Association: Retired officers of the Denver Police Department, officers who left the Denver Police Department in good standing after successful completion of the Denver Police Academy, but before reaching full retirement status, widows and widowers of active, former, or retired Denver Police Officers and retired employees of the Career Service Authority, who spent their entire career of the majority of it with the Denver Police Department and left the Department in good standing.

Sec. 3 Although retired career Service Authority Employees are considered active members, if they join the Association by fulfilling the dues requirement they are not eligible to vote in any capacity concerning the Association business, nor are they eligible to hold a position as a Board Officer, or serve on the Governing Board or Audit Committee. Membership In this regard, is strictly limited to attending functions sponsored by the Association, and receiving the annual rosters and services directories, and quarterly newsletters.

**BY-LAWS OF THE
DENVER POLICE RETIREE'S
ASSOCIATION, INC.**

**Article I
Fiscal Year**

Sec. 1 The fiscal year and the year for the payment and collection of annual dues, and the election and installation of Officers, members of the Board of Directors and members of the Audit Committee, shall be the calendar year.

**Article II
Dues**

Sec.1 The annual dues for members shall be set by the Governing Board, and will be accepted without a late fee assessment any time during the year for which the dues payment is intended. The Governing Board will set the amount of this fee.

**Article III
Meetings**

Sec. 1 The annual meeting for the election of Officers, Board of Directors, and the Audit Committee, shall be held in November. All voting shall be done by active members in attendance and no proxies will be permitted

Sec. 2 The regular meeting of the membership will be held at a place and time determined by the Governing Board.

**Article IV
Officers**

Sec. 1 President: The duties of the **President** shall be to preside at all regular and special meetings, to appoint necessary special committees, and to perform such other duties as may be provided by the By-Laws.

Sec. 2 Vice President: The duties of the **Vice President** shall be to arrange all dinners and activities, and perform all duties of the President in the President's absence.

Sec. 3 Secretary: The duties of the **Secretary** shall be to answer all communication that are received that pertain to the business of this Association, perform other duties required by the **Governing Board**, and record and maintain a full report of the proceedings of every meeting.

Sec. 4 Treasurer: The duties of the **Treasurer** shall be to receive all monies for dues and other sources and pay all just debts and bills resulting from the regular and necessary business of the Association or as directed by the Governing Board. The **Treasurer** shall be required to maintain a checking account and/or a savings account in a banking institution approved by the Governing Board. The **Treasurer** shall submit a monthly financial report or when requested by the **Governing Board**. The Treasurer is responsible for filing all forms required by State and Federal agencies.

The Treasurer will also cooperate with the **Audit Committee**, which consists of at least three active members of the Association, nominated by the **Governing Board**, and elected by the general membership at the annual November election. The **Audit Committee** shall submit a written report to the **Governing Board**.

Sec. 5 The duties of all officers shall commence at the start of the calendar year. To insure a smooth transition, the outgoing officers shall mentor the new officers from the time of their election, until January 1.

Article VI

The Board of Directors

Sec. 1 The Board of Directors shall consist of at least seven active members of this Association, and shall be elected at the annual meeting in November. Their duties are described in Article VII and shall commence at the start of the calendar year. To insure a smooth transition, the outgoing Board members shall mentor the new members from the time of their election, until January 1.

Sec. 2 The term for members of the **Board of Directors** shall be one year. However, nothing in the Article shall prevent any member from serving more than one term in office, providing that the member wishes to run for another term and is elected by the Association membership at the annual meeting in November.

Article VII

Governing Board

Sec. 1 The Governing Board shall consist of at least seven members of the **Board of Directors** and the four Officers. Each will have one vote in any proceedings and this Board will constitute the sole governing body of the Association.

Sec. 2 The duties of the **Governing Boards** shall be to serve as a nominating committee, set membership dues and fees, and meet as required to transact business and resolve matters for the good of the Association.

Sec. 3 There shall be no established regular meeting of the **Governing Board** may be called by the **President**, or by notice signed by a majority of the **Governing Board**. Notice of all meeting shall be given to all Board members not less than one day prior to such meetings.

Sec. 4 Six voting members of the **Governing Board** shall constitute a quorum for the transition of business.

Sec. 5 The order of business shall be as follows:

- (a) Meeting Called to Order
- (b) Old Business
- (c) Follow-up/special Reports

- (d) Financial Report
- (e) Special Matters for Consideration
- (f) New Business
- (g) Adjournment

Article VIII
Election of Officers, Board of Directors,
And Audit Committee

Sec. 1 Prior to the annual November election, the Governing Board shall nominate candidates for all elected positions. Nominations in writing shall also be accepted from the general membership, prior to this meeting and shall be included on the ballot. The deadline for these written nominations will be determined by the Governing Board, prior to the election, and the membership will be notified of the deadline date.

Sec. 2 The President shall preside over the annual election meeting. The President will present the state of candidates and call for a vote. The vote may be verbal, by hand, or by secret ballot. However, if two more candidates run or are nominated for the same office, the vote shall then be by secret ballot. The candidates with the highest number of votes shall be declared elected by the President. In the event of a tie, the President will conduct another vote.

Article IX
Vacancy/Removal of Officers or Board Members

Sec. 1 Whenever a vacancy occurs in the elective offices of this Association through death, illness, or resignation, such vacancy shall be filled by appointment by the Governing Board for the remainder of the term for which the officer was elected.

Sec. 2 Any Officer or member of the Governing Board serves at the pleasure of the membership, and can be removed from office by a vote of the members at a special meeting called for that purpose, or by the authority of the Governing Board. Such meetings shall be called by the Governing Board at a place and time they specify. This procedure can be forced by the membership with a majority petition in writing.

Article X
Association Inactive Status

Sec. 1 While there is no reason to believe that the Denver Police Retiree's Association will fail to function in the foreseeable future, it was deemed necessary to establish a procedure to protect the funds and assets, should the Association become inactive.

Sec. 2 Should this Association become inactive, the Governing Board will:

- (a) Prepare a ballot and distribute, to all dues-paying members, to elect a committee from the membership. Said committee shall

Consist of at least five members at large, including the current Treasurer.

- (b) The ballot shall be delivered by U.S. mail to the membership, requiring that said ballot be returned to the Governing Board within thirty days from the date of the committee mailing.

Sec. 3 The elected committee will be responsible for carrying out the following duties:

- (a) Elect a President of the committee.
- (b) Implement any procedural matters agreed to by the committee.
- (c) Require the Treasurer to maintain all financial records, pay all just debts, collect and deposit any collected revenues, and maintain a membership roster.
- (d) Keep the membership informed concerning the status of the Association, as may be necessary.
- (e) To see that a bank account is maintained at the Denver Police Federal Credit Union in the name of this Association, oversee the disbursement of any funds, requiring three signatures of the committee on the checks, transfer funds, or disburse funds in any manner not specified by the committee, and appoint the Treasurer to invest the residual funds to the best advantage of this Association.
- (f) In addition to other duties, the Treasurer will be responsible for maintaining accurate financial records of the Association and insure that all required information is filed with the appropriate governmental agencies to re-establish the Denver Police Retiree's Association.

Sec. 4 If and when there is sufficient interest to resurrect an active Retiree's Association, whose goal and purpose are enunciated in the current Retiree's Association By-Laws, the Committee shall:

- (a) Cause a committee to be appointed, whose purpose will be to establish a procedure to establish the necessary steps to:
 - (1) Elect a Governing Board: a President, a Vice President, and a Secretary. (The existing Treasurer will be retained for at least one term, in order to establish continuity during the transitions.)
 - (1) Keep the membership informed as to the progress, dues, benefits, and other matters that may be necessary.
 - (2) Maintain the By-Laws current at the time this Association was declared inactive and until subsequent Governing Board is elected.

Closing

The Constitution and By-Laws were revised on: