

CONSTITUTION

AND

BY-LAWS

CRESCENT CITY LODGE NO. 2

FRATERNAL ORDER OF POLICE

New Orleans, Louisiana

Prepared by
Constitution and By-Laws Committee
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and

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Through
January 2016

State of Louisiana
Parish of Orleans

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CRESCENT CITY LODGE NO. 2 FRATERNAL ORDER OF POLICE

Articles of Incorporation

Constitution and By-Laws

Be it remembered: Crescent City Lodge No. 2, Fraternal Order of Police, Incorporated, New Orleans, Parish of Orleans, State of Louisiana. A corporation created under the provisions of RS 1950, Title 12, Chapter 2 by act before Sidney G. Roos, a Notary Public, in and for said Parish and State, of the 4th day of August 1954, and recorded in Book 1874, Folio 326 bearing file No. 300 of the records of the Recorder of Mortgages of the Parish of Orleans of date the 5th day of August 1954, at 2:00 o'clock P.M., the date and hour the corporate existence began, has been duly filed and recorded in the office of the Louisiana Secretary of State in book "Record of Non-Trading Corporations", No. 24 on the 9th day of August 1954.

CRESCENT CITY LODGE NO. 2 FRATERNAL ORDER OF POLICE

CONSTITUTION

ARTICLE I

SECTION 1. This organization shall be known as the Crescent City Lodge No. 2, Fraternal Order of Police.

ARTICLE II

SECTION 1. This organization has been formed for the purpose of cultivating a spirit of fraternalism and mutual helpfulness among our members and the people we serve; to encourage social, charitable and educational proficiency of our members in the performance of their duty; to create a traditional esprit de corps, insuring fidelity to duty under all conditions and circumstances, to advocate and strive for better working conditions and salaries comparable to those of police officers in other cities of our size; also higher standards of appointment and promotion within our profession.

SECTION 2. Crescent City Lodge No. 2, Fraternal Order of Police is non-sectarian and shall have no affiliation directly or indirectly with any other labor union, congress, federation, or committee of like nature or political action committee, or similar organization by whatever name known.

Crescent City Lodge No. 2, Fraternal Order of Police shall not strike or by concerted action cause a cessation of the performance of police duties, or induce other members or lodges to do likewise.

The penalty for such action by any member, or subordinate lodge shall be immediate expulsion from the Fraternal Order of Police.

ARTICLE III

MEMBERSHIP

Section 1. Membership in this organization shall be of three (3) classes; ACTIVE, ASSOCIATE and HONORARY.

Section 2. To be eligible to apply for active membership in this organization, the applicant must meet one of the following criteria:

- A) The applicant must be a regular or probationary police officer employed by an agency located or operating in the City of New Orleans, who enjoys the protections of Federal, State, or local Civil Service Commission.
- B) The applicant must be a regular or probationary commissioned police officer, employed by an accredited college or university located in the City of New Orleans.
- C) The applicant must have received a regular, disability or deferred retirement from an agency described in Paragraphs A or B above.
- D) The applicant must be a retired law enforcement officer who enjoyed regular membership status, in good standing, with any Fraternal Order of Police local lodge, who has moved into and now resides in Greater New Orleans area.

(Article III, Section 2 amended April 2004)

Section 3. If after one (1) year as an active member in good standing the member's qualification as required in Section 2 of the article should change in any way the member so affected must comply with Article VIII, Section 3 of the By-Laws; or the member shall be automatically expelled from the organization.

Section 4. Associate membership may be conferred upon any commissioned law enforcement officer, not otherwise eligible for membership, who seeks affiliation with this organization and is accepted by a majority vote of the parent lodge voting at any regular meeting.

(Article III, Section 4, Amended April, 2003)

Section 5. Honorary membership shall be a coveted distinction awarded only to an individual who has distinguished him or herself by outstanding service to this organization and/or the law enforcement profession.

Nominations for this award may be made at any regular monthly meeting by any member in good standing. Said nominating member shall be required to submit a written report to the Awards Committee to justify this nomination to the membership in attendance. All nominations shall require a second from the floor.

Before final vote and after being investigated, nominee's name will appear in the monthly bulletin.

The Awards Committee shall be mandated to investigate the nomination and report back to the next general membership meeting. This report shall contain the recommendation of the committee. Following this report, the nominee shall then be voted on by the members in attendance with a two-thirds affirmative vote being needed for acceptance as an honorary member. The President of the Lodge shall have the power to extend the vote should the committee need more time for its investigation.

Once accepted as an honorary member, the honored shall be notified of this award by the nominating member or the President of the Lodge.

A limit of five (5) honorary members may be accepted into the order in any calendar year.

(Article III, Section 5 amended September, 1992)

Section 6. (a) Active members shall be entitled to all rights of this organization.

(b) Associate members shall be entitled to all rights and privileges of the parent lodge, except when otherwise stated.

(c) Honorary members shall not be entitled to vote or hold office, nor shall they be entitled to any other privileges of this organization, except that they may participate in all meetings of the organization.

(Article III, Section 6(b) amended April 2003)

Section 7. All applications for membership in this organization shall be submitted in writing.

All applications shall be referred to an investigation committee of five (5) members, which shall investigate the worthiness of the applicant and report their findings at the next regular meeting. The President shall have authority to extend the period granted for the investigation, if deemed necessary. No application shall be voted upon prior to the submission of the report of the Investigation Committee.

Section 8. Race, creed, sex shall be no bar to membership in this organization.

ARTICLE IV

OFFICERS

Section 1. The officers of this organization shall be a President, Immediate Past-President, First Vice-President, Second Vice-President, Secretary –Treasurer, Recording Secretary, Conductor, Guard, Chaplain, Four (4) Trustees, and a Board of Directors, which shall consist of all elected officers and the Immediate Past-President.

Section 1(a) Establishing an Executive Board as a subset of the Board of Directors.

The Executive Board shall consist of the following officers of the Fraternal Order of Police, Crescent City Lodge #2.

1. President
2. 1st. Vice - President
3. Secretary-Treasurer
4. Recording Secretary
5. 2nd Vice - President

The Executive Board shall be empowered to make those decisions, effecting the operation of this Lodge, that are endowed to the Executive Board by the various articles of the Constitution and By-Laws

Further, the Executive Board shall be empowered to set policy, take official positions, and make decisions otherwise effecting the operation of this Lodge where time constraints or other circumstances exist making a vote by the membership impractical.

Any and all actions or decisions, taken or made by the Executive Board under the auspices of this section shall be reported to the membership at the next regular general membership meeting

(Section 1(a) added 09/09/2007)

Section 2. Election of Officers

(a) All officers of this organization shall be elected annually.

(b) Nomination of officers shall be held at the regular meeting in the month of September of each year. Nominations shall be made from the floor by active members only. The President shall call from the register the names of all active members who are present at said meeting; and at the time the active members name is called, he/she shall rise and at this time he/she shall be given the opportunity to make the nomination of his/her choice, not to exceed one for each office.

Upon completion of the roll call by the President, the nominations shall be closed. Any active member in good standing may be nominated for more than one office; however, he/she can only be a candidate for one office. Those members who received multiple nominations shall, before the next monthly meeting, submit in writing to the membership their selection of that office for which they desire to be a candidate.

Should a multiple nominee fail to comply with this provision, he/she shall then be disqualified as a candidate for all elective offices for which he/she was nominated. There shall be no exceptions to this provision.

(c) The annual election of officers shall be held on the same date as the regular meeting date in the month of November of each year. Voting shall take place at the same location as the designated regular meeting location, except as applies to absentee voting as defined and regulated by Subsection G of Article IV, Section 2 of this Constitution.

Voting machines shall be used when available; if voting machines are not available, voting shall be by secret ballot. Voting shall be permitted throughout the day from 7:00 A.M. to 6:00 P.M.

The chairman of the Election Committee shall see to it that all the details of the election are properly handled and on election day shall be in charge of the voting place, and it shall be his/her duty to see that the election is handled in a fair and impartial manner. Only **Active** members in good standing shall be allowed to vote at this election.

The Election Committee shall be given a copy of the monthly sign in register showing the total number of members in attendance for eligibility. This will be given to the Election Committee at the end of the August meeting.

(Section 2(c) amended August 1987; January 1988; November 1994; October 2013; October 2015)

(d) Candidates receiving the highest number of votes cast, a plurality, for each respective office shall be elected. In the event there is a tie for the office of President, there will be a runoff election held in accordance with the rules as contained in Section 2(c) above, except that the runoff election will be held on the second Tuesday in the month of December, the date following the time of the first primary.

For any other office, including that of delegate, the candidate with the highest number of official regular meeting attendance (signed register prior to it becoming part of the official minutes) shall be declared the winner of said office. Should the candidates tied all have an equal number of meeting attendance to their credit, a special election shall be held at the regular monthly meeting in December of the election year.

The Election Committee shall furnish the necessary ballots, and all members in good standing who desire to vote shall be allowed to cast their ballot at this meeting. Balloting shall take place from **7:00 A.M** until **6:00 P.M.**, at which time the election will be closed and the results immediately promulgated by the Election Committee. The Recording Secretary shall be responsible for notifying all members in good standing of the runoff election.

(Section 2(d) amended August 1987, October 2015)

(e) Installation of officers shall be held at the close of the regular meeting of the organization in the month of December of each year.

(Section 2(e) amended March, 1988)

(f) Notification of elected officers and delegates. A list of those elected as officers and delegates by descending order in which they finished shall be printed in the monthly newsletter no later than the January following the election. Copies of the election results shall also be available at the December and January meetings which follow the election for inspection by any member. This shall constitute notification of those elected to either position.

A reminder that they must comply with Article IV Section 4 of the Constitution, as it applies to officers, and Article VI Section 4 of the By-Laws as it applies to delegates (if they miss four consecutive regular meetings between the time of election to the time of the convention, they shall be disqualified from attending as a delegate) shall be printed along with the election results.

(Section 2(f) amended August 1990)

(g) Absentee Voting shall be allowed for the election of Officers of this Lodge (not for delegates) under the following conditions and in the following manner, beginning with the election of the 2017 Board of Directors, which election is scheduled to be held in November 2016.

1. Active members, in good standing, of the Fraternal Order of Police, Crescent City Lodge whose address of record with this organization is not in the metropolitan New Orleans area (Orleans, Jefferson, St Tammany, Plaquemines and St Bernard parishes) may request an absentee ballot in order to vote in the annual election of officers.
2. Active members, in good standing, of the Fraternal Order of Police, Crescent City Lodge who suffer from a permanent or temporary illness, injury or disability which would preclude their ability to vote in person on the date and time designated by this Article and Section, may request an absentee ballot in order to vote in the annual election of officers.
3. Active members, in good standing, of the Fraternal Order of Police, Crescent City Lodge who will be on a pre-planned personal or business trip outside of the State of Louisiana on the date of the election of officers and delegates, may request an absentee ballot in order to vote in the annual election of officers.

Such request for an absentee ballot must be made in writing via postal or electronic mail no earlier than October 1st of the year of the election, and no later than October 21st of the year of the election; and the completed absentee ballot must be received by the Election Committee no later than the Friday in October / November that immediately proceeds the actual date of the election of officers. The request for an official absentee ballot must be made by the member who will be voting via absentee ballot, and must contain the member's name as it appears on his FOP membership card; the member's FOP membership number and the correct mailing address of the member.

For each request for an official absentee ballot received in the manner and time-frame described above, an absentee ballot packet will be mailed to the requester via postal mail to the address indicated in the request, with a return receipt requested. The chairman of the Election Committee shall see to it that all details of absentee ballot voting are properly handled. He/she shall promulgate standing rules by which the absentee balloting will be held, and will inform members via a committee report at a regular meeting no later than June of each year. Such standing rules to be printed in the minutes of said meeting and published in the lodge newsletter for the following month. On Election Day, the chairman of the Election Committee shall oversee the opening, logging, and counting of absentee ballots. It shall be his/her duty to see that all absentee ballots are handled in a fair and impartial manner, and that all rules governing the casting of votes via absentee ballots are followed.”

(Section 2(g) added 10/13/2015)

Section 3. No member can be eligible as a candidate for office unless he or she is an active member in good standing and has been an active member for at least one (1) year preceding the election and has attended at least six (6) meetings during the year preceding the nomination.

Section 4. When an elected officer misses four (4) consecutive regular meetings, the office shall be declared vacant and the President shall appoint, with the approval of the Board of Directors, an active member in good standing to fill the vacancy, until such time as an election can be held.

Section 5. Any member of the Board of Directors who resigns from active police duty for any reason other than to retire, (either for length of service, disability, or otherwise), becomes ineligible as a member of the Board of Directors. Any vacancy in any office as a result of the foregoing provisions shall be filled by majority vote of the Board of Directors from the list of active members in good standing.

ARTICLE V

MEETINGS

Section 1. The regular meeting of this organization shall be held at the place and time designated by the Board of Directors of the Fraternal Order of Police, Crescent City Lodge No. 2.

The meeting date and location shall be set by MOTION of the President, and agreed to by the majority of members present, once each year at the regular monthly meeting held in August.

In the event that the set date, time and/or location must be changed, such change shall be enacted by vote of the Executive Board of Directors and the membership shall be informed of such change via postal and/or electronic mail at least seven (7) days prior to the new meeting date.

(Section 1 amended April 2008; October 2013)

Section 2. The President may call a special meeting of this organization at any time. He/she must call a special meeting when requested by fifty (50) active members of the organization in good standing, when such request specifies the purpose for the special meeting and is made in writing and signed by such members. When a special meeting is called, it shall be the duty of the Secretary-Treasurer to notify each member in good standing, in writing, by mail three (3) days prior to the date of any special meeting. The notification shall specify the purpose of said special meeting.

Section 3. No business other than that for which the meeting has been called can be transacted at any special meeting. No petitions for membership or amendments to the Constitution or By-Laws can be presented at any special meeting.

Section 4. The annual meeting of this organization shall be held at the regular monthly meeting in the month of November of each year.

Section 5. A monthly meeting notification shall be sent to all members via electronic or print notification. All amendments to the Constitution and By-laws shall be published in the monthly newsletter after being introduced at a monthly meeting prior that amendment being voted upon.

A copy of the monthly bulletin shall be placed with the month's minutes.

Section 6. No member shall be allowed to be present at any meeting which time matters will be discussed and voted upon which will ultimately affect said member's standing with the Lodge, with reference to suspension or dismissal from the Lodge, etc. If said member is present at any such meeting, he/she shall be allowed to express his views in this matter and then shall be requested to retire from the meeting room until such time as is necessary to complete this order of business. Upon completion of the business, said member shall be allowed to return to the meeting room, at which time he/she shall be notified of the results of this order of business.

(Section 6 amended April 2008)

ARTICLE VI

QUORUM

Section 1. There must a quorum present before a regular meeting or special meeting can be held. A quorum shall consist of twenty-five (25) active members who have signed the attendance register, three of who must be elected officers of this organization, except when a special meeting is called by an officer of the Grand Lodge. A quorum for a special meeting shall consist of fifty (50) active members, as provided for in Article IV Section 2 of the Constitution.

Section 2. Any member who forgets or misplaces his membership card may be permitted to enter the meeting, providing that said member is vouched for by at least three (3) other members, who are in good standing with the organization.

Section 3. The Guard shall be in charge of the attendance register and shall see to it that every active member who attends a meeting signs the register. The register is to be numerical and in triplicate. Upon completion of the reading of the minutes, or disposal of the minutes, the attendance roster will be distributed in the following manner: one copy to the President, one copy to the Recording-Secretary, the original to be retained by the Guard, from which he/she will stamp the attendance cards.

The number of members in attendance shall at this time be announced, entered into the minutes and the attendance roster shall become a part of the minutes. Any member who fails to sign this register shall be considered absent for the purpose of becoming eligible for elective office or delegate.

No one will be permitted to sign this register after it has become part of the minutes. However, the Guard shall make available a supplemental register to be signed by late-comers. This register is to be used for the purpose of roll call voting, or participation in any attendance award program.

The Guard shall sign the register and indicate the number in attendance. Anyone arriving after 7:30 P.M. or ½ hour after the start of the meeting shall not be given credit for attendance.

A copy of the register shall be made available to the Election Committee to verify eligibility for nomination for office.
(Section 3 amended January 1987)

ARTICLE VII

AMENDMENTS

Section 1. This Constitution and By-Laws may be amended at any regular meeting of the organization, provided said amendment is in writing and signed by two active members in good standing of the organization and has been read to the members at large at a regular meeting and has been placed in the monthly notification pamphlet before the next regular meeting before being voted upon and must receive a **two-thirds (2/3)** roll call vote of all active members present at said meeting before it can be adopted.

Section 2. The Constitution and By-Laws, as well as all amendments thereto will be kept in printed or mimeographed form in an appropriate binder. The deleted or amended section shall then be removed from the binder and shall be placed in a binder provided for the keeping of articles and/or sections of the Constitution and By-laws. The binder containing the current Constitution and By-Laws, and this organization's ritual book, shall be present and available at all regular monthly meetings. It shall be the duty of the Recording-Secretary to prepare the necessary binders and to see that they are kept in proper order at all times. It shall be the duty of the Recording-Secretary to make copies of all amendments and to make them available to all members in good standing of this organization. The current Recording-Secretary shall present to his replacement a complete copy of the Constitution and By-Laws as amended and a copy of the amendments when leaving office.

(Section 2 amended April 2008).

Section 3. Each member of this organization in good standing shall receive an initial copy of the Constitution and By-Laws and all amendments thereto at no cost to the member. Thereafter, any additional copies of said Constitution and By-Laws shall be purchased by a member desiring same at a cost of \$10.00 per copy.

ARTICLE VIII

POLITICAL ENDORSEMENTS

Political Endorsements made by the Fraternal Order of Police, Crescent City Lodge No. 2 are permitted by law. See Cannatella v City Civil Service.

A political endorsement is an extremely important issue and must be decided after careful deliberation by the membership.

Political candidates wishing to address the membership at a general membership or special meeting shall seek permission to do so from the Lodge President, who sets the agenda at all meetings.

The Fraternal Order of Police, Crescent City Lodge No. 2, shall only make endorsements in those races where the jurisdiction of the office in question is entirely within the boundaries of Orleans Parish. Candidates for statewide office, and for offices where jurisdiction encompasses multiple parishes, must seek the endorsement from the Fraternal Order of Police, Louisiana State Lodge.

The Fraternal Order of Police, Crescent City Lodge No. 2 shall **not** make an endorsement in any race until the qualifying period for that race has ended.

The Fraternal Order of Police Crescent City Lodge No. 2 shall **not** make an endorsement in the first primary of any race, unless only **two** candidates are seeking office in the first primary.

A motion to endorse a candidate can be made by any member in good standing at any general membership or special meeting of the Fraternal Order of Police, Crescent City Lodge No. 2. Upon the motion receiving a second, the chair shall rule as to whether the motion is in order based on this article. Once the motion has been ruled in order **the chair shall rule that the motion be tabled** until the next general membership meeting or special meeting of the organization. It **shall** require a **two-thirds (2/3)** vote of the members present to remove the motion from the table prior to that subsequent meeting.

If the motion remains tabled, the intervening time shall be used to assure the

candidate in question qualifies for endorsement under this article and to publish to all members the intention to vote on the endorsement at that subsequent meeting.

Once the motion has been removed from the table and the candidate determined to be eligible for endorsement by the chair, a **simple majority vote** of the members present shall be necessary to issue the endorsement.

Candidates receiving the endorsement of the Fraternal Order of Police, Crescent City Lodge No. 2, **shall** be so notified by letter from the Lodge President.
(Article VIII added April 2009)

CRESCENT CITY LODGE NO. 2 FRATERNAL ORDER OF POLICE

BY-LAWS

ARTICLE I

DUES AND FEES

Section 1. Dues Amounts and Collection.

(a) The dues for the various classes of membership in the Fraternal Order of Police, Crescent City Lodge No. 2, shall be collected in the amounts and at the frequency indicated below.

Active Membership:

Active New Orleans police officers dues shall be set at \$10.00 per pay period and collected by way of bi-weekly payroll deduction.

Other active police officer members who pay dues by cash payment shall have their dues set at \$130.00 per year, such dues to be collected on an annual or semi-annual basis

Retired New Orleans police officers who pay dues by pension deduction shall have their dues set at \$10.75 per month.

Other retired police officer members who pay dues by cash payment shall have their dues set at \$130.00 per year, such dues to be collected on an annual or semi-annual basis.

Associate Membership:

Associate members, including active and retired NOPD Reserve police officers, shall have their dues set at \$130.00 per year, such dues to be collected on an annual or semi-annual basis.

Honorary Membership:

Honorary membership is bestowed on a select few by vote of the members of the Crescent City Lodge. No dues shall be collected from Honorary members.

(Section 1(a) amended April 1995; August 2008; November 2009; October 2011; April 2015)

(b) \$24.00 per year of the dues collected from each member, regardless of membership class, shall be considered a special assessment. This special assessment shall be dedicated to one or multiple of the Funds defined in Section 4 of this article, as suggested by the Treasurer and approved by the membership at any General membership meeting. Such dedication of funds will remain in place until changed by the Treasurer with approval of the membership.

(Section 1(b) amended April 1995; January 1998; October 2008)

(c) Any member who fails to pay his/her dues as stated above for four (4) consecutive months shall be subject to expulsion from this organization. The President, with concurrence of the Executive Board shall be empowered to waive the dues of any member suffering severe financial hardship, for a period not to exceed two (2) years.

(Section 1(c) amended April 1995; October 2008)

Section 2. Emblems, Pins and other FOP Paraphernalia

Each dues paying member of the Fraternal Order of Police, Crescent City Lodge 2 shall be entitled to receive two FOP automobile window decals, at no charge, each year.

All Fraternal Order of Police automobile window decals, pins, and other FOP paraphernalia which would identify the bearer as an active member of the Fraternal Order of Police, shall at all times remain the property of this organization, whether presented to or purchased by a member.

Upon separation from this organization for any reason, it shall be the duty of the former member to return all emblems, decals, pins or other paraphernalia, which might serve to identify that individual as an active member of the Fraternal Order of Police.

Section 3. The President, Secretary-Treasurer or First Vice-President is authorized to receive and sign receipts for payment of dues or initiation fees. It shall be the duty of the Secretary-Treasurer to see that all dues and initiation fees collected are properly recorded in the books of the organization.

Section 4. All monies received by his organization from initiation fees, dues contributions, or otherwise shall be prorated as stated in the following sections and sub-sections of this article, with the exception of monies derived through ventures undertaken by the Lodge for specific fund.

(Section 4 amended August 2007)

(a) LEGAL FUND – 10%

The Fraternal Order of Police, Crescent City Lodge No. 2 shall provide individual legal services (criminal and civil) to its active law enforcement members according to the rules, regulations and definitions stipulated in the latest updated version of the FOP Legal Defense Plan Inc. Plan Description and Brochure, Section 14, Sub-sections B and C; and any related and appropriate sections and subsections which may be added at a subsequent date. Disciplinary coverage shall be governed by standing rules of this lodge.

Effective on September 1, 2007 all (declared) active law enforcement members of the Fraternal Order of Police, Crescent City Lodge No. 2 shall be considered members of the FOP Legal Defense Plan and shall have their dues payments adjusted accordingly. Any such member who did not participate in the FOP Legal Defense Plan prior to September 1, 2007 shall have the option of declining participation by signing a form acknowledging that the Fraternal Order of Police will not provide individual legal services to that member.

The Board of Directors, or the Executive Board in exigent circumstances, shall have the power to employ legal counsel as needed for the good of this organization.

The Board of Directors, or the Executive Board in exigent circumstances, may at its own discretion cause Bail Bond to be furnished to any member in need of Bail Bond.

All monies collected as Legal Defense Plan member's payments and rebates shall be deposited into the appropriate FOP Bank Account and categorized as Legal Fund monies.

All FOP Legal Defense Plan, Inc. premium payments shall be paid from monies accumulated in the Legal Fund.

All expenses associated with attorney fees, legal services, and employee representation, not otherwise billable to the FOP Legal Defense Plan, Inc., shall be paid from monies accumulated in the Legal Fund. Any such expenditure expected to exceed \$2,500.00 shall be approved by the membership at a regular monthly general membership meeting.

(Section 1(a) amended August 2007, deleting sections (b) through (f))

Section 5. DEATH BENEFIT FUND – 37%

A death benefit of \$2,000.00 will be paid to the beneficiary of a member in good standing. The Secretary-Treasurer shall be responsible for securing a certified copy of the death certificate and filing the necessary insurance claims on behalf of the designated beneficiary. If the deceased member did not designate a beneficiary, or in the event the designated beneficiary is deceased, then the death benefit will be paid to the next of kin, as recognized under the laws of the State of Louisiana.

Proceeds from the Death Benefit Fund may also be used to send a floral design to the deceased member's funeral.

At the end of each month, any amount of monies in the Death Benefit Fund exceeding \$50,000.00, will be transferred from the Death Benefit Fund into the General Fund, Delegate Fund, and/or Legal Fund, as needed at the discretion of the Secretary-Treasurer of this Lodge. All such transfers will be duly noted and reported in the Treasurer's Report presented to the membership at the next monthly meeting.

(Section 5 amended November 1995; June 2006)

Section 6. SICK BENEFIT FUND *(transferred to the Death Benefit Fund; date unknown)*

Section 7. BUILDING FUND (*building was sold on August 22, 1995. The money from the sale of building placed in escrow. The building fund was dissolved and 25% from the building fund is redistributed to other funds*).

The remaining monies from the sale of the lodge home shall remain in escrow until such time as the membership has been notified and voted on the purchase of a lodge home. No loan or mortgage shall be incurred using this money as collateral to any other funds or purposes. The purchase of a lodge home shall be voted upon after the entire membership has been notified and a special meeting is held to discuss and approve the purchase. A two-thirds (2/3) vote in the affirmative is required of the membership voting to purchase a new lodge home.

The interest money from this account starting on January 1, 1998 thru December 31, 2000 shall go towards the 2000 State Convention to be held in New Orleans. No delegate fees shall be paid from this money.

Section 8. DELEGATE FUND – 13%

There shall be no limit to the amount of money this fund can accumulate. All delegate expenses shall be drawn from this fund.

The expense of a delegate to attend a convention shall be computed as follows: The lowest rate airfare to the Conference/Meeting location or the United States Internal Revenue Service's current allowable compensation for vehicle travel from the member's Lodge city to the conference or meeting site, and return, whichever is less.

Per Diem: For State conferences/meetings shall be (\$35.00) per day and for National Conventions/meetings shall be \$50.00. This will be registration day and the actual days of the convention/meetings.

These figures apply if funds are available.

Amount per Delegate: All delegates shall receive equal shares of money to attend the convention/meeting. In the event there is not sufficient money to pay all delegate expenses, each delegate shall receive an equal amount of reduced money until the delegate fund is exhausted.

All delegates will be registered in the host hotel by the Secretary-Treasurer. The room cost will go directly to the host hotel from the Secretary-Treasurer.

If the Convention/meeting is in New Orleans, the transportation fee is waived. Delegates to the Conference/meeting shall be registered at the Host hotel. Should a delegate decide not to register at the Host hotel he/she shall be paid Twenty-Five (\$25.00) per day for each day of the Conference as travel expenses. He shall NOT receive the amount that is paid for the hotel room. Should the delegate decide to be housed in another Hotel/Motel not assigned by the Lodge, he/she shall do so at their own expense.

All sundry items charged to the hotel room shall be the direct responsibility of the delegate registered to each room. The qualifications and number of delegates shall be in compliance with Article VI of the By-Laws.

(Section 8 amended June 1989; December 1993; November 1995)

Section 9. General Fund - 40%

There shall be no limit to the amount this fund can accumulate. From this fund the Grand Lodge shall be paid the per capita tax for each active member. From this fund the State Lodge shall be paid the per capita tax per year for each active member.

Request for monies from this fund which would promote the "Good of the Order" such as training costs, special projects, other FOP lodges; and their members in sick and distress, shall be paid from this fund. Requests shall be reviewed by the Board of Directors and presented to the membership at its next regular scheduled or special meeting, where the question will be voted on. The question must receive a two-thirds (2/3) vote of the affirmative of the membership voting.

EXCEPTIONS:

In the event monies are requested while this Lodge is on a convention, then the delegates from this Lodge shall have authority to vote on the matter. A caucus of these delegates will be called to vote, and there must be a quorum of two-thirds (2/3) of the registered delegates of this Lodge present before voting can take place. When the question is called, it must receive a two-thirds (2/3) vote in the affirmative of the delegate's quorum. National and State delegates of this Lodge shall be allowed to vote in these matters.

LIMITS:

There will be a limit of five hundred dollars (\$500.00) per year per request of any unit, person or organization. There will be a maximum amount of five thousand dollars (\$5,000.00) per year for these requests. A year runs from January 1st to December 31st of each year.

Allocation of any and all monies from this fund depends upon availability of funds.
(Section 9 amended January 1991; November 1995)

ARTICLE II

DUTIES OF OFFICERS

Section 1. Duties of the President:

It shall be the duty of the President to preside at all meetings, to see that the Constitution and By-Laws of this organization are enforced, to sign all papers requiring his/her signature, and to appoint the majority of members of all committees. It shall also be the duty of the President to appoint all officers **Protem** in case of absenteeism, to appoint any member from the floor to fill any office during an initiation ceremony. The President shall be the Chairman of the Board of Directors, ex-officio member of the Board of Trustees. It shall be the duty of the President to communicate the password to all members entitled to receive same and to the Lodge, when a new password has been conveyed to him.

He shall notify the Grand Lodge of any change of Secretary-Treasurer, either at the time of election or between elections, giving the name, address, and signature of the Secretary-Treasurer. It shall be the duty of the President to call special meetings of this organization as prescribed in Article V, Section 2 of the Constitution and to be the first to inspect the ballot when voting upon any applicant for membership and report the results of same to the organization after the First Vice-President has inspected same. **In the event of a tie of an issue before the Board of Directors, Executive Board, or before the membership, he/she shall cast the deciding vote.**

The President shall perform these duties and whatever other duties are imposed upon him/her by the Constitution and By-Laws of this organization.

For his/her services to this organization and upon completion of his tenure of office, the outgoing President shall receive from this organization a Past-President's lapel pin or ring to be paid for by this organization and also a gift from the Lodge not to exceed \$300.00. This may be in the form of a gift certificate or an item(s) of his/her choosing, not to exceed the specific amount. Should a member serve two or more consecutive terms as President, he/she shall receive this token of appreciation from the organization at the expiration of his/her tenure of office. No Past President shall receive more than one (1) lapel pin or ring for his/her services to this Lodge, regardless of how many times he/she shall have served the Lodge as President.

Should it become necessary that the presently elected President voluntarily steps down from his/her duties as President, e.g., physically unable to perform, death, leave of absence or any other issue which may force the President to relinquish his/her duties, the following procedure SHALL immediately become effective: The President SHALL no longer be considered a member of the Board of Directors of the Fraternal Order of Police, Crescent City Lodge 2 and, following the yearly election as dictated by the Constitution and By-Laws, he/she SHALL be seated on the Board of Directors as the Immediate Past President.

Section 2. Duties of the Immediate Past President:

The Immediate Past President shall advise and assist the President and Board of Directors in the performance of their respective duties, and shall execute such assignments as may be ordered by them, or either of them. He/she shall be a voting member of the Board of Directors.

When there is no living Immediate Past President, those duties shall be performed by the last living Past President. The Immediate Past President shall perform these duties and any other duties imposed upon him/her by the Constitution and By-Laws.

Section 3. Duties of the First Vice President:

The First Vice President shall assist the President in the discharge of his/her duties while the organization is assembled. In the absence of the President, the authority and duties of the President shall be exercised by the First Vice President. He/she shall appoint the minority of all committees and shall be Chairman of the Membership Committee. The First Vice President shall perform these duties and whatever other duties are imposed upon him/her by the Constitution and By-Laws.

Should the President step down, as listed above, the First Vice President shall assume the duties of the President until the regular yearly election that shall be held in accordance with the Constitution and By-Laws of this organization.

Section 4. Duties of the Second Vice President:

It shall be the duty of the Second Vice President in the absence of the First Vice President to assume the office of the First Vice President. In the absence of the President and First Vice President, the Second Vice President shall exercise the duties of the President. The Second Vice President shall perform those duties and whatever other duties are imposed upon him/her by the Constitution and By-Laws.

Should the President of the organization step down as listed above, the Second Vice President shall assume the duties of the First Vice President until the regular yearly election that shall be held in accordance to the Constitution and By-Laws of this organization. In such instance, the Board of Directors shall appoint an active member in good standing from within the Lodge to assume the position of Acting Second Vice President until the regular yearly election that shall be held in accordance with the Constitution and By-Laws of the organization.

Section 5. Duties of the Secretary-Treasurer:

It shall be the duty of the Secretary-Treasurer of this organization to make and preserve a classified list of all members of this organization. He/she shall be the custodian of the official seal of the organization and shall certify all documents and/or instruments under seal, when same shall be necessary. He/she shall collect all fees and dues and issue all dues cards. He/she shall receive and keep a proper account of all monies of the organization with the dates of receipts; and within ten (10) days, he/she shall deposit same in a bona fide bank account or homestead as directed by the Board of Directors.

The Secretary-Treasurer shall credit each special account with such sums accrued toward the account. He/she shall pay all bills for which a warrant has been drawn and signed by the President, upon the order of this organization. He/she shall submit to the Trustees on or before the annual meeting, all books and vouchers of the organization for inspection. He/she shall render to the organization at the annual meeting and at such other times as the Trustees and/or Board of Directors may direct, a full statement for the financial conditions of this organization.

In addition, he/she will pay or deliver on demand to his/her successor in office all of the funds and property of the organization that shall come into his/her custody as Secretary-Treasurer and which remains unexpended. He/she shall pay and deliver to his/her successor or to such person that shall be designated by this organization within ten (10) days after the expiration of his/her term of office all monies, securities, evidence of debt, books, writings and all other property of the organization under his/her control along with all other necessary papers and assignments. He/she shall notify the Grand Lodge of the suspension of any members and obtain, if possible, the membership card of each suspended or expelled member.

The Secretary-Treasurer shall prepare and read at each regular meeting a statement of all financial transactions since the preceding meeting. He/she shall receive, duly file and safely keep all papers and documents of this organization and within ten (10) days after the expiration of his/her term of office shall deliver same to his/her successor. He/she shall conduct correspondence of the organization under the direction of the President.

The Secretary-Treasurer shall execute and file with the Trustees an official surety bond (the premium to be paid by the organization) by an acceptable surety company in the amount of \$25,000.00. This bond is to be obtained immediately after being duly elected to his/her office, and with the approval of the Board of Directors at the commencement of each term of office, and to be renewed whenever required by the Board of Trustees and/or the Board of Directors.

It shall be his/her duty to make a report in writing to the organization at the annual meeting of all monies received by him/her and the specific source from which they were received, together with a statement of the disbursements and a financial statement of resources and liabilities. He/she shall also make a report in writing to the organization at the annual meeting stating therein the record of the year as to the number of petitions received for membership and the disposition of same.

For his services to this organization, the Secretary-Treasurer shall receive a salary of seven hundred and fifty dollars (\$750.00) a month and have a paid up dues card paid for by the Lodge beginning at the time of his induction as permanent Secretary-Treasurer. In the event this office is permanently vacated by the incumbent elected officer, his/her appointed successor shall receive the financial rewards of this office for the remaining portion of that tenure of office; however, no temporary appointee to this office shall be paid a salary.

The Secretary-Treasurer shall perform these duties and whatever other duties are imposed upon him/her by the Constitution and By-Laws, the President, or the Board of Directors of this organization.

(Section 5 amended September 2000; March 2014)

Section 6. Duties of the Recording Secretary:

It shall be the duty of the Recording Secretary of this organization to record the minutes of all meetings of the organization in a permanent book; and keep a separate book of records and record therein all amendments to the Constitution and By-Laws, said book to be known as the Amendment Book, which is to be given to the proper committee for reference when revision of the Constitution and/or By-Laws is anticipated. Materials are to be provided by the organization for the above purposes.

The Recording Secretary shall call the roll of officers and read the minutes of the previous meeting. He/she shall have at each meeting of the organization all books, papers or writings which are under his/her control, or in his/her custody, which are necessary at meetings.

It shall be the duty of the Recording Secretary to prepare and maintain those binders and/or folders as prescribed in Article VII Section 2 of the Constitution. It shall also be the duties of the Recording Secretary to perform those duties required of him/her as specified in Article IV Section 2 (d) of the Constitution of this organization and he/she shall be responsible for notifying all members in good standing of the runoff election.

The Recording Secretary, at the request of the President, shall attend him/her at the Board of Directors and/or the Trustees and on any official business of the organization. He/she shall present at the request of the President, the Board of Directors, or the Board of Trustees, all papers, writings, and books under his/her control.

He/she shall surrender to his/her successor within ten (10) days after the expiration of his/her term of office, all books, papers, writings and property which are under his/her control or custody.

He/she shall receive for his/her services as Recording Secretary a salary in the sum of seventy-five dollars (\$75.00) per month and have a paid up dues card in this organization for the term of his/her office, which is to be paid for by the organization.

The Recording Secretary shall perform these and all other duties imposed on him/her by the Constitution and By-Laws of this organization.

(Section 6 amended March 2014)

Section 7. Duties of the Conductor:

The Conductor shall perform such duties as are prescribed in the ritualistic work of this organization. When the organization is in session, he/she shall, at the order of the President, or the presiding officer, take up the password from each member present and perform such other duties as the President or presiding officer may request.

In the absence of the President and Vice Presidents, it shall be the Conductor's duty to open the Lodge and preside at the meetings, assuming the same authority, prerogatives and duties of the President. It shall be the Conductor's duty to welcome and attend all visitors to the Lodge.

The Conductor shall perform these duties and whatever other duties are imposed upon him/her by the Constitution and By-Laws, the President, or the Board of Directors.

Section 8. Duties of the Guard:

It shall be the duty of the Guard to attend the inner and outer door and assist in preserving order within the meeting. He/she shall receive the password; and if a member does not have the password, he/she shall invest such member with the password by order of the presiding officer. He/she shall prevent members from leaving the Lodge without permission from the presiding officer.

It shall also be the duty of the Guard to maintain an attendance roster or register as prescribed in Article VI Section 3 of the Constitution of this organization.

The Guard shall be in charge of the attendance register and shall see to it that every active member who attends a meeting signs the register. The register is to be numerical and in triplicate. Upon completion of the reading of the minutes, or disposal of the minutes, the attendance roster will be distributed in the following manner; one copy to the President, one copy to the Recording Secretary, and the original to be retained by the Guard, from which he/she will stamp the attendance cards.

The number of members in attendance shall at this time be announced, entered into the minutes, and the attendance roster shall become part of the minutes. Any member who fails to sign this register shall be considered absent for the purpose of becoming eligible for elective office or delegate.

No one will be permitted to sign this register after it has become part of the minutes. However, the Guard shall make available a supplemental register to be signed by late-comers. This register is to be used for the purpose of roll call voting, or participation in any attendance awards program.

The Guard shall sign the register and indicate the number in attendance. Anyone arriving after 7:00 P.M. or ½ hour after the start of the meeting shall not be given credit for the attendance. A copy of the register shall be made available to the Election Committee to verify eligibility for nomination for office.

The Guard shall perform these duties and whatever other duties are imposed upon him/her by the Constitution and By-Laws.
(Section 8 amended January 1987)

Section 9. Duties of the Trustees:

The duties of the Board of Trustees shall be at the discretion of the President or presiding officer. The Board of Trustees shall perform these duties and whatever other duties are imposed upon them by the Constitution and By-Laws of this organization.

Section 10. Duties of the Chaplain:

The duties of the Chaplain will include: opening the meeting with a prayer; closing the meeting with a prayer; informing the membership of those who are ill or have passed away; attend the wake/funeral of members who have passed away; contact members who are sick or in distress; and all other duties designated to him/her by the President.

ARTICLE III

COMMITTEES

Section 1. All committees shall be appointed by the President and First Vice-President.

Section 2. The President shall name the Chairman and the majority of all committees.

Written minutes shall be kept when committees are in session or voting on actions by the committees. A copy of these minutes shall be submitted to the Recording Secretary on a monthly basis. A file shall be kept by committee name so that when the committees need to act again, they have some record of past performance or guidelines to follow.

(Section 2 amended December 1989)

Section 3. No committee shall enter into any contract under the name of the Fraternal Order of Police, Crescent City Lodge No. 2 for a period exceeding one (1) year. All contracts under the name of the Fraternal Order of Police, Crescent City Lodge No. 2 shall be approved by two-thirds (2/3) vote of the membership voting at any General or Special meeting at which said contract is brought before the general assembly.

Section 4. Any committee failing to act within thirty (30) days from the date of appointment shall be dismissed by the President and another committee appointed. However, this thirty day period may be extended by the President if deemed necessary.

Section 5. Expense accounts for all committees shall be submitted to the Board of Directors for approval, with a detailed daily expense statement listing each individual's expense. No allowance shall be made for general or sundry items not listed or explained in detail.

Section 6. The Board of Directors shall act as a Grievance Committee unless there is a requirement for the appointment of a Special Grievance Committee.

Section 7. All of the following shall be standing committees appointed in compliance with this Article of the By-Laws.

1. Membership Committee
2. Civil Service Committee
3. Constitution and By-Laws Committee
4. Public Relations and FOP News Committee
5. Legislative Committee
6. Refreshment Committee
7. Election Committee
8. Awards and Citations Committee

All committees shall perform such duties as required of them by the Board of Directors and/or the Constitution and By-Laws of this organization.
(Article III amended in July 2008 to eliminate the Board of Regents)

ARTICLE IV

BOARD OF DIRECTORS

Section 1. The Board of Directors shall consist of the President, Immediate Past President, and all other elected officers of this organization.

A quorum for a meeting of the Board of Directors shall consist of one of the first three elected officers and six other members of the Board. Meetings of the Board of Directors shall be called by the President. The Board of Directors shall have the authority to render all decisions concerning the welfare of the organization. They shall have the authority to sanction the payment of all bills and expense accounts contracted for or by the organization.

It shall be the duty of the Board of Directors to require a yearly independent review by a Certified Public Accountant selected by the Board. The review shall be completed not later than the last regular meeting in October of each year. The expense of said review shall be paid by the organization.

The Board of Directors shall have the authority to discipline the membership of this organization for misconduct on the premises. Any decision rendering members of the organization to attend any Board of Directors meeting and those invited may participate in the discussion of any matter before the Board of Directors. They shall have no vote on such matters. Only elected officials, the Immediate Past President, and the duly authorized Board of Directors shall have the authority to vote on any matter brought before the Board of Directors at any authorized Board of Directors meeting.

ARTICLE V

MEETINGS

Section 1. The regular meetings and/or special meetings of this organization shall be governed as prescribed by the various Articles of the Constitution and By-Laws of this organization. When any issue or controversy arises at any regular or special meeting of this organization which is not covered by an Article of the Constitution or By-Laws, such issue or controversy shall be resolved in accordance with Robert's Rules of Order.

Section 2. The order of business for all regular meetings shall be:

1. Call to order, receipt of password – Chairman (President);
2. Opening prayer; Salute of Flag – Chaplain;
3. Roll Call of Officers – Recording Secretary;
4. Reading of the minutes of the previous meeting – Recording Secretary;
5. Communications – Recording Secretary;
6. Application / Acceptance of New Members – Recording Secretary;
7. Action on Motions lying over from previous meetings – President;
8. Reports of Officers – Board Members;
9. Reports of Committees – Committee Chairs;
10. Unfinished Business;
11. New Business;
12. Good of the Order;
13. Closing Prayer; Adjournment – Chaplain.

Any variation from the prescribed order of business shall require a motion to suspend the regular order of business, which requires a majority voice vote to pass.

Section 3. MOTIONS.

Any proposal for action or expenditure of funds on the part of this organization, not otherwise governed by the Constitution and By-Laws or Standing Rules of this organization, shall require a MOTION for such action/expenditure be made by an Active Member in good standing at a sanctioned regular or special meeting of this organization.

Before such MOTION can be made, the maker of the MOTION must be recognized and granted the floor by the Chairman / President. Once a MOTION has been made, it requires that a second be offered by another Active Member in good standing prior to any ruling or debate on the stated MOTION. If any MOTION, duly made, fails to garner a second, such MOTION shall be ruled to have “died for lack of a second” by the Chairman / President.

Once a MOTION has been duly made and seconded, the Chairman / President shall rule on the validity of the MOTION. If, in the opinion of the Chairman / President, any MOTION that is deemed dilatory in nature; contrary to the Constitution, By-Laws, or Standing Rules of the organization; is not germane to the report under discussion; or is otherwise made improperly, the Chairman / President shall rule the MOTION to be out of order.

If, in the opinion of the Chairman / President, any MOTION having been duly made and seconded, is of such a nature as to be considered controversial by the broader membership, or otherwise potentially injurious to the organization, the Chairman / President shall have the right to order the MOTION tabled (postponed) until the following meeting, and further shall order the appropriate board member to publish the MOTION in the next available electronic/print newsletter of the organization informing the broader membership that such MOTION was made and will likely be debated at the next scheduled regular or special meeting.

Such order by the Chairman / President, while not debatable, may be challenged from the floor by a MOTION to “Immediately Remove from the Table”. In the context of this Article, a MOTION to “Immediately Remove from the Table” shall be non-debatable, require a second, and require a two-thirds affirmative vote of the members listed as present on the official attendance register of the meeting, as presented by the Guard during his Officer’s Report. Failing such action, the MOTION shall remain on the table until the next meeting, where a MOTION to “Remove from the Table” will require a simple majority voice vote of the members present.

Failure of the Chairman / President to take any of the actions listed above shall be considered a ruling by the Chairman / President that the stated MOTION is in order, and debate and vote may proceed.

Nothing in this section shall apply to any PRIVILEGED MOTION as defined by Robert's Rules of Order.

(Article V amended April 2015)

ARTICLE VI

ELECTION OF DELEGATES

Section 1. Nomination of candidates to represent the Crescent City Lodge No. 2 as delegates to the biennial conference of the Grand Lodge and State Lodge Convention shall be held not later than the regular meeting in the month of September of the year preceding said convention.

Nominations for delegates shall be held in the same manner as nominations for officers as defined in Article IV Section 2 (b) of the Constitution; said delegates shall be elected in the month of November of the year preceding said convention in the same manner as elected officers as defined in Article IV Section 2 (b) of the Constitution. The President is automatically a delegate to all conventions.

Section 2. The expense of the delegates to attend the convention shall be in compliance with Article I Section 8 of the By-Laws.

Section 3. To be eligible as a delegate to these conventions an active member must:

(a) Attend at least six (6) of the twelve (12) regular meetings preceding the meeting in which nominations for candidates as delegates are held; and,

(b) Be an active member in good standing.

Section 4. If any duly elected delegate misses four regular meetings during the period of time between his election as a delegate and the June meeting of the following year, his position as delegate shall be declared vacant. The vacant delegate position shall then be filled by appointment of the person having the next highest number of votes on the delegate list, provided that this appointed delegate has not missed four meetings during the period of time between the election and the June meeting of the following year.

(Section 4 amended July 1995)

ARTICLE VII

DISCIPLINE

Section 1. If twenty (20) or more members of this organization in good standing have sufficient proof on hand to show that any officer or officers have acted dishonestly or otherwise detrimental to the best interest of this organization, they may file a petition for recall with the Board of Directors. A copy of the charges shall be filed in duplicate form and must be submitted with the petition for recall. The Board of Directors shall forward a copy of the charges to the officer or officers against whom the petition is directed.

Section 2. The accused officer or officers shall be given the opportunity of a hearing in their defense. The Board of Directors shall call a special meeting within fifteen (15) days and shall so notify the accused to allow him/her, or them, to reply to the charges by virtue of a personal appearance, at which time the plaintiffs shall appear in person. If after this hearing, the Board of Directors finds the defendant(s) guilty, they shall proceed with the recall. The procedure shall be conducted in accordance with the provisions as contained in Article IV Section 5 of the Constitution of this Lodge.

Section 3. Any elected officer of this organization under charge of misconduct of actions that are in any way detrimental to the good of the organization, may either be suspended from office during the period of trial, or may be removed from office and his office declared vacant. In the event that after a trial by the Board of Directors the accused is found guilty, said temporary suspension or removal from office shall be legal only when so ordered by a two thirds (2/3) majority of the entire membership present.

ARTICLE VIII

PENALTIES

Section 1. Any candidate having been notified of his or her election to membership in this organization, and who fails to present themselves for admittance to membership within six (6) months from date of said election through no fault of this organization, shall forfeit all rights under said election unless reasons satisfactory to the organization are given and the time limit is extended by the organization. In such event the petition fee shall be refunded to said candidate for explanation as to reason for said election.

A Special Meeting shall be called for this purpose and the accused member or members shall be given every opportunity to defend themselves, provided that the action of the Board of Directors in the suspending or removing of any officer shall be effective only until such time of the first regular meeting, at which time said action must be ratified by a two thirds (2/3) majority vote of the membership present at said special meeting.

Section 2. If any member should abuse the usage of this organization, or be found guilty of any offense against the organization or its membership, he or she shall be reprimanded, suspended, or expelled at the discretion of the organization. If ten (10) or more members of this organization in good standing have sufficient proof on hand to show that any member has abused the usage of this organization, or is guilty of any offense against the organization or its membership, they may offer a resolution calling for said member to be reprimanded, suspended, or expelled from the organization. This resolution must include all of the charges against the said member, and can be offered at any regular meeting after it has been signed by at least ten (10) members in good standing. This resolution shall then lay over until the next regular meeting at which time it shall be voted upon, by a two-thirds (2/3) roll call vote of the membership present then shall decide what final action shall be taken.

Section 3. If, after one year as an active member in good standing, the member's qualifications as required in Article III, Section 2 of the Constitution should change in any way, the member so affected must immediately submit in writing a report to the Board of Directors explaining said change in his qualifications. This report

must be submitted one month from the date of his qualification change. The Board of Directors shall then investigate the member's case and report the result of this investigation to the membership at the next regular meeting. The President shall have the authority to extend the period granted for the investigation, if deemed necessary.

Upon the completed investigation by the Board of Directors, the membership shall vote to determine whether or not said member shall remain in the organization or be expelled from the organization. To remain as a member of the organization, two-thirds (2/3) of the membership voting must vote to retain as a member. If a member receives less than two-thirds (2/3) vote of the membership voting, he or she shall be expelled from the organization.

If any active member who is required fails to submit his report to the Board of Directors in compliance with the above, he or she shall be automatically expelled from the organization.

Section 4. A person who has lost his or her membership in this organization by reason of conduct unbecoming an officer shall not be privileged to again petition this organization for membership until the expiration of one (1) year from the date that the said member's membership was discontinued.

Section 5. A member who has not paid his or her dues to this organization within one (1) month after they become due and payable shall be in arrears for dues.

Section 6. Any member of this organization who is in arrears for dues "***IPSO FACTO***" suspends themselves from membership in this organization. No action of the membership is necessary, and their membership in this organization shall at once be discontinued. The Secretary Treasurer of the organization shall notify such member in writing of this fact.

However, said person may be reinstated if delinquent for less than one (1) year, by payment of all delinquent and other obligations due in this organization by making the same application and paying the same amount that they would have to pay as if they had never been a member, providing, however, that no charges by the organization are pending against said member.

Section 7. An applicant who had petitioned this organization for membership by initiation and the petition was rejected, that person cannot petition the organization until expiration of six (6) months from the date of such rejection.

Section 8. Any member who resigns from this organization cannot again petition the organization for membership until the expiration of six (6) months from the date of said member's resignation.

In addition to the above, said member must be in compliance with Article III of the Constitution.

ARTICLE IX

FISCAL YEAR

Section 1. The fiscal year of this organization shall be coincident with the tenure of office of the President of this organization.

ARTICLE X

PARLIAMENTARY AUTHORITY

Section 1. A Parliamentarian shall be appointed by the President.

The Parliamentarian shall serve as the President's advisor and consultant on procedural matters. He/she shall unobtrusively call the attention of the presiding officer to any serious error in procedure which he/she observes. The Parliamentarian gives his/her advice to the presiding officer only. Any inquiry on parliamentary procedure is addressed to the presiding officer and after consultation with the Parliamentarian, if he wishes, the presiding officer answers the inquiry. An answer to a parliamentary inquiry is not a decision, and therefore cannot be appealed.

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