

NIAGARA COUNTY FIRE CHIEF'S ASSOCIATION

CONSTITUTION AND BY-LAWS

Revised 7/13/95

DRAFT REVISION DATED 2/4/10

ARTICLE I

The name of the organization shall be the "NIAGARA COUNTY VOLUNTEER FIRE CHIEF'S ASSOCIATION, INC."

ARTICLE II

PURPOSE

To meet in congenial fellowship in the interest of fire protection, fire prevention and to promote the general welfare of all firematic matters in Niagara County. It shall be non-political, and shall not discriminate, regardless of race, creed, color or sex.

MEMBERSHIP

Membership shall be of three classifications – ACTIVE, ASSOCIATE, and HONORARY.

1. ACTIVE MEMBERSHIP: Shall be the Chief and three (3) Assistant Chiefs or their equivalent in rank from each of the volunteer fire organizations in Niagara County. They shall have the privilege to vote and hold office in the organization. In the event of the fire organization having more than one fire hall, the top ranking line Officer of each additional hall is eligible for active membership. An Active member may retain their active member status even though he/she no longer holds office of Chief, Assistant Chief or equivalent, at his/her Fire company. They may vote and hold office in the County Chief's organization.

2. ASSOCIATE MEMBER: Shall be all past Chiefs and past Assistant Chiefs or their equivalent in rank of volunteer fire companies in Niagara County, as may be considered of professional status – either Municipal, Niagara County Fire Coordinators, Armed Services, ~~or~~ Industrial Station, OR Volunteer Ambulance Services-

3. HONORARY MEMBERSHIP: May be elected by resolution at any regular meeting, but they shall not have the power to vote or hold office.

ARTICLE IV

OFFICERS

1. The Officers of this association shall consist of a President, a Vice President, a Secretary, a Treasurer, a Financial Secretary and three Directors.

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2. The President, Vice President, Secretary, ~~and Treasurer~~, and Financial Secretary shall be elected at the Annual Meeting and take office at the Awards and Installation Banquet. ~~Their term of office shall be for one (1) year.~~

2a. The President, Vice President, Secretary and Financial Secretary shall serve a term of office of one (1) year.

2b. The Treasurer shall serve a term of office of three (3) years.

3. The incumbent President shall set the site and the date of the Awards and Installation Banquet, which shall be held between March and May meetings.

4. DIRECTORS: Shall be the outgoing presidents. Each Director shall have a descending three (3) year term. Their tenure in office shall be so arranged commencing with terms of three years after leaving the office of President. There will be three directors in office.

5. The President may not succeed himself in office.

6. No member shall be eligible for office or nomination for office unless he is in good standing.

7. All Officers and voting power shall be vested in the active members. If for any reason an Officer of this Association doesn't continue as a Fire Officer in his/her fire company and doesn't meet the requirements of Article III(1) of the Constitution and By-Laws of this Association, he/she may still continue to finish the term that he/she is in and continue through the Offices of this Association if elected as per Article XII of the Constitution and By-Laws of this Association.

8. No members or Officers shall receive remuneration of any kind.

ARTICLE V

DUTIES OF OFFICERS

PRESIDENT: It shall be the duty of the President to preside at all meetings of the Association, in accordance with the recognition of Parliamentary Procedures, and to enforce the observance of the Constitution and By-Laws. He/she shall call special meetings at his discretion or upon the written request of five (5) or more members. He/she shall initiate new members and arrange for the installation of newly elected Officers. He/she shall appoint all committees to act in the capacity. The President shall appoint a Chaplain Committee to serve during his/her term of office. The committee can consist of Active, Associate, or Honorary members. The President shall not vote on any question other than in the election of new members and Officers, except in the event of a tie, when his/her vote will decide. The President may be the representative of this Association at any conference that may be held within the county or elsewhere, as may be decided by the vote of the members at any regular meeting. He/she will also countersign all checks.

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VICE PRESIDENT: The Vice President shall assist the President in the discharge of his/her duties, and in the event of the President's absence or disability, he/she shall assume the duties of the President.

SECRETARY: The Secretary shall perform all duties normal to such office, keeping an accurate record of the proceedings and attendance of all the meetings of the Association and shall attend to all correspondence of his/her office.

FINANCIAL SECRETARY: The Financial Secretary shall receive and collect all monies due the Association at Association meetings and give a receipt of all dues and keep a record of all dues.

TREASURER: The Treasurer ~~shall receive and collect all monies due the Association from any source and shall give a receipt for all dues. He/she~~ shall pay all bills on order of the Association and purchase necessary supplies for his/her office. He/she shall keep an accurate record of all financial account, receipts and expenditures and shall, at the annual meeting or upon demand of the President or Directors, submit a complete financial statement and report of the funds of the Association.

DIRECTORS: The Directors shall be charged with the care and maintenance of all association properties. They shall arrange for the audit of the Treasurer's records and report at the annual meeting. The three incumbent Directors shall serve on the election committee.

ARTICLE VI

DELEGATES AND REPRESENTATIVES

NIAGARA COUNTY FIRE ADVISORY BOARD: Nominees for election to the NIAGARA COUNTY FIRE ADVISORY BOARD will be selected from the four Mutual Aid Areas, plus one (1) At-Large nominee. The Executive Board will select one name from each Mutual Aid Area and one (1) At-Large name. Nominations from the floor will be made by Mutual Aid Areas. Elections shall be held individually by areas. At the first election: Mutual Aid Areas 1 and 3 will be for a one (1) year term; Mutual Aid Areas 2 and 4 will be for a two (2) year term; and the At-Large member for a three (3) year term. Thereafter, all members will be elected for a three (3) year term.

All nominees must be a member of the Fire Chief's Association for one (1) year prior to election. Members must attend three-quarters of the Fire Advisory Board meetings and two-thirds of the Chief's Association meetings. They may be removed from office for non-attendance. No more than one (1) member from any company may be elected to the Fire Advisory Board.

All nominations and elections for representatives to the Fire Advisory Board will be held at the November meeting. All the elected persons names will be submitted to the Niagara County Legislators for final approval.

The President of the Niagara County Fire Chief's Association will represent this Association on the Executive Board of the Niagara County Volunteer Fireman's Association. The President's name shall be submitted to the Niagara County Volunteer Fireman's Association at the November meeting. The term of office shall be for one (1) year beginning January 1st.

ARTICLE VII

MEETINGS

REGULAR MEETINGS, shall be held on the second Thursday of every other month at ~~8:00~~1930 hours.
~~p.m.~~ The place of meetings shall be decided by invitation at the Annual meeting for the following year.

THE ANNUAL MEETING, shall be held on the second Thursday in March at ~~8:00~~1930 hours~~p.m.~~ and the regular meetings shall be designated from this month.

MEETING CONFLICT, in the event a regular meeting date shall fall on a holiday, the meeting date shall be determined at the preceding meeting.

SPECIAL MEETING, twenty-four hours notice of time, place, and reason for special meeting shall be given to the membership.

THE ANNUAL PICNIC, held on the second Sunday in September, and shall take the place of the September meeting.

ARTICLE VIII

INITIATION & DUES

Initiation fee shall be two dollars (\$2.00). Dues shall be two dollars (\$2.00) per year, in advance, payable at the Annual meeting. Active and Associate members shall be subject to annual dues and the initiation fees. Honorary members shall not be required to pay dues or initiation fees.

ARTICLE IX

RESIGNATION, EXPLUSION AND REINSTATEMENT

Resignation of Officers or members shall be in writing and shall be considered at any regular meeting or Special meeting called for that purpose.

ARTICLE X

VACANCIES

In the event of a vacancy in any offices by reason of death, resignation, or other causes, the office shall be filled by election at the same or the next regular meeting or at a special meeting called for that purpose.

ARTICLE XI

AMENDMENTS

This CONSTITUTION and By-Laws may be amended at any regular or annual meeting by two-thirds vote of the membership present, provided the proposed amendment shall have been submitted in writing at a previous meeting and notice given at the time when the same would be called for action.

ARTICLE XII

ELECTIONS

ELECTIONS: The election committee shall consist of the three incumbent Directors and one member appointed annually by the President. They shall select a chairman who shall act as spokesman at the time of the elections. It shall be their duty to nominate a list of candidates and request additional nominations from the floor. Upon the close of nominations, they will conduct the elections, count the ballots, and report the results of the election. All Officers and Directors shall be elected by ballot, the candidate receiving a plurality shall be declared elected.