

**MISSION, KANSAS LODGE NUMBER 12  
CONSTITUTION OF THE FRATERNAL ORDER OF POLICE**

**ARTICLE I**

Name

This organization shall be known as the Mission, Kansas Lodge Number 12 of the Fraternal Order of Police.

The local right to authorize control, and restrict the use of the name and insignia of the order, shall lie exclusively with the Executive Board.

**ARTICLE II**

Character

Section 1.

The Fraternal Order of Police is an organization consisting of full time paid law enforcement officers of the City of Mission, Kansas.

Section 2.

The Fraternal Order of Police shall not be controlled by, directly or indirectly, any labor union congress, federation committee, or similar organization by whatever name known, but this section shall not prohibit cooperative efforts by the Fraternal Order of Police with labor organizations for their common good.

The Fraternal Order of Police shall not strike, or by concerted action cause a cessation of the performances of the police duties, or induce members or other lodges to do likewise. The penalty for such action by any member shall be immediate expulsion from the Fraternal Order of Police.

Section 3.

This Constitution shall be the fundamental law of the Order together with the By-Laws enacted in conformance therewith and the rituals adopted at the National Conference shall govern the conduct of the lodge.

**ARTICLE III**

Membership

Section 1.

The membership of the lodge shall consist of active, honorary and associate members. All permanent, full time police officers employed by the City of Mission, Kansas will be eligible for active membership. No person shall be denied membership on account of race, creed, religion or sex.

Section 2.

There shall be three classes of membership in the Mission, Kansas Fraternal Order of Police Lodge Number 12; Active, Honorary and Associate.

Active membership shall be comprised of regularly appointed police officers and retired police officers of the City of Mission, Kansas.

Honorary membership shall be comprised of retired regularly appointed police officers who have withdrawn from active membership after retirement.

Associate membership shall be comprised of such worthy persons who are not eligible to be active members of the lodge, but who desire to be associated with the lodge in order to assist in forwarding the aims of the organization of the Fraternal Order of Police.

Section 3.

Any member, who may retire from active duty, may retain his/her membership as long as he/she remains in good standing.

Section 4.

Active members who are dismissed from the police service on charges which are subsequently sustained in legal proceedings or members who do not contest the decision of the dismissing authority automatically forfeit their membership of the order and shall no longer participate in any right or benefits of the lodge.

## **ARTICLE IV**

### **Application for Membership**

Section 1.

All applicants for active membership shall be submitted to the Secretary of the lodge in writing. If the applicant is acceptable, the application shall be read at the next regularly scheduled meeting and shall be voted upon for membership. A two-thirds (2/3) vote in favor of the applicant by the voting members present to accept the applicant for membership

Any applicant for membership who has been duly voted upon by the lodge and rejected shall not then be eligible to re-apply for membership to the lodge until six months have expired.

Section 2.

Application for membership as an Associate member shall be by a motion of any member in good standing with the consent of the applicant at any regularly scheduled meeting of the lodge. Upon a favorable motion of application it shall lie on the table until the next regularly scheduled meeting of the lodge. During this period a background check will be performed on the applicant by a committee to be appointed by the President. Upon a favorable report on the applicant a vote will be taken with a two-thirds (2/3) vote in favor of the applicant by the voting members present to accept the applicant for membership.

## **ARTICLE V**

### **Dues and Assessments**

#### Section 1.

The lodge shall be empowered to levy a monthly assessment of \$30.00 to each member of the lodge.

#### Section 2.

The dues of the active member will be automatically deducted from the member's City of Mission, Kansas paycheck in increments of \$15.00, twenty-four times a year. The member shall complete an automatic withdraw slip upon acceptance into the lodge through the Secretary of the lodge.

Any member wishing to resign their membership in the lodge shall apply notice to the Secretary of the lodge. The member will complete a cancellation of dues assessments and the member's dues automatic withdraw shall cease as soon as possible by the City of Mission, Kansas. Upon completion of the cancellation of dues assessments, the member shall forfeit all rights, privileges and benefits accorded to members in good standing of the lodge.

## **ARTICLE VI**

### **Meetings**

#### Section 1.

This lodge shall hold one regular meeting per month. The meeting will take place on the second Monday of each month at 1800 hours. The location of the regular meeting will be determined by the President of the lodge.

If the second Monday of the month is a nationally celebrated holiday, the regular meeting will be the third Monday of the month.

#### Section 2.

Special meetings of the lodge shall be called by the President of the lodge or upon the written request of the Executive Board or any five members in good standing of the lodge. The reason for the special meeting shall be specified in the notice calling the meeting and no business shall be transacted except for the reason that the meeting was called.

#### Section 3.

For the transaction of any business at a regular or special meeting of the lodge, there shall be required a minimum of Seven (7) regular members in good standing present, which shall constitute a quorum of the lodge.

Section 4.

The lodge recognizes member's responsibilities outside the lodge. If a regular member is unable to attend the regular or special meeting due to active police duty, active military duty, police training, bereavement, illness or scheduled vacation, a written proxy will be accepted. The member that is unable to attend the meeting will contact the Secretary of the lodge for a lodge proxy form. The member unable to attend the meeting will complete the proxy form and deliver the proxy to the regular member of the lodge that he/she would like to make their vote.

Section 5.

Any regular member of the lodge will only be allowed to vote one proxy vote per meeting. In the case of an extended absence, the member unable to attend the meeting will seek permission from the Secretary of the lodge for a regular member to make his/her vote during the entire absence.

Section 6.

There will be no alcoholic beverages served or consumed at any regular or special meeting of the Fraternal Order of Police Lodge Number 12. Any member who is found to be consuming any alcoholic beverage at a regular or special meeting will immediately be removed from the meeting.

Section 7.

Any member of the lodge who intentionally disrupts a regular or special meeting will immediately be removed from the meeting.

This section is not intended to keep members from normal debate on topics being discussed at the meeting. All opinions and ideals of members will be heard.

Any member who attends the regular and special meetings with the intentions of being a negative influence on the meeting will immediately be removed from the meeting.

## **ARTICLE VII**

### **Officers**

Section 1.

The Executive Board or Officers of this Lodge shall be composed of;

- A. President
- B. Immediate Past President
- C. Vice-President
- D. Secretary
- E. Treasurer
- F. State Trustee
- G. Parliamentarian

All officers, excepting Past President and Parliamentarian, shall be elected by ballot. Only members in good standing shall be entitled to vote in any election of this lodge. The Officers of this lodge shall be nominated at the regular meeting in November of each year.

The Officers of the lodge shall be elected at the December meeting of each year, and shall hold office for one year.

Ballots shall be provided to each member in good standing by the Secretary of the lodge.

Newly elected officers shall be installed at the January meeting of each year. Officers absent shall be installed at the second regular meeting, and if absent at the second regular meeting, the office shall be declared vacant, and the successor selected in regular form.

Section 2.

Any member in good standing who has been a member of this lodge for a period of one year or more, provided member has attended six regular meetings in the last twelve months immediately preceding the holding of said election, shall be eligible as a candidate, for any office of the lodge, or as a delegate to the State or National Conference, if so qualified as provided in the By-laws of the lodge.

Section 3.

Duties of the Elected Officers;

President:

- A. The President is the Chief Executive Officer of the Order and shall preside at all meetings and shall preserve order and decorum.
- B. The President shall carefully supervise the affairs of the lodge and it's labor for usefulness and efficiency.
- C. The President shall fill all vacancies in office caused by death or resignation. Such appointment shall be in effect only until the next regular election.
- D. The President shall sign all official documents of the lodge and shall perform all other business of the lodge, which by custom pertains to the office of President.
- E. The President shall be ex-officio member of all standing committees and have the power to appoint a majority of any committee or committees to inquire into any affair or matter affecting or concerning the order.
- F. With the assistance of the Parliamentarian, the President shall enforce a strict compliance with the Constitution and By-laws of the lodge in all actions.
- G. The President shall convey all unfinished business of the order to his/her successor, together with any lodge records, money or property.

Immediate Past President:

- A. The Immediate Past President and all Past Presidents shall advise and assist the President and the Executive Board in the performance of their respective duties and shall execute such assignments as may be ordered by the President.

Vice-President:

- A. The Vice-President shall preside at meetings of the lodge in the absence of the President and shall otherwise generally perform the duties of the President during his/her absence. The Vice-President shall perform the duties of Sergeant of Arms, and any other duty assign to him by the President.

Secretary.

- A. The Recording Secretary shall keep a correct record of the membership roll and of all transactions of each meeting of the Order, attest all money orders along with the Treasurer and record the same in a book to be known as the Book of Records, together with the minutes to be entered therein, before the meeting following that of which they are a record, and they shall be read from the Book of Records for approval.
- B. The Secretary shall keep another book 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 revising the Constitution and By-Laws.
- C. At the Expiration of his/her term in office, the Secretary shall give a correct report of the business of his/her office and turn all property and records to the Order and his/her successor.

Treasurer.

- A. The Treasurer shall be the custodian of the funds of the Order.
- B. The Treasurer shall receive and take charge of all monies belonging to the order, deposit same in a bank named by the Order, keep an accurate account of all monies received and expended, credit each special fund with such sums as accrue thereto and report to the Order at the regular meeting each month.
- C. The Treasurer shall sign all checks duly authorized by the President and or Secretary, for disbursement of funds. There shall be three signatures on every account and it shall require at least two of the three signatures for any disbursement of funds from these accounts. The signatures shall be those of the President, Secretary and Treasurer.
- D. The Treasurer shall furnish a surety bond in the amount specified by the Executive Board with said bond fee to be paid by the Order.
- E. The Treasurer shall turn over any monies, books, papers and receipts belonging to the order to the Secretary for auditing purposes when ordered to do so by the President.
- F. At the expiration of his/her term in office, the Treasurer shall deliver all books, records, money and other property of his/her office belonging to the order to his/her successor.

State Trustee.

- A. The State Trustee will represent the lodge at the State Meeting.

Parliamentarian.

- A. The Parliamentarian shall be appointed by the President and advise the President upon points of order, compliance with the Constitution and By-Laws when conflicts arise, and shall serve at the pleasure of the President.

## **ARTICLE VIII**

### Discipline

#### Section 1.

The Executive Board shall serve as a grievance committee to hear any charges or complaints against the conduct of the Lodge or any of its members. The Executive Board shall investigate all such complaints properly brought to its attention and shall make a report of its findings and recommendation to the Lodge within thirty days of the notice of the charge or complaint. If the accused is a member of the Executive Board, then that member will not be a part of the respective grievance committee.

#### Section 2.

The Executive Board will be authorized to carry on all special business of the lodge between regular meetings and may direct the Secretary to call a special meeting if deemed necessary for the good of the Order.

## **ARTICLE IX**

### Committees

#### Section 1.

The President shall appoint a two member Constitution and By-Law Committee. The committee shall review all proposed amendments to the Constitution and By-Laws of the Order before being presented to the Order for proposed adoption.

#### Section 2.

The President shall appoint a three member Entertainment Committee. The committee shall plan and conduct all social functions, parties, and picnics of the Lodge.

#### Section 3.

The President shall appoint a three member Fund Raising Committee. The committee shall be charged with following up on fund raising ideals brought to the attention of the Lodge. The committee will not be allowed to enter into any agreement with any said vendor or outside agency on behalf of the Lodge.

#### Section 4.

The President shall appoint special committees in the regular manner as the need shall arise for the body to perform particular duties outside of the province of the standing committees. The special committees shall be dissolved upon completion of the duties assigned to them by the President.

## **ARTICLE X**

### **Rights, Benefits and Privileges**

All active members of the lodge, in good standing, shall be entitled to the following rights, benefits and privileges;

Section 1.

To attend all regular and special meetings and to take part in all discussions and debates concerning the business and the welfare of the lodge.

Section 2.

To vote on applications for membership and re-instatement, and upon questions coming regularly before the lodge.

Section 3.

To receive advice through the FOP Legal Defense Plan upon any matter concerning his/her rights as a member of the Police Department and to receive the services of the FOP Legal Defense Plan at a trial or hearing if accepted by the FOP Legal Defense Plan committee. In no event shall the lodge be liable for attorney fees of a member unless such legal services are denied by the FOP Legal Defense Plan and then recommended to be furnished by the lodge with a majority vote by the Executive Board.

Section 4.

To be entitled to receive death benefits from such insurance policies as may be adopted by the lodge for the benefits of it's members.

Section 5.

Any question arising as to eligibility for participation and benefits under this article shall be referred to the Executive Board for investigation. The Executive Board shall make such investigation as they deem necessary and shall make a recommendation to the lodge as to the action to be taken on such question by the lodge.

## **ARTICLE XI**

### **Resignations**

Section 1

All officers of the lodge except the Treasurer and Secretary shall have the privilege of resigning at any time, providing no charge concerning the lodge activities exists against them. The Treasurer and Secretary shall present their resignations in writing one meeting previous to their being acted upon, and if the monies, accounts, books and records are correct, their resignations will be accepted, provided no charges exist against them. Upon the acceptance of any resignation by an officer, the officer will deliver all books, records, money and other property of his/her office belonging to the order to his/her successor. Upon the acceptance of the resignation, the President shall appoint a member in good standing to the vacancy until the next election.

Section 2

Any elected officer may be impeached for infringement of provisions of the Constitution or By-Laws; all charges, submitted in writing to the Secretary, shall be referred to a committee of five lodge members in good standing appointed by ballot. The accused member will be duly notified, in writing, of the charges made against them. It shall require a majority vote to order the trial of an officer on the charge preferred. The findings of the trial shall stand unless appealed to and reversed by the State or Grand Lodge. Any member preferring charges against another member for the purpose of maliciously or otherwise injuring such member or officer shall be liable to fine, suspension or expulsion from the lodge.

**ARTICLE XII**

Auxiliary and Associate Lodges

Section 1

The Fraternal Order of Police recognizes, validates and acknowledges the option of authorizing an Auxiliary and or Associate Lodge. Such lodges shall be subject to the control and supervision of the lodge and shall conform to and be governed by this Constitution and By-Laws.

**ARTICLE XIII**

Amendments

Section 1

Proposed amendments to this Constitution shall be submitted in writing to the Secretary of the lodge, who shall refer said proposed amendment to the Constitution and By-Laws committee, who shall act upon the proposed amendment and submit it to the lodge where it shall be read at two regular meetings and voted upon by the lodge after the second reading. A two-thirds majority vote of the members present shall be required for acceptance or rejection of any proposed amendment. Upon adoption, the proposed amendment shall become part of the Constitution.

**ARTICLE XIV**

Parliamentary Procedure

Section 1

Except as provided in the Constitution and By-Laws, "Roberts Rules of Order" shall govern the conduct and deliberations of the meetings of this Order.

## **ARTICLE XV**

### **Official Ritual**

#### **Section 1**

There shall be an Official Ritual of the Order which shall be known as the Fraternal Order of Police Ritual.

#### **Section 2**

The Ritual of the Fraternal Order of Police as revised at the National Biennial Conference of the Fraternal Order of Police shall be the Official Fraternal Order of Police Ritual for this lodge.

By-Laws  
Fraternal Order of Police  
Mission, Kansas Lodge #12

**ARTICLE I**

Membership

**Section I.**

Member in good standing is hereby defined to be a member who has paid all dues and assessments due to the lodge.

**Section II.**

Any member in good standing who has been a member of this lodge for a period of one year or more, provided said member has attended six regular meetings in the last twelve months immediately preceding the holding of said election, shall be eligible as a candidate for any office of the lodge, or as a delegate to the State or National Conferences.

**Section III.**

Any member in good standing who is on a shift which prohibits attendance at the regular meeting of the lodge may be exempted from the number of meetings a member must attend to hold office in the lodge.

**ARTICLE II**

Dues and Assessments

**Section I.**

The lodge shall levy an assessment of \$30.00 per month per member as monthly dues. Each member's monthly dues will be automatically deducted from the member's City of Mission paycheck in increments of \$15.00, twenty-four times a year.

### **ARTICLE III**

#### Meetings

##### **Section I**

The regular meeting night of this lodge shall be the second Monday of each month at 1800 hours.

### **ARTICLE IV**

#### Appropriations

##### **Section I**

No appropriation shall exceed \$150.00, unless first being read at a regular meeting. A majority vote of the membership present shall be sufficient to approve or disapprove said appropriation.

##### **Section II**

In case of emergency the president of the lodge or his/her designee will call a special meeting and a majority vote of the membership present shall be sufficient to approve or disapprove said appropriation.

### **ARTICLE V**

#### Associate Lodge Membership

##### **Section I**

The membership of the Fraternal Order of Police Associate Lodge shall be subject to approval by a majority vote of this lodge.

## **ARTICLE VI**

### Amendments

#### **Section I**

Proposed amendments to these By-laws shall be submitted in writing to the Secretary of the lodge, who shall refer said proposed amendment to the Constitution and By-Laws Committee, who shall act upon the proposed amendment and submit it to the lodge where it shall be read at two regular meetings and voted upon by the lodge after the second reading. A two-thirds majority vote of the members present shall be required for acceptance or rejection of any proposed amendment. Upon adoption, the proposed amendment shall become part of the By-laws.