

CONSTITUTION

PREAMBLE

We, the law enforcement officers of the county of Leavenworth, Kansas/Northeast Kansas and the municipalities within not already affiliated with another lodge, as members of the Leavenworth County/Northeast Kansas Fraternal Order of Police do hereby associate ourselves together for the following purpose:

To support and defend the Constitution of the United States; to inculcate loyalty and allegiance to the United States of America; to promote and foster the enforcement of law and order; to improve the individual proficiency of our members in the performance of their duties; to encourage social, charitable and educational activities among law enforcement officers; to advocate and strive for uniform application of the civil service merit system for appointment and promotion; to create a tradition of esprit de corps insuring fidelity to duty under all conditions and circumstances; to cultivate a spirit of fraternalism and mutual helpfulness among our members and the people we serve; to increase the efficiency of the law enforcement profession and thus more firmly to establish the confidence of the public in the service dedicated to the protection of life and property.

BY-LAWS

ARTICLE I NAME

Section 1. This organization shall be known as the Leavenworth County/Northeast Kansas Fraternal Order of Police and shall consist of such persons as are admitted into membership and conform to its rules and regulations.

Section 2. The right to authorize, control, and restrict the use of the name of this order shall lie exclusively with the Board of Directors of the Grand Lodge and/or the elected officers and trustees of the Leavenworth County/Northeast Fraternal Order of Police.

ARTICLE II CHARACTER

Section 1. The Leavenworth County/Northeast Kansas Fraternal Order of Police is an organization consisting of law enforcement officers of the County of Leavenworth/Northeast Kansas and the political subdivisions thereof.

Section 2. The Leavenworth County/Northeast Kansas Fraternal Order of Police is strictly non-sectarian, and shall not join in any labor union, congress, federation or committee of like nature, or similar organization by whatever name.

This Order shall not strike or by concerted action cause a cessation of the performance of police duties, or induce it's members to do likewise. The penalty for such action shall be the immediate

expulsion from this Order

Section 3. The Constitution of the Grand Lodge of the Fraternal Order of Police shall be the fundamental law of this Order and, together with the By-laws enacted in conformance therewith and the Rituals adopted at National Conferences, shall govern the conduct of the Leavenworth County/Northeast Kansas Fraternal Order of Police Lodge primary to the Constitution and By-laws adopted by this Lodge.

ARTICLE III MEMBERSHIP

Section 1. Any duly appointed law enforcement officer of the County of Leavenworth/Northeast Kansas, or of a political subdivision (municipality) therein, without another Fraternal Order of Police Lodge, shall be eligible for active membership in the Leavenworth County/Northeast Kansas Fraternal Order of Police, subject to the provisions of the Constitution and By-laws of the Order. No person shall be denied membership on account of race, creed, or sex.

This order shall deny membership to anyone who is, or has been, a member of any party which advocates the abolition or destruction of our Government, either by force or subversive means.

Section 2. The term "appointed law enforcement officer" shall include law enforcement officers heretofore and hereafter retired from active duty in the service of the County of Leavenworth/Northeast Kansas or any municipality within said county.

Section 3. There shall be three classes of membership: Active, Honorary, and Associate.

Active membership is open to all duly appointed law enforcement officers who reside or work within the County of Leavenworth/Northeast Kansas or municipality therein. Applications for active membership will be submitted to the members of the Order at the next regular meeting and a motion, second, and a simple majority vote will place the applicant's name on the ballot before the members at the next meeting. Voting will be by secret ballot and a two-thirds majority of the members must confirm the applicant. Any active member who resigns from active Police duty may continue affiliation with the Order as an Associate member.

Honorary membership shall be comprised of retired law enforcement officers who withdraw from Active membership after retirement or those persons elected by Active members for meritorious service to the Order or for their distinguished public service. The number of Honorary members shall be limited to six per year, excluding those retired from Active membership. Each Honorary membership, excluding those retired from Active membership, shall be in effect for one calendar year from the date of issue. A special election can be held to grant the Honorary membership to individuals for longer periods of time. Honorary membership shall entail no fees or dues nor convey any voice or vote in the Order's affairs. The nomination and election of honorary members shall take place on the regular business meeting in September of each year and the membership shall take effect on the first day of October, of that year and

shall expire on October first of the following year, excluding those Honorary memberships for retired Active members or other special cases. Honorary memberships must be confirmed by two-thirds majority vote of the Active members.

Associate membership is open to; non-commissioned, reserve, or part-time employees of those agencies represented by the Active membership; to any person of good moral character and whose personal, business, and professional associations are above reproach and who believes in the principals and objectives of this Order. Associate members will apply and have to pass the same requirements for membership as Active members but will have no vote in the Order's affairs.

Section 4. No person shall be simultaneously a member of more than one Lodge.

Section 5. Any active member who resigns of their own free will and not as a result of any act listed in Article VII, and in good standing, may rejoin the Lodge at any time. When the member rejoins the Lodge, the \$25 (twenty-five Dollars) initiation fee will be waived.

ARTICLE IV OFFICERS, ELECTIONS AND VOTING

Section 1. The officers of the Leavenworth County/Northeast Kansas Fraternal Order of Police shall consist of a President, Vice President, Secretary, Treasurer, Trustees, and a Sergeant at Arms and Second Vice President.

Section 2. The Board of Directors shall be composed of the President, Vice President, Secretary, Treasurer, and Trustees.

Section 3. Election of Officers shall be held at the November meeting. All elections shall be by ballot and by majority. The ballots shall be prepared by the Secretary and contain the following information:

- A. Heading
- B. Date of election
- C. Candidate's name and office
- D. Line for write-in candidate

Absentee ballots will be made available to any member who, due to work assignment, is unable to attend the elections.

Section 4. No candidate will be eligible for nomination to office who is in arrears in dues.

Section 5. All newly elected officers will assume their duties at the first meeting in January. Any elected officers not able to attend the January meeting due to work assignment will be installed at the next regular meeting. All officers will assume their duties for a period of one year or until the newly elected officer is installed.

***ARTICLE V
OFFICERS AND APPOINTEES-DUTIES***

Section 1. **PRESIDENT:** The President shall be the Chief Executive Officer of the Lodge and presides over all regular meetings and over the Board of Directors.

The President shall have general management of the business of the Lodge and sees that orders and resolutions passed by the membership are carried into effect.

The President shall execute any and all contracts that may be authorized by the membership.

The President shall have the power to appoint a majority of any committee, or committees, to inquire into any affair or matter affecting or concerning the Lodge.

The President shall call Special meetings when deemed necessary or upon petition of the majority of the membership.

The President shall convey to a successor all unfinished business of the Lodge.

Together with the Secretary, they shall attest to all warrants and vouchers for disbursement from any fund of the lodge, which do not relate to the administrative responsibilities of the Secretary.

The President shall, if desired, appoint a parliamentarian to interpret the By-laws, The Constitution and Robert's Rules of Order who will decide all points of law and order.

The President shall appoint officers pro-tem in case of absentees.

The President shall serve as the Alternate Delegates to the State Lodge and Delegate to the National Conference during his term in office.

The President shall serve as Trustee in the year following his or her term of office as President.

Section 2. **Vice President:** The Vice President shall assist the President in the performance of his duties.

In the absence of the President, the powers and duties of the office shall be exercised by the Vice President.

The Vice President shall be ex-officio member of all committees.

Section 3. **Secretary:** The Secretary shall have custody of books, records, documents, office paraphernalia and equipment under the general authority of the President and the Board of Directors.

The Secretary shall take, record, and transcribe minutes of all meetings and shall submit the same for approval or rejection at the next meeting succeeding meeting, as the case may be.

Together with the Treasurer, the Secretary shall attest to all expenditures on the treasury relating only to the administrative responsibility of the Secretary.

The Secretary shall read all reports, letters, bills, petitions, appeals, claims, and other communications that may be received by the Lodge or its officers. All correspondence of any nature to the Lodge shall be the Secretary's duly authorized responsibility.

The Secretary shall post all notices pertaining to the business or functions of the Lodge.

The Secretary shall attest to all duly authorized contracts of the Lodge.

The Secretary shall furnish the Treasurer with written report of all money collected from month to month, the same to be turned over to the Treasurer.

The Secretary shall meet with the Trustees, whenever they require, to audit the books and accounts and render such assistance as they may deem necessary.

The Secretary shall keep a book and record therein all amendments to the Constitution and By-Laws, said book to be known as the Amendments Book, which may be used as needed by committees or officers as reference for considering revisions.

Section 4. TREASURER: The Treasurer shall receive all dues and assessments of the Lodge and all other money belonging to the Lodge and give official receipt thereof.

The Treasurer shall pay all orders drawn on the Lodge signed by the President and Treasurer.

The Treasurer shall keep an accurate account of all monies received and expended, and credit each special account with such sums that accrue.

The Treasurer shall give to the Trustees a correct account of all monies in his or her possession, together with books, papers and receipts belonging to the office, and any time when ordered by the Lodge, shall deliver all monies, books and papers to the President, Secretary and Trustees.

The Treasurer shall assist incoming officers with the transfer of the necessary signatures on the accounts where the Lodge funds are held.

Section 5. SERGEANT AT ARMS: The Sergeant At Arms shall take up the password from the President, see that all present are entitled to remain, and report the same to the President.

The Sergeant At Arms shall guard the doors of the meeting room from intrusion and against unlawful entry by persons seeking admission to the Lodge.

Section 6. SECOND VICE-PRESIDENT: The Second Vice-President shall assist in all initiatory ceremonies and perform all other duties required of him by the ritual of the Lodge.

Section 7. TRUSTEES: The Trustees shall consist of the Past-Presidents over a period of three consecutive years. The most current Past-President (First Trustee) shall serve as the State Delegate with the current President as the Alternate. The other Trustees (Second and Third) will serve as alternates in the absence of another in an order of succession. If a Past-president declines the office of Trustee, the other Past-President shall move up to fill the vacancy and the vacant post will be filled by a vote of the Lodge membership.

The Trustees shall care and hold in trust all properties belonging to the Lodge.

The Trustees shall, at the request of the President or the Grand Lodge, give a full account of all monies received, expended, or invested and shall from time to time and at the end of their term in office, make a full report in writing to the Grand Lodge of all business transacted by them as a Trustee.

Section 8. CHAPLAIN: A Chaplain may be selected by the President at each meeting or ceremony as he deems appropriate or necessary in accordance with any ritual or other requirements of the Lodge membership.

Section 9. PARLIAMENTARIAN: The Parliamentarian shall be appointed by the president at the first meeting of each new year. The parliamentarian shall provide, to the Lodge, his opinion on matters concerning the By-Laws, Constitution, and the conduct of Lodge meetings and rules governing them. The Parliamentarian will also have other duties as assigned by the president.

ARTICLE VI

DUES AND FEES

Section 1. The dues and fees of the Lodge will be set on an annual basis at the January meeting by vote of the membership. The dues and fees of the Lodge will be reviewed at the first meeting in January. The monthly dues will be based on 1% of the base starting salary of the Leavenworth County Sheriff's Department Deputies and/or Detention Officers. The Initiation fee will be \$25 (twenty-five dollars). Any changes to dues and/or fees shall be approved by the membership by a simple majority vote. The vote will be conducted after the proposed changes have been published in the Lodge's Newsletter. All members in good standing will be eligible to vote; in person, via telephone to the Secretary, or by absentee ballot.

Section 2. Initiation fees will be due at the time of application for membership and will be returned if the applicant is rejected by the membership. The initiation fee can be waived upon re-application pursuant to Article III Section 5.

Section 3. Dues over thirty day in arrears will cause the member to lose his/her election and voting rights. Dues over ninety days in arrears will terminate their membership with the Lodge.

Any terminated member must re-apply for membership to the Lodge and submit any back dues and fees with the application.

***ARTICLE VII
REMOVAL OF OFFICERS AND MEMBERS***

SECTION 1. Any officer or member of the Lodge who commits an act of malfeasance or neglect, or who brings discredit upon the Lodge or to their profession shall be removed from office or membership. Such charges shall be filed with the Secretary and a notice of charges given to the Board of Directors. The Board shall give notice to the individual that charges have been filed and the issue will be taken up at the next regular meeting of the Lodge. A two-thirds majority vote of the membership present at the meeting will be required to remove the individual from the Lodge. The terms of the expulsion or suspension will be determined by motion according to the severity of the charges.

Section 2. Any officer missing three consecutive meetings shall be removed from office and replaced by a special election of the membership at the next regular meeting.

Section 3. Any member missing three consecutive meetings shall be assessed a five dollar fine and lose election and voting rights until such fine paid, upon attending the next regular meeting. Exceptions to this provision are: those members who are working in their capacity as a police officer; those members who are ill or on emergency leave; and any member who is on approved leave or vacation.

***ARTICLE VIII
REGULATION OF BUSINESS***

Section 1. A quorum shall not be less than three officers and five active members in good standing.

Section 2. In the absence of the President and Vice-President, the Secretary shall preside over the meetings.

Section 3. There shall be at least one meeting per month, the date, time and location determined at each previous business meeting.

***ARTICLE IX
CONSTITUTION AND BY-LAWS AMENDMENTS***

Section 1. Any amendments to the Constitution or By-laws may be made at any regular meeting. Any proposed amendment shall be submitted in writing and signed by the proponent(s) then published in the Newsletter to all active members for consideration. The amendments will be voted on at the next regular meeting and will require a two-thirds majority vote of the active members present or voting by absentee ballot, before being adopted.

***ARTICLE X
BENEFITS***

Section 1. Any benefits of services provided to the membership of the Lodge will extend to all, given their classification of membership. Active members may receive more or greater benefits or services than Associates, but all members in each classification shall receive such benefits or services equally.

***ARTICLE XI
DELEGATES TO THE STATE AND NATIONAL MEETINGS***

Section 1. In the event that the designated delegate and alternate delegates to the State Lodge and National Conferences cannot attend, such vacancy will be filled by an active member in good standing upon nomination and election of the Lodge membership.

Section 2. Following order of succession will apply to the position of State Delegates;

1. First Trustee
2. President
3. Vice President
4. Secretary
5. Treasurer
6. Sergeant at Arms & Second Vice-President
7. Second Trustee
8. Third Trustee
9. Elected Delegate

Section 3. The following order of succession will apply to the position of National Conference Delegate:

1. President
2. First Trustee
3. Second Trustee
4. Third Trustee
5. Vice President
6. Secretary
7. Treasurer
8. Sergeant at Arms & Second Vice President

***ARTICLE XII
LEGAL REVIEW BOARD***

Section 1. The Legal Review Board shall consist of five members: the Vice President, the Sergeant at Arms or Second Vice President, and three other Active members in good standing that are appointed by the President. The Board shall review all applications for legal and/or financial assistance, except in those cases where the Lodge is the defendant or petitioner. Upon completing their review, the Board shall submit, in writing, it's findings to the Executive Board

and the applicant.

Section 2. Criteria for the legal/financial assistance: the applicant must be an Active member in good standing: and must submit an application, in writing, to the Lodge Secretary which outlines the applicant's case and the type/amount of assistance requested. The applicant must agree to cooperate fully with the attorney assigned to the case and to reimburse the Lodge fully if and when a settlement is reached.

Section 3. Disbursement of the fees/assistance shall be from a separate legal account, except in those cases in which a two-thirds majority of the Active members vote to provide assistance from the General Fund. The Legal Account shall be comprised of 25% of all dues received from Active membership and any other monies directed to the Account by the membership. The money dispersed from the account shall be paid, in the form of a check, to the applicant's attorney/law firm.

Section 4. Funds in the Legal Account may be designated for other uses if approved by a 2/3 (two-thirds) majority vote of those members in good standing.