

CONSTITUTION AND BY-LAWS OF THE PARK CITY, KANSAS Lodge 57
Fraternal Order of Police

Preamble

We, the law enforcement officers of the Park City Police do hereby unite and represent the members thereof together for the following purposes: to support and defend the Constitution of the United States; and of the State of Kansas; to incubate 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 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 establish the confidence of the public in the service dedicated to the protection of life and property

All terms used herein to demonstrate gender shall be generic and, whenever appropriate, the singular shall include the plural and the plural shall include the singular.

Article 1 Name

Section 1: "This organization shall be known as the Park City Lodge of the Fraternal Order of Police, and shall consist of such members as are admitted and conform to the Grand and State Lodge Constitutions. By-Laws, rules regulations and Ritual.

Section 2: The right to authorize, control, and restrict the use of the name and insignia of the order shall lie exclusively with the Board of Directors of the Grand Lodge. By virtue of our affiliation with the Grand Lodge we have the right to use the name, insignia, emblem and mark, trademark or service mark of the Fraternal Order of Police in order to signify and denote our affiliation.

Article 2 Charter

Section 1: The Park City Lodge of the Fraternal Order of Police is an organization of qualified members of the Park City Kansas Police Department

Section 2: The Fraternal Order of Police is a fraternal organization composed of professional law enforcement personnel who have joined together for their common good. In no event shall the Fraternal Order of Police join or be controlled by any labor organization, it is provided, however, that this section shall not prohibit cooperative efforts with labor organizations for our common good.

Section 3: This Constitution shall be the fundamental law of the order, and together with the By-laws enacted in conformance therewith shall govern our conduct.

Article 3 Membership

Section I: Any regularly appointed or elected and full-time employed law enforcement officer of the City of Park City, Kansas shall be eligible for membership subject to the National Constitution. No person shall be denied membership on account of race, creed, color, sex, age or national origin.

The lodge shall deny membership to anyone who is, or has been, a member of the Communist Party, or of any party regardless of what name known, which advocates the abolition, destruction or violent overthrow of our government or any political subdivision

Section 2: There shall be three types of membership: active, retired and honorary -. Active membership: shall include regularly appointed or elected full time law enforcement and retired officers- Only active members shall have a voice and vote.

13. Retired membership' shall be comprised of retired members who withdraw from active membership upon or after their retirement from the agency C. Honorary membership: shall be comprised of individuals recognized by the grand lodge, state lodge or subordinate lodges for exceptional service or contribution to the nation, state, political subdivision, law enforcement community or the Fraternal Order of Police

Section 3: the lodge may remove or deny membership to anyone convicted of a felony in any court of the United States, or any state court, once all appeals have been exhausted

Article 4 Organization

Section I: The Park City Lodge Fraternal Order of Police shall consist of members who are admitted and who conform to the Constitution and such rules, regulations as may be adopted.

Section 2: The Park City lodge will have general membership meeting on the first Tuesday of each month. The members shall approve a Constitution and shall elect from their ranks the officers of the lodge.

Section 3: There shall be a Board of Directors which shall be comprised of four lodge officers: President, Vice President, Secretary/ Treasurer, and one Trustee

I The Board of Directors will meet as directed by the President, to advise the President in carrying out the administration and affairs of the lodge between general membership meetings.

Section 4: Delegates to the National Biennial and State Conferences will be elected in the manner and method prescribed by the provisions of the National and State Constitutions

Article 5 Officers

Section 1: The officers of the Park City Lodge shall consist of President, Vice President, Secretary, Treasurer and one Trustee- The term of office shall be for 1 Year

Section 2: Nominations, Election and Installation

- .1. To be eligible for office a member shall be in good standing and have attended at least six (6) of the regular meetings in the past twelve months
- B No member shall be nominated or be a candidate for election to more than one office at the same time.
 - C To be eligible for the office of President, the candidate shall have served at least one term on the Board of Directors.
 - D. Nominations will be conducted at the October membership meeting the election shall be conducted during November by a secret ballot. the election committee

shall conduct the election. The candidate receiving a plurality of the votes cast shall be ruled the winner.

- I. The officers-elect shall be installed at the November meeting as the last order of business. Any Past President may install the officers

Article 6 Board of Directors

Section I: The Board of Directors shall have and exercise all administrative powers of the lodge during the period between general meetings.

,Any lodge officer of the Board of Directors who resigns from active police Jun_ for am reason other than to retire on pension or otherwise becomes ineligible a, a member of the Fraternal Order of Police. shall automatically forfeit their office and membership on the hoard of directors

Ill the event of a vacancy In the office of President the Vice President hell immediately lilt the office for the remainder of the term. A vacancy in any other office shall be filled by a majority vote of the remaining members of the Hoard of Directors.

Section 2: The president shall call meetings of the Board of Directors. A majority of the Board of Directors can request a meeting, and such request shall be honored.

Article 7 President

Section 1: the president shall he the chief executive officer of the lodge. The President shall preside at all meetings T he President shall have general management of die business of the order and shall see that all orders and resolutions are carried into edict

Section 2: 1 he president:

Shall. execute any and all contracts

Shall he an ex-officio member of all committees

Shall have power, with advise and consent of the Board of Directors, to appoint a majority of all committees. He may inquire into any affair or matter affecting or concerning the order.

Shall, call meetings of the Board of Directors when he deems it necessary.

Shall at each monthly meeting submit a full and complete report of the business transacted by him since the last meeting.

Shall, convey to his successor all Unfinished business of the order.

Shall. with the treasurer attest all warrants or vouchers for disbursements from am land of the lodge

Article S Immediate Past President

Section I: The Immediate past president shall advise and assist the President and the Board of Directors in the performance of their respective duties and shall execute **such** assignments as may be ordered by them.

Section 2: The immediate past President shall be the most recent to have been elected President by the mernbership, served at least one complete term and not removed from office

Article Y Vice President

Section I: the Vice President shall preside at all meetings in the absence of the President and shall otherwise generally perform the duties of the President during his absence.

the Vice President shall also perform such duties as shall be ordered by the Board of Directors. With the advise and consent of the Board of Directors, the Vice President shall appoint the minority of all committees.

Article 10

Section 1: The secretary, Treasurer, Second Vice President, Sergeant at Arms and Chaplain shall each perform the duties prescribed for their respective office by the Bylaw, hereof:

Article I I Board of Trustees

Section The trustees shall constitute a group known as the Board Of Trustees. They shall elect from their own number by voice vote, show of hand or secret ballot one member to be known as Chairman of the Board of Trustees

Article 12 Legal Counsel

Article I: Legal counsel may be obtained by the President, on advice of the Board of Directors to handle any litigation in which the lodge may become involved

Article 13 Discipline

The lodge recognizes the process contained in the Grand Lodge Constitution and By-laws 1 Please read the National Constitution on this matter and adopt a set of rules

Article 14 Associate Lodge

Section 1: the fraternal Order of Police reorganizes, acknowledges, and validates Associate members they shall be known as Fraternal Order of Police Associates and may function as an Associates Lodge Such associates shall be subject to the control and supervision of this lodge with which they are affiliated. They may adopt a constitution and By-laws subject to the approval of this lodge.

Article 15 Auxiliaries

Section 1: the Fraternal Order of Police recognizes acknowledges and validates the Auxiliaries Such Auxiliary shall be subject to control and supervision of the lodge. They shall conform to and be governed by a Constitution and By-laws that they shall adopt and which at all times shall be subject to approval by the Board of Directors of the lodge.

Article 16 Amendments

Section 1: Any 2 member(s) may propose an amendment to this Constitution. Such a proposal shall be in written form, stating the reasons for the amendment; and be attested by the member(s) signatures.

Section 2: Proposed amendments to this constitution shall be submitted in writing at least sixty (60) days prior to the vote. The Secretary shall read the proposed amendment at two consecutive

general meetings. A copy of such proposed amendments shall be published in the monthly minutes. Upon adoption by two-thirds vote of those voting members, the proposed amendment shall become part of this Constitution.

Section 3: The Secretary, upon receipt of a proposed amendment, shall immediately give the material to the Constitution and By-laws Committee. They shall review the proposal for forth, grammar, language and placement in the Constitution. They shall review the material to assure that it is not in conflict with the State and National Constitution and By-laws.

Article 17 Parliamentary Procedure

Section 1: Except as provided in the Constitution and By-laws, the latest edition of "Robens Rules of Order Revised" shall govern the conduct and deliberations of all meetings of the order.

Article 18 Dues and Assessments

Article 1: Membership dues will be \$12.50 bi-monthly. (\$25.00 monthly)

BY-LAWS

Article 1 Membership

Section 1: "Member in good standing is":

- A. Hereby defined to be a member who has paid all dues and assessments due and payable, or who is not more than thirty (30) days in arrears of such payments as of the date of specified for the payment thereof.
- B. Not Suspended. A Member may be suspended for good cause and with due process. A member who is in the act of appealing a suspension is a member in good standing.

Section 2: Any member in good standing for a period of one (1) year or more immediately preceding the holding of any election and who has met all other requirements shall be eligible for election to office, including the office of delegate; and any member not so qualified shall be ineligible for election to any such offices. This provision is to be effective the first Tuesday of November, 2004.

Section 3: Any member in arrears of payment of dues and assessments more than thirty-one (31) days and less than ninety (90) days shall be deemed to be delinquent and not in good standing.

Section 4: Any member in arrears of payment of dues and assessments more than ninety-one (91) days and less than six (6) months shall be hereby automatically suspended.

Section 5: Any member delinquent or suspended because of dues may be reinstated and restored to good standing by payment of all amounts due, and, in addition thereto, the payment of dues for the whole of the current year which such reinstatement is made.

Section 6: Any member who is delinquent, or who has been suspended by a subordinate lodge for any reason, shall not be eligible for membership in any other subordinate lodge until suspension has been lifted.

Section 7: Any officer or member of the Fraternal Order of Police who violates this section by giving the membership mailing list to anyone, or who uses the membership list for any purpose

other than official lodge business, shall be ordered to stand trial. If found guilty of such violation, he shall be suspended from the Fraternal Order of Police for a period of not less than one (1) year.

Article 2 Secretary

Section 1: The Secretary shall have custody of the books, records, document, the seal of the lodge, office paraphernalia and equipment. The Secretary is under the general authority and orders of the President and the Board of Directors.

Section 2: The Secretary:

Shall record and transcribe minutes of all meetings and shall submit the same for approval, modification or rejection at the next succeeding meeting.

Shall, conduct general correspondence of the lodge.

Shall, attest, under the seal of the order, all duly authorized contracts of the order. Shall, be the official custodian of the Constitution and By-Laws of the order, which shall be authenticated by the seal of the order and the signatures of the President and Secretary. He shall keep a record of official amendments adopted, amending the Constitution and By-Laws.

Shall, furnish a surety bond for the faithful performance of duty in such amount as shall be specified by the Board of Directors.

Shall record all incoming monies and then forward said monies to the Treasurer for deposit in the proper accounts of the order.

Shall, within thirty (30) days of leaving office, deliver to the successor the official seal of the order and all books, documents, records, paraphernalia and equipment in his possession, and shall require and receive a receipt.

Shall, be allowed \$ 0 in cash for the purpose of paying emergency current expenses.

Section 2: The secretary shall not release the mailing list of names and addresses of members to anyone unless it shall have been with the consent of the Board of Directors.

Article 3 Treasurer

lodge.

Section 1: The Treasurer shall be the custodian if all of the funds of the

Section 2: The Treasurer:

Shall, sign all checks duly authorized by the president, for disbursement of funds.

Shall, keep an itemized record of all receipts and disbursements. Shall, deposit all funds collected in a bank approved by the Board of Directors except that he may not retain in his office a contingency fund.

Shall, furnish a surety bond in the amount specified by the Board of Directors.

Shall, set up special accounts for special funds and allocate to each, respectively, the amount allocated or collected therefore.

Shall, perform such duties as are usual and incident to the office.

Shall, make quarterly reports to the Board of Directors on the condition of funds.

At the expiration of the term of office and within thirty (30) days thereafter, the Treasurer shall deliver to his successor all monies, record books-, documents and equipment in his possession and shall require and receive a receipt. In the absence of the Treasurer, the Secretary and /or President may sign checks.

Article 4 Second Vice President

Section 1: The Second Vice President shall examine dues cards of officers and members, ascertaining that all those present at meetings are in good standing, take up the password and make a report to the President. He shall perform such duties as the President may require.

Article 5 Sergeant at Arms

Section 1: The Sergeant at Arms shall have charge and control of the conference hall or meeting place. Permitting only qualified persons to enter or remain and shall execute such duties as the President may order.

Article 6 Chaplain

Section 1: It is the responsibility of the Chaplain to open and close each meeting with a prayer.

Section 2: It is the duty of the Chaplain to inform the lodge of any member that is sick or in distress. It is his duty to attend and assist at funerals according to Ritual and direction of the lodge.

Article 7 Board of Trustees

Section 1: The Board of Trustees shall have charge and be responsible for all of the property of the order. The Board of Trustees shall:

1. Take charge of all the physical property of the order.
2. Make a complete and itemized inventory.
 3. Within thirty (30) days after an election file with the Board of Directors a copy of the inventory.
- d. Recommend to the Board of Directors the amount of bond required of the President, Secretary and the Treasurer for the faithful performance of their duties.
5. Conduct an audit annually of all funds and financial books and records of the order and make report thereon to the Board of Directors
 6. Ascertain that all monies received have been allocated to the credit of the proper funds and so deposited in the name and to the credit of the order.
 7. Make full and complete report to the members of all business transacted since the last meeting.

Article 8 Reports

Section I: Reports of lodge officers and chairmen of all standing committees shall be submitted in writing to the Secretary.

Article Y Committees Section I: There shall be the following standing committees

- :\. The Constitution and By-Laws committee which will review all proposed amendments to the Constitution and By-Laws for torn, grammar, language and placement. They shall also review the material to assure that they are not in conflict with the State and National Constitutions and By-Laws.
- 13. Elections Committee which will hold the elections, will consist of 1 members who are not candidates for office.
- C. The type and number of committees depends on the size and activities of a lodge Some lodges have legislative, financial assistance, legal aid, fund raising, lodge hall et. It is best that each have an odd number of members special committees can be appointed on an as needed basis.)

Article 10 Official Order of Business

- I. Role call of officers
- .. Reading of the minutes of previous meeting
- . Acceptance of new application, for membership
- 4 Report of lodge officers
- 5. Reports of committees 6. Bills
- 7 Communications
- 8. . Reports of members sick or in distress
- 9. Initiation of new members
- 10. Unfinished business
- 11. New business
- 12. Good of the order
- 13. Nomination / election of officers 14. Installation of officers
- 15. Adjournment

Article 11 Expenses and Compensation

Section 1: Travel by lodge officers or members performing the duties of, or service for, the lodge by the orders of the membership or Board of Directors shall receive compensation at the rate prescribed by the membership or Board of Directors.

Section 2: Upon finishing, in duplicate to the secretary or treasurer a detailed itemized statement of their expenses incurred and paid by the officer or member in the performance of such duties or services shall be reimbursed by the lodge.

Section 3: "f he president, for the good of the order, may spend up to, but not more than, 0 without prior approval at a meeting or from the Board of Director. However, this expenditure must be made at the next general meeting.

Article 12

Section 1: The fiscal year of the lodge shall be from January I through December 3 | Of each year. The Board of Directors may order a complete audit of funds and properties through a certified public accountant.

Section 2: The President shall present a budget to the Board of Directors bases on the income Of the previous year. The budget shall be approved by the Board of Directors.

Article 13 Amendments to the By-Laws

Section 1: Any member of the Board of Directors may propose an amendment to these By-Laws. The proposal shall be in writing at least thirty days prior to the vote and shall be attested to by the member's signature. The proposal shall be read at two consecutive Board meetings and shall be made a pan of these By-Laws if approved by two-thirds vote of the voting members Of the Board of Directors.

Section 2: A. A majority vote of the membership voting may add, modify or remove any By-Law.

C. Any 2 lodge member(s) may propose an amendment to By-Laws. The proposal shall be written form and attested by their signature(s) and given to the Secretary at least thirty days prior to the vote on the proposal. The proposal shall be read at two consecutive general meetings and made part of these By-Laws if approved by a majority vote of voting members.

Section 3: All proposed amendments to the By-Laws will be given to the Constitution and By-Laws Committee for their review when they are presented to the Secretary.

Lodge Secretary Date 12-02-2003

Lodge President

Membership

Section I. The membership of the Lodge shall consist of active, lifetime, and associate members. No one shall be excluded from membership in the lodge on the basis of race, creed, religion, or sex.

Section 2. There shall be three classes of membership. Active, Lifetime, and Associate.

A. Active Membership

This shall be comprised of full time paid law enforcement officers who hold the rank of Lieutenant, Sergeant, Corporal (Detective), or Patrol Officer, of the Park City Police Department. Only active members will possess voting and office holding privileges. Those persons who are not full time paid law enforcement officers, but are employed fulltime as a civilian member of the Park City Police Department shall be afforded active membership of the Park City Lodge #57. The lodge president may appoint one person, as a representative, to serve as their representative on the Executive Board of Park City Lodge #57 and will be permitted voting privileges with respect to the matters associated to their specific job(s). The appointment of this representative shall occur during the course of scheduled elections of the Lodge.

Park City Lodge #57 shall deny membership to anyone who is, or has been, a member of the Communist Party, or of any party regardless of what name known which advocates the abolition or destruction of our Government, either by force or subversive means.

b. Lifetime Membership

This shall be comprised of the following:

1) Active members who retire from the Park City Police Department and who have been an active member of Lodge #57 for a period of 5 consecutive years leading up to the date of retirement shall be granted a lifetime honorary membership and will not be subjected to any lodge dues. Lifetime members may donate money to the lodge for the betterment of the lodge.

2) Active members who receive a medical retirement and at the time of this retirement is a member in good standing shall be granted a lifetime membership. These members will not be subject to dues either.

3) All Lifetime members may have a voice and vote in the matters of the lodge with the exception of labor related matters (e.g., contract negotiations, etc). No lifetime member may be elected as an officer of the Lodge; however, they may serve on committees (with the exception of the negotiations Committee).

Any member who retires and at the time of retirement is a member of the Executive Board may fulfill that term, but may not seek re-election. If the member is retired and is a State or National officer that member may continue to serve on the Executive Board until that particular term in office has expired and is not re-elected to the same position or elected to another State or National office.

c. Associate Membership

This shall consist of worthy persons who may not be eligible as Active members, but who desire to be members of lodge #57 to assist in forwarding the aims and goals of law enforcement. It is lodge examples but not limited to Park City Reserve Police Officer Park City Police (Officers who hold the rank of Captain or higher, on the Park City Police Department. Past Retired Park City Police Officer of any rank. other fulltime or reserve law enforcement officers from other departments. Membership acceptance will be contingent upon nomination by all active members and a three fourths majority vote of those members with voting privileges present at a regular meeting where the membership application is presented. Any person eligible for Active membership will not be eligible for Associate Membership.

.. The Lifetime honorary membership shall be comprised of such worthy persons recognized by Lodge #57 on exceptional service of contribution to Lodge #57 or III, law enforcement community

Section Any member who after six (6) years of service resigns from active may retain an Associate Membership as long as she remains in good standing

Section Active members who are dismissed from the police service for cause or on charges which are sustained in a court of law, or who do not appeal the decision of the dismissing authority, automatically forfeits their membership in the Order and shall no longer participate in any right, privilege benefit or other activity of the lodge

shall have members in the amount established by the membership Exempted from paying dues will be Lifetime members.

Active Members will pay dues by regular payroll deduction.

Associate Members will pay dues in full at the beginning of the year in which they are due, or semi-annual at the beginning of May, and November Annual dues for Associate members will be \$50 dollars unless changed by a majority vote of the Executive Board.

Honorary members do not pay dues