

MISSOURI
FIRE CHIEFS
CONSTITUTION



[October, 2003]
February, 2006

- NOTES -

SUGGESTED CHANGES SHALL BE **BOLD** AND IN *ITALICS*.

ANYTHING TO BE REMOVED SHALL BE IN [BRACKETS]

**MISSOURI
FIRE CHIEFS
CONSTITUTION**

**ARTICLE I
GENERAL PROVISIONS**

SECTION I NAME

The organization shall be known as the Missouri Fire Chiefs.

SECTION II PURPOSE AND OBJECTIVE

The purpose and objective of this organization is to join together Chief Fire Officers of the State of Missouri in the interest of protecting life and property from fire and to promote improved emergency services in other areas.

SECTION III FISCAL YEAR

The fiscal year of the organization shall be the calendar year, extending from the first day of January to the 31st day of December.

**ARTICLE II
MEMBERSHIP**

SECTION I TYPES OF MEMBERSHIPS

The membership of this organization shall consist of Active, Associate, Honorary and Sustaining members as defined in the constitution.

SECTION II ACTIVE MEMBERS

All Chief Officers, including Fire Chiefs, Deputy Fire Chiefs, Assistant Fire Chiefs, Battalion Fire Chiefs and District Fire Chiefs of recognized Fire Departments and Fire Brigades in the State of Missouri, including up to four (4) full-time employees of both the Missouri Division of Fire Safety and the Missouri Fire Rescue Institute.

SECTION III ASSOCIATE MEMBERS

Fire Commissioners, Fire District Directors or other policy-making individuals associated with Missouri Fire Departments may retain Associate member status.

SECTION IV HONORARY MEMBERS

The Board of Directors may recommend individuals who have rendered outstanding service to the Association for honorary membership. The membership shall be granted by a majority vote at an annual meeting. All past active members of this Association may retain honorary memberships.

SECTION V SUSTAINING MEMBERS

Any private entity member with business interests concerning fire service matters shall be considered sustaining members.

SECTION VI DUES

Annual dues for Active and Associate members shall be \$50.00 per year. Payment shall be due on January 1st of each year. Dues paid by a new member after October 1st of any year will apply to the remainder of that year and the entire following year.

Fire Departments may elect to pay \$150.00 per year for all chief officer positions (personnel) on their departments who qualify for Active or Associate membership. This will entitle them to a maximum of four (4) voting members at the annual Association meeting. Departments that are 100% volunteer may elect to pay a dues of 10.00 per year with the allowance of (1) voting member under the Active or Associate membership.

All Honorary members shall be exempt from payment of dues.

Sustaining members' dues shall be \$50.00 per year.

ARTICLE III **OFFICERS**

SECTION I OFFICERS [AND BOARD DIRECTORS]

The officers of this organization shall consist of a President, Vice-President, Secretary, Treasurer, the nine (9) Directors, and the State Vice President of the Missouri Valley Division of the IAFC. All officers and directors shall be Active members of the Association during their Term of Office.

SECTION II ELECTIONS

The President and *Vice-President* [Treasurer] shall be elected for two (2) year terms in even-numbered years. The *Treasurer* [Vice-President] and Secretary shall be elected for two (2) year terms in odd-numbered years. The [Board of] Directors [members] shall be elected for three (3) year terms with three (3) Directors elected each year. All Officers and Directors shall be elected by majority vote by ballot at any general meeting [/conference] of the membership.

SECTION III PRESIDENT

It shall be the duty of the President to preside at all meetings of the Association and the Board of Directors. [He] *The President* shall appoint all committees and perform other such duties as may be directed by the Association at the annual meeting, or by the Board of Directors.

SECTION IV VICE-PRESIDENT

The Vice-President shall serve as Acting President in the absence or inability of the President to perform all duties of that office. [He] *The Vice-President* shall continue to serve in the capacity of President until the next Board of Directors meeting or annual meeting, whichever comes first.

SECTION V SECRETARY

The Secretary shall have the duty of recording all minutes of meetings of the Association and of the Board of Directors.

The Secretary shall also be the official interpreter of the Association by-laws and have a copy of the by-laws with [him] *them* at all times.

The Secretary shall be the keeper of all permanent records of the Association, including historical records.

SECTION VI TREASURER

The Treasurer shall collect all monies due the Association from all sources and shall maintain custody of all the financial assets of the Association.

All monies belonging to the Association shall be deposited by the Treasurer in a chartered bank under the name of the Missouri Fire Chief's.

The Treasurer shall keep a true and accurate record of all transactions, and shall disburse funds upon proper authorization by the Board of Directors.

The Treasurer shall be bonded in the amount determined to be appropriate by the Board of Directors.

The Treasurer shall maintain a current membership roster. At the end of each year, said roster shall be turned over to the Secretary.

The Treasurer shall be reimbursed for expenses as determined by the Board of Directors.

SECTION VII BOARD OF DIRECTORS

The Board of Directors shall consist of the President, Vice-President, Secretary, Treasurer, the immediate Past President, and *the* nine (9) elected Board of Directors.

The nine (9) elected Board of Directors shall reside in the area they represent. There shall be one (1) Board member elected from each area of the state. The areas will coincide with the nine (9) Highway Patrol Troop areas. Each "Area" Board Members shall be elected every third year; Area 1: (A,B,C), Area 2: (D,E,F), Area 3: (G,H,I).

The Board of Directors shall meet as called by the President or upon request of the majority of the Board of Directors. It shall be the duty of the Board of Directors to transact all business of the Association not otherwise provided for in this constitution between the annual meetings.

The Board President shall have the authority to appoint member(s) to vacant positions until the next general meeting of the membership. *The President, with the approval of the Board of Directors, has the authority to expend funds for personnel or contracts for service that are deemed necessary for efficient and effective operations of the Missouri Association of Fire Chiefs.*

Each officer and board members shall have the authority to incur up to \$250.00 in expenses without a vote of the Board. The Treasurer is authorized to pay invoices as necessary to accomplish the business of the Association.

ARTICLE IV
COMMITTEE

SECTION I ESTABLISHMENT

The President of the Association or the Board of Directors shall establish any committee as is necessary in accordance with the purpose and objective of the Association.

SECTION II MEMBERS

Committee chairmen shall be Active members who are appointed by the President and approved by the Board of Directors. The President may appoint Active, Associate, Honorary or Sustaining members as members of any committee

ARTICLE V
ANNUAL MEETING

SECTION I ORGANIZING

The Board of Directors shall arrange and organize for an annual meeting during each fiscal year. The Board of Directors, in cooperation with any host departments and committees, shall arrange for the location and the program for the Association.

SECTION II VOTING

Every Active member in attendance shall have one (1) vote on all issues and each motion and election shall be determined by a majority vote of those in attendance and voting except as otherwise provided in this constitution. Associate, Honorary and Sustaining members shall have no vote at the annual meeting.

Any member who wishes to have the association expend funds in excess of \$1500.00 shall provide to a member of the Board of Directors such expenditure with the reasons why it is necessary. This shall be done 60 days prior to the annual meeting.

SECTION III REGISTRATION

The Board of Directors shall set a registration fee for each annual meeting payable by all those attending except guests as designated by the Board of Directors.

ARTICLE VI
AMENDMENTS

SECTION I PROVISIONS FOR AMENDMENTS

The Association shall amend this constitution at any annual meeting. In order to alter, amend or revise the constitution, provided that notice of such proposed change shall have been forwarded to the Secretary of the Association within sixty

(60) days in advance of the annual meeting, the Secretary shall insure that each member shall have at least thirty (30) days written notice prior to the opening of the annual meeting. A two-thirds (2/3) vote of those in attendance and voting shall be required for the adoption of any amendment, alteration or revision to the constitution.