Meeting Notice:

Time: 3:30pm
Date: Thursday, February 2nd
Location: NB Police Department / Municipal Meeting Center (MMC)
37885 Green St.

Dinner Sponsor: Donation Request

Agenda:

I. Call to order
II. Pledge
III. Prayer (Department Chaplain)
IV. Consent Agenda
   a. Minutes approval
   b. Treasures financial report
V. Election of Officers
   a. President
   b. Vice President
   c. Treasurer
   d. Secretary
   e. Sergeant at Arms
VI. Open forum
VII. Adjournment

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ARTICLE IV
MEMBERSHIP VOTING RIGHTS

SECTION 1  Voting Rights of Regular Members of NBPOA:

(A) Regular Members of NBPOA “in good standing” (as used and described in ARTICLE III) shall have the right to vote on all matters, questions, issues and concerns placed or brought before the Membership of NBPOA for a vote or decision, unless prohibited from doing so by this Constitution and Bylaws of New Baltimore Police Officers Association or by applicable Michigan laws and statutes. Only Regular Members of NBPOA shall have the right and shall be permitted to vote on or for the adoption of and/or the amendment of the Constitution and Bylaws of New Baltimore Police Officers Association. Only Regular Members of NBPOA shall have the right and shall be permitted to make nominations for and vote for the election of President, Vice-President and Sergeant at Arms of NBPOA. Only Regular Members of NBPOA shall have the right and shall be permitted to vote on finding and determining whether or not a Regular Member is “in good standing” (as used and described in ARTICLE III) and whether or not a Regular Member who is found and determined to not be “in good standing” (as used and described in ARTICLE III) should, as a result thereof, lose his or her Membership in NBPOA.

(B) Voting Rights of Associate Members of NBPOA:

Associate Members of NBPOA “in good standing” (as used and described in ARTICLE III) shall have the right to vote on all matters, questions, issues and concerns placed or brought before the Membership of NBPOA for a vote or decision, which such matters, questions, issues and concerns are not specifically reserved in this ARTICLE IV (or any other provision(s) of this Constitution and Bylaws of New Baltimore Police Officers Association) exclusively for a vote or decision by the Regular Members of NBPOA.

(C) Voting Determination / Decision by Simple Majority Vote:

Any matter, question, issue or concern placed or brought before the Membership of NBPOA for a vote or decision at a Meeting of the Membership of NBPOA shall be decided and determined by a simple majority vote of Members of NBPOA present, eligible to vote and voting on the matter, question, issue or concern at said Meeting.

ARTICLE VII
ADMINISTRATION, OFFICERS AND EXECUTIVE BOARD OF NBPOA

SECTION 1  Administration of NBPOA:
(A) The business, affairs and operations of NBPOA shall be administered by an Executive Board consisting of five (5) Officers elected by and from the Membership of NBPOA who are eligible to vote for said Officers.

(B) The Executive Board of NBPOA shall consist of the following five (5) elected Officers, to wit:

- President
- Vice-President
- Secretary
- Treasurer
- Sergeant at Arms

-5-

(1) Only a Regular Member of NBPOA shall be eligible to hold the Executive Board Office of President.

(2) Only a Regular Member of NBPOA shall be eligible to hold the Executive Board Office of Vice-President.

(3) Regular Members and Associate Members of NBPOA shall be eligible to hold the Executive Board Offices of Secretary and Treasurer.

(4) Only a Regular Member of NBPOA shall be eligible to hold the Executive Board Office of Sergeant at Arms.

(5) No Member of NBPOA shall hold two Executive Board Offices at the same time.

(C) The Members of the Executive Board of NBPOA shall perform and fulfill their respective duties, obligations and responsibilities as detailed, directed and set forth in ARTICLE VIII of this Constitution and Bylaws of New Baltimore Police Officers Association.

(D) The Executive Board of NBPOA shall be responsible for preparing and adopting an Annual Budget, determining how and where to invest the money and assets of NBPOA, proposing and/or recommending Amendments of/to the Constitution and Bylaws of New Baltimore Police Officers Association, recommending to the Membership of NBPOA and/or selecting worthy causes for NBPOA to support, determining Membership status of the Members of NBPOA (unless otherwise herein provided) and administering the business, affairs and operations of NBPOA. The Executive Board of NBPOA shall be permitted to approve, authorize and make individual expenditures of NBPOA funds in an amount not to exceed $500.00 for any one item, matter, cause or expenditure directly related to the purpose and objective of NBPOA without first seeking and obtaining the consent and approval of the Membership of NBPOA. The Executive Board of NBPOA may create and establish such Special Committees as the Executive Board shall determine to be reasonable and proper to advise the Executive Board and/or the Membership of NBPOA and/or to assist the Executive Board and/or the Membership of NBPOA in carrying out and fulfilling its/their duties and responsibilities. Each Member of the Executive Board of NBPOA shall have the right and
duty to vote on all matters coming before the Executive Board of NBPOA unless otherwise prohibited from doing so by this Constitution and Bylaws of New Baltimore Police Officers Association or by applicable Michigan laws or statutes.

(E) It shall be considered a duty of all Members of the Executive Board of NBPOA to attend the Meetings of the Executive Board of NBPOA. A Member of the Executive Board of NBPOA shall be permitted to have one (1) unexcused absence in a calendar year. A Member of the Executive Board of NBPOA having two (2) or more unexcused absences in a calendar year is subject to the loss of his or her Office as shall be determined by a simple majority vote of the other Members of the Executive Board of NBPOA.

SECTION 2 Nomination and Election of Officers, Voting by Secret Ballot, Assumption of Duties, Filling of Vacancies:

(A) All Officers comprising and serving on the Executive Board of NBPOA shall be elected annually each January at the January Meeting of the Membership of NBPOA. If, for whatever reason, no January Meeting of the membership of NBPOA is held, the said Officers shall be elected at the next Regular Meeting or Special Meeting of the Membership of NBPOA.

(B) Nominations for all Offices of the Executive Board of NBPOA shall be made from the floor at the January Meeting (or at a subsequent Regular Meeting or Special Meeting if necessary and as provided in ARTICLE VIII, SECTION 2(A) above) by Members of NBPOA attending the Meeting. Only Members eligible to hold a particular Office shall be permitted to make a nomination for said Office or to “second” a nomination for said Office. Only Members (candidates) receiving a nomination to an Office with a “second” to said nomination may be voted upon and elected to said Office.

(C) The Election of all Officers shall be by written Secret Ballot. Only Members of NBPOA “eligible” to vote for an Office (as provided and limited by this Constitution and Bylaws of New Baltimore Police Officers Association) shall be permitted to vote for a Member (candidate) running for said Office. Each Officer for the Executive Board of NBPOA shall be elected by a simple majority vote of the eligible Members present and voting to fill the particular Office. A Member (candidate) running for an Office shall be permitted to vote for himself or herself. In the event of a tie vote, the winner of the Office shall be determined by a “heads or tails” coin flip.

(D) The Officers shall be elected separately in the order named and listed in ARTICLE VII, SECTION 1(B) of this Constitution and Bylaws of New Baltimore Police Officers Association.

(E) All Officers shall be elected for a term of one (1) year and shall assume the duties of the Office to which they have been elected on the first day of the month of February or on the first day of the month following their election, whichever date is later in time.

(F) No Officer shall be “term limited” under this Constitution and Bylaws of New Baltimore Police Officers Association and may be nominated for, run for and be
elected to his or her Office on the Executive Board of NBPOA for an unlimited number of times.

(G) No Officer shall hold more than one Office of the Executive Board of NBPOA at the same time.

(H) Vacancies in an Office of the Executive Board of NBPOA occurring as a result of death, resignation, suspension, removal or otherwise shall be filled by a majority vote of the remaining Officers of the Executive Board of NBPOA. The Member selected to fill a vacancy in an Office pursuant to this subsection shall hold said Office and serve in said Office for the unexpired term of the Office for which he or she has been selected.

ARTICLE VIII
OFFICERS AND THEIR DUTIES AND RESPONSIBILITIES

SECTION 1 The President of NBPOA:

(A) The President shall be the Chief Executive Officer of NBPOA.

(B) The President (and in his or her absence, the Vice-President) shall preside at and act as Chairperson at all Meetings of the Executive Board of NBPOA and at all Regular Meetings and all Special Meetings of the Membership of NBPOA. The President may appoint Regular Members and/or Associate Members to serve on Special Committees, including a Finance Committee, Programs Committee, Constitution and Bylaws Committee, Events Committee and such other Special Committees as the Executive Board of NBPOA may from time to time create and establish.

(C) The President shall ensure the due observation of and adherence to the Constitution and Bylaws of New Baltimore Police Officers Association and all other Rules and Regulations of NBPOA.

(D) The President shall not be permitted to make any Motions while he or she is chairing an Executive Board Meeting or a Meeting of the Membership of NBPOA, however, the President shall be permitted to comment upon and take part in the debate of/on any Motion made at any Executive Board Meeting or at any Meeting of the Membership of NBPOA and shall be permitted to vote on Motions as herein provided in this Constitution and Bylaws of New Baltimore Police Officers Association.

(E) The President shall announce the results of all voting by the Executive Board and the results of all voting by the Membership of NBPOA.

(F) Unless precluded or prohibited by law, the President shall be permitted to vote on any Motion, issue, question, matter or concern coming before the Executive Board of NBPOA at any Meeting of the Executive Board of NBPOA or coming before the
Membership of NBPOA at any Meeting of the Membership of NBPOA, however, the President shall not be required to vote on any such Motion, issue, question, matter or concern but may do so at his or her discretion. When exercising his or her right to vote on any Motion, issue, question, matter or concern, the President shall be the last to cast his or her vote.

-8-

(G) The President shall keep the other Members of the Executive Board and the Membership of NBPOA reasonably informed concerning the business, affairs, operations, programs and events of NBPOA and concerning any issues, concerns or problems confronting or affecting NBPOA.

(H) The President shall be permitted to make individual expenditures of NBPOA funds in an amount not to exceed $100.00 for any one item, matter, cause or expenditure directly related to the purpose and objective of NBPOA without first seeking and obtaining the consent and approval of the Membership of NBPOA.

SECTION 2  The Vice-President of NBPOA:

The Vice-President, in the “absence” of the President, shall assume and perform the duties and responsibilities of the President until such time as the President returns and is present and available to perform his or her duties as President. In the event, however, that the President shall die, resign, be removed or otherwise be unable to continue to act and serve as President, the Vice-President shall assume and perform the duties and responsibilities of President until such time as the vacancy in the Office of President has been filed by the remaining Members of the Executive Board of NBPOA.

SECTION 3  The Secretary of NBPOA:

The Secretary shall keep and maintain the records of NBPOA and the roster of the Membership of NBPOA. The Secretary shall keep and maintain records of all business carried out, transacted and performed by NBPOA, including the minutes of all Meetings of the Executive Board of NBPOA and all Meetings of the Membership of NBPOA. The Secretary shall accurately record all Motions and Votes made at and read Reports and Resolutions at the Meetings of the Executive Board of NBPOA and at the Meetings of the Membership of NBPOA. The Secretary shall be responsible for receiving, handling and carrying on all necessary correspondence for and on behalf of NBPOA. The Secretary shall receive all monies, funds, gifts and donations due to and/or made to and/or paid to NBPOA, shall keep an accurate and detailed record thereof and shall faithfully, safely and timely transmit all such money, gifts and donations to the Treasurer of NBPOA, taking his or her written Receipt therefor from the Treasurer of NBPOA.

SECTION 4  The Treasurer of NBPOA:

The Treasurer shall be responsible for the safe-keeping of the property and assets of NBPOA. The Treasurer shall have custody of and shall fully and accurately account for all receipts of money, funds, assets and property of NBPOA and for all
disbursements and expenditures made by NBPOA. The Treasurer shall give and provide to the Secretary of NBPOA a written Receipt for all monies, funds, assets and property of NBPOA that are, at any time, turned over by the Secretary of NBPOA to the Treasurer of NBPOA. The Treasurer shall deposit all monies and funds turned over to the Treasurer or otherwise received by the Treasurer into a federally insured banking institution or federally insured financial institution approved by the Executive Board of NBPOA. The Treasurer shall be responsible for making and effectuating appropriate payments of all expenses and expenditures approved by the Executive Board of NBPOA and/or the Membership of NBPOA in accordance with the limitations set forth in this Constitution and Bylaws of New Baltimore Police Officers Association. The Treasurer shall regularly prepare Financial Reports detailing all receipts and disbursements made during the preceding “accounting period” and the Treasurer shall read and present the most recent Financial Report at each Meeting of the Membership of NBPOA. The “accounting period” (as used herein) shall consist of and shall cover and include that period of time from and after the preceding Meeting of the Membership of NBPOA up to next following Meeting of the Membership of NBPOA. The Treasurer shall have copies of his or her Financial Report available at the Meeting of the Membership of NBPOA at which such Financial Report is read and presented for distribution to or review by any Member of NBPOA that requests a copy of same or that requests the opportunity to review same. The Financial Records of NBPOA, including all Financial Reports prepared by the Treasurer, shall be available for inspection at reasonable times by any Member of NBPOA.

SECTION 5 Sergeant at Arms of NBPOA:

The Sergeant at Arms shall be charged with the responsibility of keeping and maintaining the peace and order at all NBPOA Executive Board Meetings, NBPOA Membership Meetings and all other NBPOA programs, functions and events to ensure that all NBPOA Meetings, programs, functions and events are carried out in an orderly, dignified and effective manner. The Sergeant at Arms shall also carry out and perform such other duties and responsibilities as shall be determined and designated by the Executive Board of NBPOA.