

MONROE COUNTY VOLUNTEER FIREMEN'S ASSOCIATION, Inc.

CONSTITUTION AND BY-LAWS

PREAMBLE

WHEREAS in all well regulated organizations certain rules and laws are considered necessary for the maintenance of order and the transaction of business, therefore the Monroe County Volunteer Firemen's Association, Inc. has adopted the following Constitution and By-Laws.

ARTICLE I

NAME

SECTION 1. The name of this organization as set forth in the Certificate of Incorporation filed in the Office of the Secretary of State of the State of New York, at Albany, New York, is:
MONROE COUNTY VOLUNTEER FIREMEN'S ASSOCIATION, Inc.

ARTICLE II

OBJECTS

SECTION 1. The particular objects of the organization as set forth in the Certificate of Incorporation filed in the Office of the Secretary of State of the State of New York at Albany, New York are:

To perpetuate and maintain all traditions cherished by all volunteer and exempt volunteer firefighters and fire companies in the County of Monroe, and for the advancement of all things pertaining to the financial, social and mutual welfare of the volunteer firefighters, and further to maintain such committees as are necessary to assist in legislative cooperation for all fire departments of the County of Monroe, and other business that will be helpful to any fire company or fire department, or exempt volunteer firefighter's association of the County of Monroe. To solicit, collect and otherwise raise money, and expend, contribute, disperse and otherwise handle and dispose of the same for the carrying out of the purpose of this corporation, and to purchase, hold, maintain and sell real and personal property, for the purpose of carrying out the objectives of this corporation.

ARTICLE III

MEMBERSHIP

SECTION 1. All volunteer fire companies and departments and associations of exempt volunteer firefighters located wholly or partly within the County of Monroe shall be eligible for membership in this Association, by applying to the secretary in writing along with the payment of the annual dues.

SECTION 2. All active, exempt and social members of any organization holding membership in this Association at meetings of this Association shall be eligible for Association Membership in this Association, by applying to the Secretary in writing along with payment of the annual dues.

SECTION 3. All organizations eligible for membership in this Association under the provisions of Article III Section 1, and persons eligible for membership under the provisions of Article (III) Section 2 enrolled as members in good standing on January 26th 1947, and all Charter members of this association shall continue to be members so long as they remain in good standing pursuant to the provisions of this Constitution and By-Laws.

SECTION 4. Any person who by virtue of eminence achieved by distinguished public service, or who has been conspicuous in his efforts in the interest of volunteer firefighters and the volunteer fire service, may be elected an Honorary Member at any Quarterly Meeting of the Association by a majority votes of the Association Members present and voting, but such honorary membership shall confer only social privileges upon the holder.

SECTION 5. LIFE MEMBERSHIP – This class of membership shall have all of the privileges and benefits of an Association Member with the exception of paying dues. To become a Life Member one must have fulfilled one of the following:

- A. Served the Association as President.
- B. Served the Association in an elected office for more than fifteen (15) years.
- C. Served the Association in the same capacity that distinguished themselves above a normal member, and with a two thirds (2/3) majority vote of the membership at a Quarterly Meeting.

ARTICLE IV

OPERATIONS

SECTION 1. Quarterly Meetings of this Association shall be held on the last Thursday evening in April, July, October and January of each year at such time and place as may be fixed by a vote of the preceding Quarterly Meeting. In the event that the preceding Quarterly Meeting does not fix a time and place, or if a time and place fixed by a preceding Quarterly Meeting shall for any reason fail, the time and place shall be fixed by the Board of Directors of this Association.

SECTION 2. Any Association Member of this Association shall be granted the privilege of the floor and a vote at any Quarterly Meeting of this Association.

SECTION 3. Any active or exempt volunteer firefighter of an organization member may be elected to office in this Association, and may be elected or appointed to committees.

SECTION 4. The executive power and management of the Association shall be vested in the Board of Directors which shall consist of the President, First Vice President, Second Vice President, Secretary, Treasurer and sixteen Directors, the latter chosen as follows: Three Directors from each Battalion, and the Junior Past President. If a Director changes residence, leaving the Battalion in which he resided at the time of their election or appointment to the Board, their term will automatically terminate. Each Officer and Director must be a member of an organization holding membership in this Association. Nine members shall constitute a quorum at all meetings of said Board. Election to the office of President, First Vice President, Second Vice President, Secretary, Treasurer, shall constitute election as a Director. Meetings of the Board of Directors shall be held upon the call of the President, who must issue such call upon the written request of five (5) Directors.

SECTION 5. At all Quarterly Meetings of this Association twenty (20) Association Members shall constitute a quorum for the transaction of business.

SECTION 6. The Annual Meeting of this Association shall be that which is held on the last Thursday evening of April each year. The Officers and Directors of the Association shall be elected at the Annual Meeting. Special meetings of this Association may be called at any time by the President and must be called by him upon the written application of three (5) Directors or twenty (20) Association Members.

SECTION 7. Filling vacancies on the Board of Directors:

- A. The Secretary shall notify each Member Organization within the affected Battalion of the vacancy that (will/does) exist.
- B. Sixty days after the postmark date of such notification, the President may make a temporary appointment, with the Board of Directors confirmation, which will terminate on the date of the next Annual Election.
- C. Nominations and elections shall then be held at the next Annual Election, for the balance of years remaining of the original three (3) year term.
- D. The preceding appointment and/or election to fill out an unexpired term shall in no way restrict the incumbent from being elected to that same chair for two (2) successive three (3) year terms.

By-Law Changes Adopted at 4/24/2008 Annual Meeting

ARTICLE V

DUES

SECTION 1. The annual dues of each member organization shall be established by a resolution passed by a majority votes of the members present at the Annual Meeting of the Monroe County Volunteer Firemen's Association.

SECTION 2. The annual dues of each Association Member shall likewise be established by a resolution as prescribed in Section 1 of ARTICLE V.

SECTION 3. All dues are payable by November 1, of the preceding calendar year.

ARTICLE VI

OFFICERS

SECTION 1. The officers of this Association shall consist of a President, First Vice President, Second Vice President, Secretary, Treasurer and Sergeant at Arms. All officers and Directors shall be elected annually by ballot at the Annual Meeting by a plurality of the votes cast. Officers shall hold office for one (1) year, beginning at the Annual Meeting at which they are elected, or until their successors are chosen. At each Annual Meeting, five (5) Directors shall be elected for terms of three (3) years each. No member of the Board of Directors may succeed themselves for more than Two (2) successive three (3) year terms.

SECTION 1-A. The retiring President of this Association shall be a member of the Board of Directors. His term of office as a member of such Board shall correspond with that of the Administration of his immediate successor to the Presidency.

SECTION 1-B. Past presidents of this Association, except those who may be elected to the Board of Directors as provided in Section 1 of ARTICLE VI, and as provided for under ARTICLE VI Section 1-A, shall be ex-officio members of the Board of Directors. Such Ex-Officio members shall have no vote at meetings of aforesaid Board.

SECTION 2. It shall be the duty of the President to preside at all Meetings of the Association and to see that all provisions of this constitution and By-Laws are duly observed. The President shall appoint all committees, unless otherwise directed by a meeting. The President shall fill all vacancies in office that may occur between meetings, subject to the approval of the Board of Directors. He shall be an ex-officio member of all committees and Chairman of the Board of Directors. The President shall appoint one (1) or two (2) Chaplains each year.

Section 2A. Additional committees may be created and appointed by the President with the consent of the Board of Directors as needed for special purposes.

SECTION 3. The First Vice President shall have all the powers and duties of the President during the absence of the President or the President's inability to act.

SECTION 4. The Second Vice president shall have all the powers and duties of the President in case of the absence of the President and the First Vice President or their inability to act.

SECTION 5. It shall be the duty of the Secretary to keep a complete record of all proceedings of the Association and the Board of Directors, to receive all communications pertaining to this Association and to notify all officers and Association Organizations of Annual and Quarterly Meetings; also to notify Directors of meetings of the Board of Directors. The Secretary shall give a bond to the Association for the faithful performance of duties. The premium for said bond shall be charged against the Association. He shall receive a compensation annually for services, as established by the budget.

ARTICLE VI

OFFICERS CONTINUED

SECTION 6. It shall be the duty of the Treasurer to receive all monies belonging to the Association and to deposit the same in banking institution designated by the Board of Directors. The Treasurer shall pay all bills, keep an accurate account of all monies received and disbursed by the Treasurer, and shall make a report at each Board Meeting and Quarterly Meeting. The Treasurer shall give a bond to the Association for the faithful performance of the Treasurer duties. The premium for said bond shall be a charge against this Association. The Treasurer shall receive compensation annually for services, as established by the budget.

SECTION 7. The Board of Directors shall have the power to take whatever action it may deem necessary or advisable for the governing of the Association. It shall formulate and adopt all rules for conducting the business of the Association and for the management and control of the property of the Association, and shall fill vacancies in the Board of Directors. Complete reports of all actions and decisions of the Board of Directors shall be submitted by the Secretary at the Quarterly Meetings of the Association. Each Director shall fulfill the duties that have been adopted by the Board of Directors, as obligations necessary for the betterment of this Association. The Board of Directors shall annually review and approve written procedures for the internal fiscal management of this Corporation.

SECTION 8. If a director is absent from three (3) consecutive meetings of the Board of Directors without a valid excuse, i.e. illness of self or family, employment, emergency service, or military service voted on by the Board of Directors, his term will automatically terminate and the vacancy thus created shall be filled as provided in ARTICLE IV Section 9 of this Constitution and By-Laws.

SECTION 10. It shall be the duty of the Sergeant at Arms to assist in maintaining order at all meetings, and whatever other duties that may be prescribed by the President.

ARTICLE VII

COMMITTEES

SECTION 1. The President shall appoint each year the following committees, of three (3) or more members, and the Chairmen of said committees will be required to submit a written report of all Committee Activities at each Quarterly Meeting as necessary.

- A. An **Auditing Committee** which shall audit the books, records and accounts of the Association and its officers. It shall also be the duty of the Auditing Committee to audit financial reports of all committees or members entrusted with funds of this Association, before such reports shall be accepted by the body.
- B. A **Budget and Finance Committee** which shall prepared an annual budget for presentation for adoption at the October Quarterly Meeting.
- C. A **Constitution and By-Laws Committee** which shall recommend necessary changes to the Constitution and By-Laws. It shall consider proposed amendments to the Constitution and By-Laws presented at Quarterly Meetings of the Association and recommend the adoption or rejection of same. This does not preclude an Association Member from introducing an amendment from the floor, in writing, conforming to ARTICLE IX, Section 1.
- D. A **Fire Prevention Committee** whose duties shall be to assist in furthering Fire Prevention. At least one (1) member of the Board of Directors should be appointed to this Committee.
- E. A **Fire Prevention Essay Committee** shall design and distribute rules, establish time frames, collect from the fire departments their winners, and conduct the final judging of final winners of the Annual Fire Prevention Essay Contest. Establish awards and arrange for their presentation to the winners. They shall forward the winning essays to the sectional organizations for judging in their contests.
- F. A **Historical Committee** shall investigate, collect, preserve, and maintain the history of the Association, for future leaders who may understand the reasons that helped form the direction in which the past has left.
- G. A **Hospitality and Transportation Committee** shall make the arrangements, and operate a hospitality room when required by the Association. Whose duties shall include the handling all of the arrangements for the trips, functions, etc. for the general membership.
- H. A **Legislative Committee** the duty of which shall be to make contact with persons who are qualified to assist in furthering the legal, legislative and financial welfare of volunteer firefighters, and to promote legislation in the interest of the volunteer fire service.
- I. A **Membership Committee** whose members are chosen from different sections of the County of Monroe. It shall be the duty of this committee to assist in having the eligible organizations become members of the Association, and to secure as many Associate Members as possible.
- J. A **Nominating Committee** whose members are chosen from different sections of the County of Monroe. Shall present at the January Quarterly Meeting a list of candidates for the following offices: President, First Vice President, Second Vice President, Secretary, Treasurer, Sergeant-at-Arms, five (5) directors for a term of three (3) years each to be held over and voted on at the Annual Meeting.

By-Law Changes Adopted at 4/24/2008 Annual Meeting

ARTICLE VII

COMMITTEES CONTINUED

- K. A **Publicity Committee** which shall handle all publicity affecting the Association, including press notices pertaining to association events and shall over see the Web Site of the Association.
- J. A **Resolution Committee** which shall consider resolutions presented at a Quarterly Meeting, prepare and present to the Quarterly Meeting such resolutions as they deem appropriate for action by the Association. This does not preclude any Association Member from introducing a resolution from the floor at any Quarterly meeting. Such resolution presented from the floor shall be acted upon by the resolution committee and brought before the same Quarterly Meeting as presented, for action by the voting members present. A majority vote is necessary to carry any resolution.
- M. A **Topics Committee** will obtain speakers for the Quarterly Meetings that has subject matter that is pertinent to the fire service and the membership.

ARTICLE VII

COMMITTEES CONTINUED

SECTION 2. The President shall also appoint the following committee or committees for the terms of office as shall be provided for in each subdivision thereof and he will meet with this committee or these committees within thirty (30) days after the Annual Election for the purpose of electing a Chairman and a Secretary thereof.

- A. A **Steering Committee** of eight (8) members, composed of the President, First Vice President, Second Vice President, and five (5) members whose Membership shall reflect a geographical distribution throughout the County of Monroe, and those elected to any office in the Firemen's Association of the State of New York, and whose purpose duties and manner of appointment, shall be as follows:

PURPOSE

To act as a clearing house for information concerning the availability of candidates for elective offices, and/or appointments to committees, of members of this Association in volunteer fire related organizations throughout the State of New York, in such a manner as will reflect the general policies of this Association in regards to these matters.

DUTIES

In furtherance of this purpose it shall be the duty of this committee to receive, suggest, and maintain a list of all prospective candidates for such volunteer fire related organizations as may become available throughout the state and to indicate to those as may express an interest, that this Association has members who should be considered as such candidates.

It shall be their duty to cultivate and make themselves known to volunteer fire related representatives of other volunteer fire related organizations throughout the state for the purpose of exchanging information, coordinating plans, proposals, and projects, which will further the aims of this Association in relation to advancement of Association members who may be qualified candidates for the elective offices or committees of volunteer fire related organizations herein above referred to.

However, in the performance of the above duties, this committee shall have no authority, implied or directed, to commit above referred to, and endorse by, the Board of Directors and the Association Members in a Quarterly or Special Meeting.

APPOINTMENT

Members of this committee shall be appointed to office for a term of one (1), two (2), three (3), four (4) and five (5) years, and there after, as each enumerated term of office as set forth expires, appointed to fill the vacancy shall be made for a full five (5) year term. Appointments shall be made by the President, subject to the approval by the Board of Directors. If a member of this committee shall absent himself from three (3) consecutive meetings, he shall become liable for removal by the Board of Directors of this Association. Vacancies on this committee may be filled for the unexpired term of the vacated office. First time members appointed to this committee after the adoption of the By-Law shall be limited to two (2) five (5) year terms.

By-Law Changes Adopted at 4/24/2008 Annual Meeting

ARTICLE VIII

RULES

SECTION 1. Parliamentary Law Robert's Rules of Order, newly revised, shall be the controlling authority on all questions of parliamentary law not covered within the By-Laws.

SECTION 2. In the Absence or inability to act of the Sergeant at Arms, the President shall have the power to appoint a Sergeant at Arms Pro Tem, whose duties shall be the same as those prescribed for the duly elected Sergeant at Arms.

ARTICLE IX

AMENDMENTS

SECTION 1. This Constitution and By-Laws may be amended by a two thirds (2/3) vote of the Association Members present at any Quarterly Meeting, provided however, that the proposed amendment shall have been submitted in writing and read at the preceding Quarterly Meeting.

ARTICLE X

FUNERAL and MEMORAIL DETAILS

SECTION 1. The Officers, Directors, and the Committee Chairman of the Association shall be notified thru the use of the telephone list, by the President with the permission of the family, of a Funeral Detail, upon the death of the following people.

1. Present Officer of the Association
2. Past President
3. Life Member
4. Committee Chairman
5. Mother, Father, Wife, Husband, or Child of those listed above.
6. Any Monroe County Firefighter who died in the Line of Duty
7. Officer of the Firemen's Association of the State of New York, Northern Central New York Volunteer Firemen's Association, Western New York Volunteer Firemen's Association, Monroe County Volunteer Fire Chief's Association, or Monroe County Volunteer Fire Police Association, who resides in Monroe County,

SECTION 2. Upon the Death of any member of any Monroe County Fire Department, the Director from the Department's Battalion, shall make a visit to the funeral home as a representative of the Association.

SECTION 3. Upon the Death of any person that has some importance to the Association, the President may activate the telephone list, to notify the membership.

SECTION 4. Unless there is a special circumstance, the normal Funeral Detail should take place at Seven Thirty (7:30 PM) on the last night of the calling hours.

ARTICLE XII

CHARTER MEMBERS

SECTION 1. All members who were present at the organization meetings of February 22, 1930, and March 29, 1930 shall be considered and known as CHARTER MEMBERS, and their names shall be spread and perpetuated in this Constitution and By-Laws.

CHARTER MEMBERS ARE AS FOLLOWS:

Brockport Protectives, Brockport – Clarence Boyst, L. Williams

Barnard Fire Department – W.Y. Cunningham, J.G. Kohm, A. Crane, Ben Bremer,
Fred Shedd, E.R. Wendell

Brighton Fire Department – Nelson Yates, George M. Keller, G.F. Herzog, Charles G. Sova

Capon Hose Company, Brockport – William R. Riley, George Churchill

Harrison Hose Company, Brockport – William Bement, Levi A. Hoyt, L. Eichenger

C.D. Dewey Hook & Ladder Company, Brockport – Archie R. Smead, Walter Welch

Charlotte Exempts Association – George M. Keer, E.J. Hawes

Dispatch Hose Company, East Rochester – William W. Smith, Bernard Smelter

Deland Hose Company, Fairport – John J. Finnegan, W.D. Williams, C.E. Thayer

Fairport Protectives, Fairport – J.E. Cotter, Horace Wright

Gates-Chili Fire Department – Seth Ford, Henry Schroth

Greece-Ridge Fire Department – A.R. Koerner, Harland Herrick

Hamlin Fire Department – Lester Bullard

Henrietta #1 Fire Department – F.F. Feasel, L.A. Norget

ARTICLE XII

CHARTER MEMBERS CONTINUED

Laurelton Fire Department – G. Herbert Pardee, William Sink, Raymond J. Metzger,
Arthir M. Hefner, Herbert Hatmaker, Raymond Henniky, A. Klienhammer,
Chauncy Osborne, Lloyd Tallinger, Thomas Sullivan

Ontario Hook & Ladder Company, East Rochester – James Baird

Penfield Fire Department – Henry Verhag, J. Poppoon, Roy Jeddy, Frank Goodman

Point Pleasant Fire Department – Henry Fleig, F.A. Steinorth, Raymond Griffin

Pittsford Fire Department – L. Arthur Palmer, George Young

Ridge Culver Fire Department – A.C. Bleasi, Joseph Spahn

Rochester Exempt Firemen – Frank X. Harter, James W. Hyde, Peter Jepson,
Alfred Boddy, J.C. Nugent

Scottsville Fire Department – Joseph P. Hynes, Joseph Resch

Spencerport Fire Department – A.W. Crittenden, Harry E. Mason

Horace Silsby Hose Company, Brockport – E.B. Simmonds

Sea Breeze Fire Department – Raymond R. Rice, E.H. Trinkler

St. Paul Blvd. Fire Association – Arthur J. Tischler, George C. Baist, Walter L. Hess

West Brighton Fire Department – George Ainsworth, Harold Stenzel

West Webster Fire Department – Charles Voght, R.T. Murphy

Webster fire Department – Joseph Casper, J.E. Smith