

By Laws New Haven Firebird Society, Inc

PREAMBLE

Whereas, we the Black municipal Firefighters of the City of New Haven are aware of the increasing complexity of fire problems, our Black Brothers and Sisters especially feel called upon to form an organization in order to take our place in the vanguard of civilization.

ARTICLE I -NAME

Section 1 Name

The name of our organization shall be the New Haven Firebird Society, Inc.

Section 2 Principal Office

The principal office of the society shall be Box 9264, New Haven, CT 06533.

ARTICLE II -PURPOSE

Section 1 Purpose

After meeting with the Vulcan Society of New York City and the Phoenix Society of Hartford, studying their community action programs performed in conjunction with firefighting duties, we feel that the service we can offer as firefighters to the department and to the vast reaching effects. In light of this situation, we set forth the following Aims and Goals.

a. To promote a better understanding, friendship and cooperation among all members of the Fire Department of the City of New Haven.

B. To promote a better understanding between the African and Hispanic American community and the Fire Department through fire education and fire prevention programs.

c. We shall encourage members of the Society to thoroughly familiarize themselves with the rules and regulations of the fire service, as well as the procedures, so that these men and women may better serve the City and community in which they work.

d. The society shall be dedicated to helping fellow firefighters, African and Hispanic in particular toward promotional aspirations by holding study sessions with the existing firefighters as well as those aspiring to be firefighters.

e. To try to assist those needy persons who have fallen victim to the ravage of fire and to assist in self improvement programs in the minority community.

f. The society shall try to stem the flow of ill feelings between the minority areas and the fire service. we shall lend ourselves to eliminate the feelings of a double standard in firefighting and overhauling in the African and Hispanic American communities. To these aims and goals we pledge this society and ourselves.

ARTICLE III -MEMBERSHIP

Section 1 Classes of Membership

The society shall have (3) classes of membership:

a. Full Members - Full members will consist of full- time active members and retired members of an active fire service. Full members shall have full voting rights and be eligible to any other rights that may be entitled, where directed within these by-laws.

b. Associate Members - Associate members will consist of those civilian employees of the fire service or active members of the fire service who do not meet the qualifications of the full membership. Associate members may participate in the affairs of the society, but not hold office or be able to vote.

c. Honorary Members - Honorary members will consist of those members, bestowed upon by the Executive Board and full members, who are not members of the fire service. Honorary members may not hold office or be able to vote, but may enjoy the privileges of the society.

Section 2 Qualifications for Membership

a. Individuals seeking membership shall be those who are presently or formerly (retired) paid professional firefighters.

b. Individuals seeking membership must submit monthly dues to the society through payroll deduction unless otherwise specified within these By-Laws.

c. Individuals seeking membership must pledge to maintain and comply with the Aims and Goals of the Firebird Society organization.

d. Final approval for eligibility for membership lie with the society's Executive Board.

e. Individuals approved for membership by the executive board shall have final approval for membership voted at the first monthly meeting after candidates have satisfied all requirements of membership.

Section 3 Obligation of Firebird Society Membership

Do you, of your own free will, so swear to abide by the laws of the Firebird Society and all for which it stands?

Answer:

Do you further swear that you will never knowingly wrong a Brother or Sister, or see them wronged, if in your power to prevent it, and that will endeavor to subordinate every selfish impulse to the task of elevating the intellectual and moral condition of the full membership.

Answer:

I hereby extend to you the right hand of brotherhood and welcome you as a member of the Firebird Society of New Haven.

Section 4 Duties

The authority and power of the society shall reside in the full membership of the society as referred to in Article III, Section 1a.

Section 5 Removal

a. Any member may be removed from the full membership for cause at any meeting of the full membership by a majority vote of the members present, providing that he/she shall have notice as required in Article V, Section 5 and an opportunity to be heard.

b. In the event a member is subject for removal for cause, a written notice shall be submitted to the Executive Board ten (10) days prior to the next scheduled regular meeting.

c. Notice shall contain a request for the action to be placed on the Agenda of the next regular meeting.

ARTICLE IV- OFFICERS

Section 1 Description of Officers

The officers of the society shall consist of a president, 1st Vice President, 2nd Vice President, Secretary, Treasurer, Financial Secretary, Corresponding Secretary, Sgt-At-Arms, Past President and Chaplin.

Section 2 Designated Duties

The designated duties of the officers shall be as follows:

a. President - The president shall preside at all meetings of the membership. He/She shall present, at each annual meeting, a report on the state and condition of the affairs of the organization. He/She may sign checks, contracts and agreements in the name of the organization provided that such checks, contracts and agreements are authorized by the full membership, He/She shall see that the books, reports, statements and certificates required by statute or by by rule of the membership properly kept, made and filed according to the law or to the rules of the full membership. He/She shall enforce these by-laws and shall perform such other duties as from time to time may be required of him/her by full membership.

b. 1st Vice President - The 1st Vice President shall perform the duties of the president in the event of his/her absence or incapacity and shall assume the duties of the president in the event that the position shall become vacant for any cause. The 1st Vice President shall also perform such duties as may from time to time be required of him/her by the full membership.

c. 2nd Vice President - The 2nd vice president shall perform the duties of the 1st vice president in the event of his/ her absence or incapacity and shall assume the duties of the 1st vice president in the event that the position shall become vacant for any cause. The 2nd vice president shall also perform such duties as may from time to time be required of him/her by the full membership.

d. Secretary - The secretary shall keep at the principal office of the organization or at such place as the full membership may direct, a book of minutes of all full membership meetings. He/She shall be the custodian of the records and seal of the organization and shall affix the seal to any organizational papers when required. He/she shall perform all duties pursuant to the office and such other duties as may from time to time be required of him/her by the full membership.

e. Treasurer - The treasurer shall have custody of and responsible for all the funds and securities of the organization and shall deposit such funds and securities in such bank, trusts company or trusts companies or safe deposit vaults as the full membership may designate. He/she shall exhibit at all times his/her books and accounts to any full member upon request at the office of the organization. He/she shall render a statement of the financial condition of the organization at each meeting of the full membership and at such times that may be required of him/her. He/she shall keep a correct book of accounts of all the funds, securities, assets and liabilities of the organization. He/she shall be authorized to send the appropriate gifts

in the name of the society, in the event of hospitalization or flowers in the event of death of a member of a member's immediate family. The immediate family shall consist of the following persons; FATHER, MOTHER, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHER, SISTER, SON, DAUGHTER, STEP-FATHER, STEP-MOTHER, STEP-SON, STEP-DAUGHTER. He/she shall perform all duties pursuant to the office of treasurer and such other duties that the full membership may from time to time require of him/her.

f. Financial Secretary - The Financial Secretary will be in charge of all fund raising for the society and will investigate investment possibilities. He/she will receive and record all monies and receipts from all fund raising events and deposit all proceeds with the treasurer. He/she will prepare semi-annual and annual comparative statements and shall audit books yearly. He/she shall also perform any other duties that the full membership may require of him/her from time to time.

g. Corresponding Secretary - The Corresponding Secretary shall communicate to members within the organization, to organizations with the IABPFF and to any other organizations or persons the full membership sees fit to correspond. He/she shall present such replies at each membership meeting when called upon. He/she shall keep an accurate file of letters or correspondence sent out or received. He/she shall perform all duties pursuant to the office of corresponding secretary and such duties as may from time to time be required of him/her by the full membership.

h. Sgt-At-Arms - The Sgt-At-Arms shall assist in preserving and enforcing order at the meeting as the president may direct. He/she may handle certain physical arrangements in the meeting place as well as being responsible, in some cases, for seeing that the furnishings and necessary equipment are in proper order for each meeting. He/she shall perform all duties pursuant to the office of Sgt-At-Arms and such other duties as the full membership may from time to time require of him/her.

i. Past President - Shall be the last President to complete a full term as President and is a member in good standing.

j. Chaplin - The chaplin shall recite or lead invocations and benedictions where such prayers are offered at the opening and closing of meetings or other events.

Section 3 Nominations and Election of Officers

a. A nominating committee shall be chosen by the President consisting of at least four (4) members. Preferably one member from each division who are not running for office themselves. This committee shall be chosen during the month of april.

b. The nominating committee shall compile a list of candidates on a one (1) page ballot from among the full membership to be submitted to the full membership no later than June 1st. The nominating committee shall be the official ballot counters with their count being final. The results will be passed on to the full membership.

c. Election of officers shall be held during the month of June after which the elected officials would begin their term of office in the month of July.

d. A locked election box will be placed at our regular monthly meeting place for voting. Voting will take place from 4:00pm until 8:00pm on the last day and night tour of two divisions and from 4:00pm until 8:00pm on the following day, the first day and night tour of the other two

divisions. Two (2) members of the nominating committee shall be present at all times during election hours.

Section 4 Qualifications for Office

- a. All members seeking office shall meet the qualifications of full members as prescribed in Article III, Section 1a and Section 2.
- b. Candidates must have at least one (1) year continuous membership within the Firebird Society prior to being nominated for office.

Section 5 Length of Service

- a. Elected officers shall serve for a two (2) year period.
- b. Only under extreme circumstances, by a majority vote of the full membership, should they serve more than three consecutive terms.

Section 6 Removal

- a. Any officer may be removed for cause at any meeting of the full membership by a majority vote of the members present, providing that such officer shall have notice as required in Article V, Section 5 and an opportunity to be heard. Notice to all full members shall state specifically the cause for removal.
- b. In the event an officer is subject to removal for cause, a written notice shall be submitted to the Executive Board ten (10) days prior to the next scheduled regular meeting.

Section 7 Vacancies

- a. In the event that an office becomes vacant for any cause, including removal, and that office cannot be filled through the prescribed duties of officers, the full membership may fill that office for the remainder of its term by a majority vote.

Section 8 Obligation of Firebird Elected Officers

Do you, of your own free will, so swear to abide by the laws of the Firebird Society, and to bear true allegiance to the Firebird Society and all for which it stands

Answer

Do You further swear that you will never knowingly wrong a brother or sister, or see them wronged, if in your power to prevent it, and that you will endeavour to subordinate every selfish impulse to the task of elevating the intellectual and moral condition of the full membership.

Answer

I hereby extend to you the right hand of brotherhood and congratulate you on your election as an officer of the Firebird Society of New Haven.

ARTICLE V- MEETINGS

Section 1 Annual Meeting

- a. Annual meeting of the full membership shall be held in the month of July at which time the state of the organization will be made.

Section 2 Regular Meetings

- a. The regular meeting of the full membership shall be held at the call of the President, at such times and places as the President determines.
- b. All meetings shall convene and adjourn in accordance with specific time boundaries as specified on the agenda.
- c. The president may call as many meetings whenever he/she deems it necessary.

Section 3 Regional Conferences

- a. The Firebird Society of New Haven shall send a representative to all Regional Conferences. That representative should be a member of the Executive Board.

Section 4 International Conventions

- a. The Firebird Society of New Haven shall send a representative to all Regional Conferences. That representative should be a member of the Executive Board.
- b. The organization shall allot when financially possible, no more than fifteen hundred (\$1500.00) dollars for the International Convention. No more than eight hundred (\$800.00) dollars shall be for the organizations representative and shall be used for hotel expenses, out-of-state travel and registration (dinner dance included). The remaining monies shall be divided between all other members who attend the International Convention.

Section 5 Quorum

- a. A quorum for the regular meeting will consist of six (6) members so that business may be legally transacted.

Section 6 Notices

- a. Notice for the annual meeting shall be given no less than seven (7) days and no more than thirty (30) days before the date of such meeting.
- b. Notice for regular meetings shall be postmarked not less than five (5) days before the date of any such meeting.
- c. Notice shall be given by mail and/or phone calls.
- d. Notice to all full members shall contain an agenda for the upcoming meeting.

Section 7 Agenda

- a. Any matter specifically listed on any agenda of any meeting shall be taken up at such meeting.
- b. Any member having items to be placed on the agenda must submit items to the Executive Board at least seven (7) days prior to the regular meeting.

Section 8 Voting

- a. Except as otherwise specified in these By-Laws, all votes in a membership meeting shall be by a majority vote of the membership present.
- b. Absentee voting occurs only when a member is unable to be physically present to

vote. Their vote will be verified by a signed and sealed letter to the society's principal officer or to any member of the Executive Board.

ARTICLE VI- EXECUTIVE BOARD

Section 1 Membership

- a. The Executive Board shall be comprised of nine (9) members.
- b. The executive Board make up shall be the eight (8) elected officers and the Past President.

Section 2 Duties

- a. The Executive Board shall have general supervision of the affairs of the society between its business meetings.
- b. The Executive Board shall make recommendations to the society and prepare the agenda for monthly meetings.
- c. The Executive Board shall approve or disapprove applications for membership.
- d. The Executive Board shall preside over cases of removal of any member of officer.

Section 3 Meetings

- a. The Executive Board meeting shall be held at the call of the President at least once monthly.

ARTICLE VII- COMMITTEES

Section 1 Financial Committee

- a. The Financial Committee shall be comprised of the Treasurer, Financial Secretary and those members appointed by the President to prepare and maintain the annual budget. The Financial Committee from time to time may submit supplements to the budget during that year.

Section 2 Dinner Dance Committee

- a. The Dinner Dance Committee shall be comprised of members appointed by the President, whose duties shall be to plan for the Society's annual affair and plan social events for both the membership and the committee during the course of the year.

Section 3 By-laws Committee

- a. The By-Laws Committee shall be comprised of members appointed by the President for future addition and revisions of the By-Laws. The By-Laws Committee may accept any recommendations for amendment proposals.

Section 4 Scholarship Committee

- a. The Scholarship Committee shall be comprised of members appointed by the president to distribute and collect applications from candidates for scholarship to higher education.

Section 5 Building Committee

a. The Building Committee shall be comprised of members appointed by the President to research, administer or accomplish any duties that the membership may deem necessary in connection with a permanent or semi-permanent residence of this society.

Section 6 Other Committees

a. Other committees shall be appointed by the President or the Executive Board or the full membership.

b. The President shall be an ex-officio member of all committees except the Nominating Committee.

ARTICLE VIII- FINANCIAL RESPONSIBILITY

Section 1 Dues

a. Full members who are members of the New Haven Fire Department will submit monthly dues through payroll deduction.

b. Full members who are non-NHFD members will submit dues quarterly

c. The amount of dues submitted shall be determined by a majority vote of the members present at a monthly meeting. Notice must be given to all members in writing at least five (5) days prior to any monthly meeting. where a vote will be taken.

d. Any assessments shall be considered dues and shall be subject to the same voting requirements as regular dues.

e. Any past member who wishes to return to the Firebird Society shall pay back dues up to 12 months and any assessments imposed while that person was not a member. Applications to rejoin shall be submitted to the Executive Board.

Section 2 Delinquent Dues

a. Delinquent dues, delinquent one hundred twenty (120) days by any member, is subject to becoming an associate member after the 120th day.

Section 3 Check Signatures

a. The President and/or the Treasurer shall have the power to sign checks.

ARTICLE IX- PARLIAMENTARY AUTHORITY

Section 1 Rules of Order

a. The Rules contained in the current edition of Roberts Rules of Order shall govern the society in all cases to which they are applicable and where they are not consistent with these By-Laws or special rules of order the society may adopt.

b. Order of Business:

Opening-Invocation

Reading and Approval of Minutes

Reports of Officers, Board and Standing Committees

Reports of Special Committees

Reports of Special Orders
Unfinished Business
New Business

ARTICLE X- AMENDMENTS OF BY-LAWS

Section 1 Amendment Proposal

- a. Amendments to these By-Laws may be proposed by a petition of three (3) full members.
- b. The petition shall be referred to the Executive Board and then returned to the full membership with a recommendation.

Section 2 Adoption

- a. Amendments together with the recommendation of the Executive Board may be presented at any meeting of the full membership and shall be adopted upon a two third ($\frac{2}{3}$) vote of the membership present.
- b. Notice of the adoption should be provided as stated in Article V, Section 4b, and such notice contains the text of the proposed amendment if feasible. If not feasible, a statement as to where copies of the proposed amendments are available shall be made.