

**Mid-County Fire District Firefighters Association  
By-Laws**

**Mission Statement:**

To provide support and benevolence to the members and families of the volunteers/employees of the Mid-County Fire Protection District.

- I. Name and location of principal office:**
  - A. The organization shall be known as the Mid-County Fire District Firefighters Association.
  - B. The organization shall maintain its principal office coincidental with the office of the Fire District. Supplemental field offices may be established as such other places as the Mid-County Fire District Firefighters Association Board of Directors shall deem appropriate.
  
- II. Purpose:**
  - A. To provide support and benevolence to the members and families of the volunteers/employees of the Mid-County Fire Protection District.
  
- III. Organization Membership:**
  - A. Members shall consist of all personnel listed on the current official roster of the Mid-County Fire Protection District.
    1. They have satisfactorily completed a ninety (90) day period after having been assigned a unit number before becoming a member of the Association.
    2. Members shall be volunteers and employees of the Mid-County Fire Protection District for a minimum of one (1) year cumulative service before being eligible to run for office. Junior firefighters are not eligible for a position on the board of directors.
  - B. Auxiliary members shall also consist of other interested parties who have the desire to support the activities of members of the Mid-County Fire Protection District. They have the right to elect a liaison to the board of directors.
  - C. Retired members shall include those who have been active members of the organization for twenty (20) years prior to their retirement or disabled in the line of duty. They shall hold membership for life and will always be considered an honorary member of the Association.
  
- IV. Organization:**
  - A. A board of directors shall guide the Association. The board of directors shall be composed of five (5) active members of the Association elected by the active members at the annual meeting, after nomination from the floor and discussion, to serve for a term of one (1) year.
  - B. The Association's membership shall elect from its members the following officers to serve a term of one (1) year and shall perform the prescribed duties.
  - C. Oath of office will be taken at the time of swearing in. No salaried Chief Officer or member of the Mid-County Fire Protection District Board of Directors shall be a member of the Association Board.

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**1. President:**

The president shall be the chief executive officer of the Association; preside at all meetings of the board of directors and the general membership; he/she shall have the general and active management of the business of the Association and shall see that all orders and resolutions of the board are carried into effect. He/she shall sign and execute all instruments on behalf of the Association.

**2. Secretary:**

The secretary shall attend all sessions of the board and general membership and act as the clerk thereof, and record all votes and minutes of the proceedings in a book to be kept for that purpose. He/she shall make all minutes available for the membership. He/she shall give, or cause to be given, notice of all general membership and board meetings, shall perform such other duties as may be prescribed by the president, under whose supervision he/she shall be.

**3. Treasurer:**

The treasurer shall have the custody of, and be responsible for, all moneys and securities of the Association; shall keep full and accurate accounts in the books belonging to the Association, showing financial transactions of the Association, its accounts, liabilities and financial condition; and shall see that all expenditures are duly authorized and evidenced by proper receipts and vouchers. He/she shall deposit in the name of the Association, in such depository or depositories as are approved by the board of directors, all moneys that may come into his/her hands for the Association accounts. He/she shall prepare a financial report quarterly; this report shall be made available to the membership.

**4. At Large Board Members:**

Two at large board members shall be elected to the board. They will ensure and audit the Association. For the first time, the sitting board will appoint two members. At the next scheduled election, the voting members will elect and vote on them.

**V. Powers:**

- A. The following powers shall be granted to the officers of this organization by the members. These powers are conditional and will be given by majority vote of the Association.
  1. To rent, lease, purchase or otherwise acquire both real and personal property.
  2. To borrow money, both short and long term.
  3. To accumulate cash reserves sufficient to carry out the operations of the Association.
  4. To raise funds through methods established by the officers of the Association.
  5. To hire employees.
  6. To accept grants from any source to further the purposes and goals of the Association.

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7. To accept gifts and devices.
8. To make grants, sub-contracts to further the purposes of the association.
9. To do any act not prohibited by Missouri State Law.
10. To utilize the funds of the Association for education, civic and charitable purposes.
11. To invest the funds of the Association from time to time in any real or personal property; to lend money for its organization purpose and to take and hold real and personal property as security for the payment of dues so invested or loaned.
12. To make and alter these by-laws not inconsistent with the laws of the State of Missouri.

**C. Delegation of Duties:**

1. In absence of any officer of the Association and for any other reason the board considers sufficient, the board may delegate the power of duties of such officer, provided a majority of the entire board concur therein.

**D. Terms and Term Limits:**

1. No person shall hold two (2) officer positions at the same time.
2. After four (4) terms in office, the officer shall step down to open the position up for other members, unless no other members are nominated to that position.
3. The president shall recommend qualified members to fill vacancies until a special election meeting can be called by the president.

**5. Meetings:**

A. The general membership meeting of this Association shall meet not less than once per quarter and/or as needed. The board of directors shall meet not less than semi-annually, except that president may call a special meeting of the board of directors as the need arises.

1. A forty-eight (48) hour notice shall be given for all general membership meetings.
2. A quorum of board members may call a meeting.
3. All general membership and board of director meetings will be conducted as outlined in the by-laws.

B. The annual meeting of the membership shall be held in November each year on the third Monday of the month for the purpose of holding elections for officers. Members of the board of directors and officers of the organization shall assume the duties of their respective offices on January 1 of each year.

- C. A notice of all regular and special meetings of the board of directors

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shall be given to each director. The notice shall state the time, place and purpose of the meeting. The business of any special meeting shall be limited to the stated purposes of the meeting.

- D. Each member of the association shall have one (1) vote on all matters relevant to the general membership including the election of the Association directors. Absentee voting shall not be permitted. Each member of the board of directors shall have one (1) vote on all matters coming before the body. Votes shall be made by secret ballot, a 2/3 majority or simple majority as deemed necessary by the board.
- E. Fifteen (15) voting members of the Association shall constitute a quorum of the general membership for the transaction of business. Three (3) members of the board of directors shall constitute a quorum for that body for the conduct of business of the Association. If the quorum is not present at any meeting, the members present and entitled to vote shall be empowered to adjourn the meeting without further notice, to a specified date not later than thirty (30) days after adjournment. At such reconvened meeting, at which a quorum is present, any business may be transacted that might have been transacted at the meeting, which was adjourned. In addition, the Association board of directors may table any vote by the general membership that the board determines may have a sufficient impact on the association for a period not to exceed thirty (30) days. After thirty (30) days at the following Association meeting, the board shall call for another vote from the general membership and reconsider the tabled subject, which was tabled.
- F. The minutes of each meeting shall be prepared and made available to the general membership upon request. Each member of the board of directors shall be furnished a copy of the minutes of all meetings. The minutes of each meeting shall be signed by the president and secretary and kept on permanent file by the secretary.
- G. The meetings of the Association and its established committees shall conform to the by-laws.

**V. Finances:**

- A. Disbursement of funds shall be accomplished only upon the signature of three (3) of the five (5) officers of the Association and then only after the membership has duly authorized and approved such expenditures.
- B. A quorum of the board members of the Association shall have the authority to make purchases not to exceed two hundred fifty dollars (\$250.00) without the prior approval of the membership. Such purchases shall be consistent with the purposes of this organization and cannot be personal in nature.
- C. Expenditures of more than two hundred fifty dollars (\$250.00) shall be voted on by the general membership.
- D. The board of directors is given the authority to vote to invest in CD's and money market and funds of this organization.

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**VI. Amendments:**

- A. These by-laws may be amended at a regular or special meeting of the general membership by a vote of two-thirds (2/3) of all members of the organization present. Due notice of the meeting, together with a copy of the proposed amendment, addressed to each member (via e-mail and/or internal departmental mail system), must be given prior to each meeting.

**VII. Committees:**

- A. The president, with the advice and consent of the board of directors, shall authorize the establishment of standing and ad-hoc committees to carry out the purpose of the organization.