

**FISHERS POLICE DEPARTMENT  
CITIZEN'S ACADEMY ALUMNI ASSOCIATION  
BY-LAWS AS REVISED**

**Article I – Purpose and Mission**

- A. The purpose of this non-profit Association is to bring together graduates of the Fishers Police Department's Citizen's Academy.
- B. Our mission is to increase public awareness and support the members of the Fishers Police Department through continuing education and volunteer programs which reflect our commitment and involvement in our community's quality of life.
- C. The principal office of the Fishers Police Department Citizen's Academy Alumni Association, hereafter referred to as FPDCAAA, shall be located in the Fishers Police Department, 4 Municipal Drive, Fishers, IN 46038.

**Article II – Membership**

- A. The Membership of this Association will be those members who have completed and graduated from the Fishers Police Department's Citizen's Academy and paid their yearly dues.
- B. Members will attend meetings and educational classes, perform volunteer services benefiting and sanctioned by the Fishers Police Department, and wear the required uniform when performing community services for the Fishers Police Department.
- C. The name and address of members shall be kept by the Secretary of the Association.
- D. A person may be considered for Honorary Membership on the basis of outstanding community service or other special consideration by the FPDCAAA. The person shall be nominated by the Board of Directors and must be approved by majority vote of the active members present.
- E. Under the Article of Incorporation, the Chief of Police for Fishers, Indiana and any Sworn Officer(s) appointed by the Chief are members of the Board of Directors by virtue of their offices and not subject to elections.
- F. All participants in the FPDCAAA shall become members by paying annual dues of \$36 per individual or \$62 per family. Graduates of a Citizen's Police Academy class who immediately join the FPDCAAA shall pay no dues for the remainder of that calendar year and will be considered to be full voting members.

### **Article III – Conduct**

- A. No member shall promote or represent themselves on behalf of the FPDCAAA for personal, political, or financial gain.
- B. Inappropriate behavior toward Sworn Officers and/or Citizen's will not be tolerated and may result in termination of membership.

### **Article IV – Voting, Resignation, and Termination**

- A. Each member shall be entitled to one vote on each matter submitted to a vote. If such vote is taken at a meeting of the organization, the member must be present to cast his or her vote. Since meetings are held only quarterly, there will be times when a vote needs to be taken prior to the next regularly scheduled meeting in which case, the Board may authorize a vote to be taken using email.
- B. Any member may resign by filing a written resignation with the Secretary.
- C. Membership may be terminated for just cause after a hearing before the Board of Directors and a majority vote following. Just cause is defined as any violation of the FPDCAAA By-Laws or any violation of Federal and/or State laws or local ordinance violations that result in criminal arrest.
- D. Upon resignation or termination of any member, all property belonging to the FPDCAAA or the Fishers Police Department shall be returned immediately.

### **Article V – Meetings**

- A. Meetings will be held on a quarterly basis. The meetings will be held at the Fishers Police Department training room unless notice is given of a different location. Notice of all meetings will be given in advance to the alumni members.
- B. Special meetings of members may be called by the President or Vice-President acting in his stead. Members shall be notified no less than forty-eight (48) hours in advance of a special meeting.
- C. Nine (9) active members present at any meeting shall constitute a quorum of the FPDCAAA.
- D. The Order of Business at a meeting shall be:
  - 1. Call to Order
  - 2. Reading of Minutes of prior meeting
  - 3. Treasurer's Report
  - 4. Report of Officers

5. Report of Committee Chairs
6. Unfinished Business
7. New Business
8. Adjournment
9. Police Activity/Training

## **Article VI – Office Holders and Duties**

- A. The Office Holders of the FPDCAAA shall be President, Vice President, Secretary, and Treasurer, all of whom are on the Board of Directors. No two offices may be held by the same person at the same time. President and Vice President shall serve a one-year term. There shall be no term limit on the Secretary and the Treasurer. The Vice President shall become President at the end of the current President's one-year term or should the President resign. Office holders shall be elected by members of the FPDCAAA by a majority vote. Duties of the Office Holders are detailed in the Addendum to these By-Laws.
- B. The Board of Directors shall consist of the above-named Office Holders, any Sworn Officers appointed by the Chief of Police, as well as the Chief of Police (as stated in Article II E.).
- C. Every other year, it shall be the duty of the Board of Directors to appoint a member in good standing of the FPDCAAA to serve on the Fishers Police Department Foundation Board of Directors. The person so chosen shall serve for a period of two (2) years. There is no term limit on this position. Should the Fishers Police Department Foundation increase the number of board members to four (4), the Board shall continue to appoint one (1) member in good standing to serve on the Fishers Police Department Foundation Board of Directors. If the Fishers Police Department Foundation increases the number of board members to five (5), then the Board shall appoint two (2) members in good standing to serve on the Fishers Police Department Foundation Board of Directors. If there are six (6) directors on the Foundation Board, the FPDCAAA Board of Directors shall appoint two (2) members in good standing to serve on the Fishers Police Department Foundation Board of Directors.

## **Article VII – Amendments to By-Laws**

These By-Laws shall be binding on all members of the FPDCAAA. Said By-Laws may be amended at any duly assembled meeting of the members by the affirmative vote of the majority of the members constituting a quorum present and voting, provided that no amendment shall be adopted which shall change the nature of the FPDCAAA. No amendments to the By-Laws shall be effective until approved by the Chief of Police of Fishers, Indiana.

## **Article VIII – Disposition of Property on Dissolution**

In event of dissolution of the FPDCAAA or its discontinuance, voluntarily or involuntarily, the property, real, personal, or mixed, belonging to the FPDCAAA, after payment of all outstanding liabilities, shall become the sole property of the Fishers Police Department.

Approved this \_\_\_\_ day of \_\_\_\_\_, 2017

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Mitchell S. Thompson  
Chief of Police, Fishers, Indiana

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James Chrena  
President, FPDCAAA

# **ADDENDUM**

## **DUTIES OF THE OFFICE HOLDERS:**

### **A. President**

- Preside over meetings of the FPDCAAA and the Board of Directors.
- Prepare the Agenda for all FPDCAAA meetings and the Board of Directors meetings.
- Attend all Board of Director's meetings.

### **B. Vice President**

- Assume all powers and duties of the President in the President's absence or resignation.
- Attend all Board of Director's meetings.

### **C. Secretary**

- Record minutes at all Board of Director meetings and maintain a permanent record of same.
- Record minutes at all FPDCAAA meetings and maintain a permanent record of same.
- Present the Secretary report at each FPDCAAA meeting.
- Maintain contact information for all FPDCAAA members.
- Send meeting notices to all FPDCAAA members via email in a timely manner.
- Attend all Board of Director meetings.

### **D. Treasurer**

- Maintain the financial records of the FPDCAAA.
- Be liaison with the Fishers Police Department Foundation.
- Present the Treasurer's report at all FPDCAAA meetings.
- Prepare an annual budget for Alumni member approval.
- Attend all Board of Director's meetings.

Revised: December 7, 2017