

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

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 FPD-CAAA, 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 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 have 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 FPD-CAAA. The person nominated by the Officers and Board of Directors and is approved by majority vote of the active members present.
- E. Under the Articles of Incorporation, the Chief of Police for Fishers, Indiana and (1) sworn Officer appointed by the Chief are members of the Board of Directors by virtue of their offices not subject to elections.
- F. All participants in the FPD-CAAA shall become members by paying annual dues of \$36 per individual or \$62 per family. Dues shall be pro-rated at a rate of \$3 per month for new members immediately joining upon graduating from a Citizens Police Academy class.

Article III-Conduct

- A. No member shall promote or represent themselves on behalf of FPD-CAAA for personal, political, or financial gain.
- B. Inappropriate behavior toward officers and citizens will not be tolerated and may result in termination of membership.

Article IV-Voting, Registration, and Termination

- A. Each member shall be entitled to one vote on each matter submitted to a vote. A member must be present to vote.
- 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 Officers and the Board of Directors, and a majority vote following. Just cause is defined as any violation of the FPD-CAAA By-Laws or any violation of Federal and State laws or local ordinance violations that result in criminal arrest.
- D. Upon resignation or termination of any member, any and all property belonging to FPD-CAAA or the Fishers Police Department, shall be returned immediately.

Article VI-Meetings

- A. Meetings will be held on a quarterly basis. The meetings will be held at the Fishers Police Department training room. Notice will be given in advance to the alumni members.
- B. Special meetings of members may be called by the President or acting President. 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 FPD-CAAA.
- D. The order of Business at meetings shall be:
 - 1. Call to Order
 - 2. Reading of Minutes
 - 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 VIII-Officers and Duties

- A. The Officers of the FPD-CAAA shall be a President, a Vice President, a Secretary, and a Treasurer, all of whom are also on the Board of Directors. No two offices may be held at the same time. President and Vice President shall serve a one-year term. There shall be no term limit on the Secretary and Treasurer. The Vice President shall become President at the end of the current President's one-year term or should the President resign. Officers shall be elected by members of the FPD-CPAAA by a majority vote. Duties of all Officers are detailed in the Addendum to these By-Laws.

- B. The Board of Directors shall consist of the Officers and one FPD Sworn Officer as well as the Chief of Police (as stated in Article II E.)

Article VIII-Amendments to By-Laws

These By-Laws, shall be binding on all members of the FPD-CAAA. 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 FPD-CAAA. No amendments to these 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 FPD-CAAA or its discontinuance, voluntarily or involuntarily, the property, real, personal or mixed, belonging to the FPD-CAAA, after payment of all outstanding liabilities shall become the sole property of the Fishers Police Department; Fishers, Indiana.

Approved this ____ of ____ 2013

Chief of Police, Fishers, Indiana

Attested by

ADDENDUM

DUTIES OF THE OFFICERS:

A. President

- Preside over meetings of the FPD-CAAA and the Board of Directors
- Prepare the Agenda for all FPD-CAAA meetings and Board of Directors meetings
- Attend all Board of Directors meetings

B. Vice President

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

C. Secretary

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

D. Treasurer

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

Revised: September 19, 2013