

# Southern Connecticut Antique Fire Apparatus Collectors

## By-Laws

### **ARTICLE I**

#### SECTION 1

NAME: The name of this organization shall be Southern Connecticut Antique Fire Apparatus Collectors. Herein referred to as SCAFAC.

#### SECTION 2

The principal office of this organization shall be located in Derby, CT at or near which an inventory of all real and personal property owned, leased, or controlled by this organization shall be located and maintained.

### **ARTICLE II**

PURPOSE: The objects and purposes for which SCAFAC is formed shall be exclusively charitable, educational and social within the meaning in section 501(c)(3) of the United States Internal Revenue Code of 1954, as the same may be amended and in particular:

1. To promote interest and appreciation in the restoration, preservation, and operation of fire apparatus, fire fighting equipment, and memorabilia associated to the fire service.
2. To promote interest in matters pertaining to the history of the fire service, fire fighting, and fire prevention; and to assist and cooperate with, and provide essential services for organizations dedicated to the same or similar purpose, no part of the net earnings of which may incur to the benefit of any private individual.
3. To institute and present fire prevention and educational displays.
4. To foster a spirit of friendliness and cooperation among its members, the fire service, and the public.
5. To acquire, own, or lease such real and personal property as may be necessary and proper for carrying out any or all of the foregoing purposes and to enter into and execute such leases, contracts, agreements or other instruments as may be required in respect to such property.
6. In the event of dissolution of the organization, any remaining assets shall be distributed only to such organizations, which are exempt under Section 501(c) 3 of the Internal Revenue Code and promote the fire service.

### **ARTICLE III**

#### Affiliation

This Chapter shall be and hereby is affiliated with the Society For The Preservation And Appreciation Of Antique Motor Fire Apparatus In America (SPAAMFAA).

This Chapter is subject to the Constitution and By-Laws of SPAAMFAA insofar as they prescribe the functions of Regional Chapters and are not in conflict with the By-Laws herein.

## **ARTICLE IV**

MEMBERS: Membership shall be of three classifications:

Active, Affiliate, and Honorary Membership.

### **SECTION 1.**

Active Memberships shall be either an individual or family of good moral character (for these purposes a family shall consist of the immediate family members residing at the same place of residence) who shall pay the required annual dues. An Active Member is entitled to a single vote (regardless of the total number for a family membership). All members voting shall have attained the age of 18. Active Members shall be eligible to hold office, attend and vote at meetings, and should participate in meetings, parades and other functions of the organization whenever possible.

### **SECTION 2**

Affiliate Memberships shall be any fire department or other organization interested in antique fire apparatus, as defined by SPAAMFAA. Affiliate Members shall pay the required annual dues. Affiliate Members shall not be eligible to hold office but may attend meetings, parades and other functions of the organization. An Affiliate Member is entitled to a single vote to be cast by a representative of the affiliate group.

### **SECTION 3**

Honorary Membership shall be comprised of certain individuals who by virtue of their position, could advise and counsel the organization. Acceptance to this category shall be by two-thirds majority vote of all voting members present at a regular meeting. Honorary Members are exempt from paying dues. Honorary Members shall not be eligible to hold office but may attend meetings, parades and other functions of the organization. They may serve on committees, but shall not chair committees and are not eligible to vote at business meetings.

### **SECTION 4**

New members shall be admitted in the following manner: At each regular meeting the name(s) of the applicant(s) may be proposed by a voting member. Applicants will be required to submit a Membership Application Form of the type which is in use at the time of application, along with one years dues. A simple majority vote of all voting members present at a regular meeting shall be necessary for election to membership.

### **SECTION 5.**

Only Active Members and one representative from an Affiliate Membership in good standing who have their dues paid in full and are not in arrears shall be entitled to vote at any membership meeting or November officer elections.

## **ARTICLE V**

### Dues and Assessments

SECTION 1. The annual dues for Active and Affiliate Members shall be determined annually at the regular November meeting and shall be payable on or before the date of January 31 of the following year.

SECTION 2. Memberships shall be terminated if dues are not received by the March meeting of each year.

SECTION 3. Dues paid after October 1 will count as paid for the following calendar year.

## **ARTICLE VI**

QUORUM: Simple majority of all voting members present at a regular meeting shall constitute a quorum.

## **ARTICLE VII**

### SECTION 1.

OFFICERS: The officers of the organization shall be comprised of a President, Vice-President, Secretary, Treasurer and three (3) Trustees. Officers shall be elected by a majority vote of all voting members present at the regular meeting in the month of November. The officers shall assume office at the January meeting following elections and serve a term of one (1) year. A vacancy in any office may be filled at any regular meeting by a majority vote of all voting members present, for the balance of the present term. A member must be in good standing a minimum of twelve (12) months and a member of SPAAMFAA prior to nomination to office. Any officer found either to be failing to discharge their duties or to act in the best interest of the organization may be impeached by a two-thirds vote of all voting members present at a regular meeting (by ballot or voice vote). At the discretion of the above elected officers, any Active Member may be asked to serve as a Corresponding Secretary or Newsletter Editor.

SECTION 2. No member of this organization shall hold more than one elective office at the same time except as otherwise provided in these By-Laws.

SECTION 3. The nominating committee "WILL NOT" accept any method of voting other than voting members present at the regular November meeting.

## **ARTICLE VIII**

### DUTIES OF OFFICERS:

The President shall preside at all regular and special meetings and shall appoint all committees, enforce the observance of the By-Laws and install newly elected officers, trustees and members.

The Vice-President shall assist the President in any way that he/she may direct; and in the absence of the President shall preside and do all acts incumbent on the President to perform. The Vice-President shall perform the duties of the Treasurer in the absence of the Treasurer.

The Secretary shall keep minutes of all regular and special meetings and shall attend to such correspondence as may be required or directed. The Secretary shall keep at all times a complete and accurate list of all members entitled by the By-Laws to vote which may be inspected by any member, for any proper reason, at any reasonable time. When it is anticipated that a two-thirds majority vote of all voting members present at a regular meeting will be required, the Secretary will be required to give written notice to all voting members via minutes of the meeting in which such action was proposed.

The Treasurer shall receive all dues, fees, assessments and donations; may pay all organization debts up to one hundred fifty (150) dollars without formal consent of the membership in open meeting, and pay all other debts that have been approved by membership in open meeting. The Treasurer shall keep accurate record of all receipts and disbursements and present a report at each regular meeting showing the balance on hand. The Treasurer shall be required to surrender all financial books and records of the organization upon request of the Audit Committee. As soon as practical after elections, the treasurer be bonded by the state of Connecticut.

The Trustees shall oversee the coordination of meetings, musters, parades, and management of apparatus that may be owned by the organization. The trustees shall also be responsible to audit the treasury books on an annual basis and hold the responsibility of dissolution.

## **ARTICLE VIX**

Committees

### **SECTION 1.**

All committees shall be appointed by the President.

### **SECTION 2.**

Each committee may consist of at least three (3) members; one of whom shall be Chairman, and all of whom shall be appointed by the President. The President shall serve, at his discretion, as an ex-officio member of all committees. The committee chairman shall be directly responsible to the President and shall give a committee report at each regular meeting. No committee shall involve the organization in any commitment whatsoever until so authorized by a two-thirds vote in the affirmative of the voting membership present at a regular meeting.

### **SECTION 3**

Standing Committee Recommendations:

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|------------------|--|
| Membership:      | Shall review all applications for membership and investigate same as to validity and recommend approval or disapproval to the general membership at a regular meeting. |
| Sunshine:        | Shall report on the health and welfare of any organization member and respond appropriately.   |
| Muster & Parade: | Shall be responsible for planning and coordination of musters, parades and shows.  |

Newsletter: Shall be in charge of preparing and disseminating quarterly newsletters to the membership, either electronically or by mail.

## **ARTICLE X**

### **MEETINGS:**

#### **SECTION 1.**

Regular meetings shall be held on the third Wednesday of each month at (7:00) P.M. Special meetings may be called by the President or in his absence or inability to serve by the Vice President.

#### **SECTION 2**

##### **Order of Business:**

- 1) Pledge of Allegiance
- 2) Roll Call
- 3) Introduction of host representative
- 4) Approval of the minutes of the previous meeting
- 5) Treasurer's Report
- 6) Reports of committees
- 7) Unfinished Business
- 8) New Business
- 9) Reading of communications
- 10) Good & Welfare
- 11) Presentation of guests / speakers
- 12) Adjournment

#### **SECTION 3**

The latest version of Roberts Rules of Order shall decide all questions not covered by this constitution and By-Laws

## **ARTICLE XI**

### **Elections**

#### **SECTION 1.**

In August of each year, the President will appoint a Nominating Committee to nominate candidates for the November election. Nominations will be announced at the October meeting and voting will take place at the November meeting.

## SECTION 2.

There will be no mass nomination of existing officers. All Candidates of any office must be nominated by the Nominating Committee.

## SECTION 3.

The Trustees will be limited to 3 years in office, on a rotating basis. One member will be changed every year.

## ARTICLE XII

### AMENDMENTS:

Amendments to the By-Laws may be presented in writing at any regular meeting but shall not be voted on until the next regular meeting, after the proposed change is posted for all members to review. A two-thirds majority vote of all voting members present at a regular meeting shall be necessary for adoption.

The By-Laws of this organization shall be reviewed at least once every five (5) years by a committee appointed by the President.

## ARTICLE XIII

### Suspension and Expulsion

SECTION 1. Intoxication of a member of the organization while in the line of march, while driving or riding on apparatus shall be sufficient cause for dismissal of such member from the organization.

SECTION 2. Any member may be expelled or suspended for cause by a majority vote of the officers for failure to abide by the By-Laws or any regulations of the organization, for failure to fulfill the duties of a member or officer, for conduct detrimental to the best interests of the organization, or for other good and sufficient cause. Removal shall proceed as follows:

- (a) A petition stating the charge shall be filed with the Secretary.
- (b) A hearing shall be held by the Officers and the Secretary shall notify the member at least seven (7) days prior to the hearing.
- (c) The petitioners shall present their case first, the member shall be heard by the Officers second, and the vote shall then be taken. Two thirds of those voting shall be necessary to expel or suspend a member.
- (d) Should the member whose expulsion is being considered be the Secretary, the Treasurer shall receive and distribute the petition. Should said member be the President, the Vice President shall preside during the proceedings.

SECTION 3. This Article shall not apply to members dropped from the rolls for non-payment of dues or assessments.

SECTION 4. A member expelled shall not be eligible for reinstatement.

## **ARTICLE XIV**

Reinstatement

### **SECTION 1.**

Any member dropped from the roll for non-payment of dues or assessments may be reinstated by the Board, provided the amount of indebtedness at the time the member was dropped shall have been paid, and upon payment for the current year.

## **ARTICLE XV**

Resignations:

Resignations shall be in writing or in person but shall not be accepted if the member is under suspension or is indebted to the organization or has not turned over all property belonging to the organization.

Dissolution:

The organization may be dissolved at any time by a vote of not less than two-thirds of the voting members. In the event of the dissolution of the organization other than for purposes of reorganization whether voluntary or involuntary or by operation of law, none of the property of the organization nor any proceeds thereof nor any assets of the organization shall be distributed to any member of the organization, but after payment of the debts of the organization, its property and assets shall be given to a charitable organization, which promotes the same services, as did this organization and be a charitable organization as identified in 501(c) 3 of the Internal Revenue Code.

## **ARTICLE XVI**

The organization shall not be conducted or operated for profit and no part of the net earnings of the corporation shall inure to benefit of, or be distributed to its members, officers or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distribution in furtherance of the purposes set forth in Article II hereof. No substantial part of the activities of the organization shall be the carrying on of, propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in any political campaign on behalf of any candidate for public office.

Notwithstanding any other provision of these activities, the organization shall not carry on any other activities not permitted to be carried on (a), by an organization exempt from Federal Income Tax under Section 501 (c) (3) of the Internal Revenue Code of 1954 or (b) by an organization contributions to which are deductible under section 170(c) (2), of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue Law).

Revised: April 16, 2016