

Constitution of the Central Calaveras Firefighters' Association

Article 1. Title and Objectives

- Section 1.

This organization shall be known and designated as THE CENTRAL CALAVERAS FIREFIGHTERS' ASSOCIATION (CCFA).

- Section 2.

The objective of the CCFA shall be to assist in the effectiveness of the Central Calaveras Fire and Rescue Protection District (CCFRPD) in the preservation and protection of life and property within the CCFRPD response area.

- Section 3.

The CCFA shall have no authority over or involvement in the daily operations, personnel issues or staffing of the CCFRPD.

Article 2. CCFA Membership

Membership shall consist of Regular Members and Honorary Members.

- Section 1.

All Regular Members of the CCFA shall be either (1) paid or volunteer staff of the CCFRPD (or their immediate family members) or (2) members of the public who reside in the response area of the CCFRPD. Regular Members shall be eligible to vote on all matters put to vote at CCFA meetings.

- Section 2.

CCFA may elect by a two-thirds (2/3) vote of Regular Members present at any meeting as many Honorary Members as it may select. Honorary Members are non-voting participants of the CCFA.

Article 3. Elections of Officers

- Section 1.

Officers of the CCFA shall be elected at the first regular meeting in November of each year by vote of the Regular Members at said meeting, with no absentee ballots counting. Only Regular Members shall be eligible to be elected as officers.

- Section 2.

At the election meeting, any Regular Member can nominate from the floor any Regular Member for any office. Secret written balloting shall take place until a nominee receives a majority vote. If no nominee receives a majority vote on any particular balloting, the next balloting shall be limited to either (1) the nominees who tied for the top vote in the previous balloting, or, if there was no such tie, (2) the nominees receiving the two top numbers of votes in the previous balloting. Once a nominee receives a majority vote, he or she shall then be considered elected.

- Section 3.

Officers shall be elected in the order named: President, Vice President, Secretary, and Treasurer.

Section 4.

Officers shall take office the first day of January following an election.

• Section 5.

Vacancies occurring in term shall be filled per Article 3, Section 1 and 2 during the next regularly scheduled meeting once two days' written notice has been given to all Regular Members.

• Section 6.

The Fire Chief of the CCFRPD shall call for elections Per Article 3, Section 5 should all elected offices become vacant.

Article 4. Meetings and Quorum

• Section 1.

Regular meetings of the CCFA shall be held every other month on the date provided in the Bylaws.

• Section 2.

Special meetings may be held at any time provided CCFA members are provided at least two days' advance written notice. Special meetings may be called by the President whenever necessary or upon application of five members or by the CCFRPD Fire Chief.

• Section 3.

The CCFA shall not at any time endorse or recommend any candidate for any political office, nor shall political or religious issues be discussed or voted upon at any meeting of the CCFA.

• Section 4.

Quorum, or the minimum number of Regular Members required to be present to conduct business, shall be one half of the average attendance of the preceding three regular meetings.

Article 5. Candidate for Membership

The President shall investigate and approve all proposed candidates for membership prior to submitting them to the CCFA for approval of their candidacy by majority vote of those present at any regular meeting.

• Section 1.

All candidates for Regular Membership shall be eighteen (18) years or older and shall either be (1) paid or volunteer active staff of the CCFRPD (or their immediate family members) or (2) members of the public who reside in the response area of the CCFRPD.

Article 6. Withdrawal

• Section 1.

Application for withdrawal from the CCFA shall be in writing and the Member shall be entitled to honorable discharge providing that all fines against him or her are paid and all property belonging to the CCFA and the CCFRPD have been returned to the proper delegate.

Article 7. Expulsion

It shall be the duty of the President to request the withdrawal or recommend the expulsion of Members whose actions as Members are detrimental to the CCFA or the CCFRPD or whose lack of participation without reasonable cause weakens the efforts of the CCFA.

- **Section 1.**

Any Regular or Honorary Member may be expelled from the CCFA by a two-thirds (2/3) vote of members present at any regular meeting, subject to section 2 of this article.

- **Section 2.**

No member shall be expelled unless he or she receives in writing from the Secretary a notice of the reasons for expulsion and the date and place said reasons are to be considered at least two weeks prior to the meeting.

Article 8. Dues, Fines, and Deposits

Membership dues of all Regular and Auxiliary members of this organization shall be established in the Bylaws. Membership dues shall be payable in January of each year or once a new member is confirmed.

Article 9. Recognition of Authority

All Members shall recognize the authority and obey the orders of the Fire Chief or his designees during all fires, drills, and when using any equipment or property belonging to the CCFRPD.

Article 10. Parliamentary Authority

Robert's Rules of Order, the latest edition, shall govern the organization in all applicable cases that are not inconsistent with this Constitution or the CCFA Bylaws.

Article 11. Written Notices

For purposes of this Constitution, a person has received written notice if he or she has received notice in a document transmitted by hand, by the United States Postal Service, or by e-mail addressed to the e-mail address that person has on file with the CCFRPD or the CCFA.

Article 12. Dissolution

Upon dissolution of the CCFA, any unexpended funds shall be expended on equipment for the CCFRPD, at the direction of the CCFRPD Fire Chief.

Article 13. Bylaws

Bylaws may be passed, amended or repealed by a two thirds (2/3) vote of the Regular Members present at any regular meeting.

- **Section 1.**

All proposed Bylaws shall be submitted in writing by the sponsoring Regular Member prior to

being moved and seconded.

- Section 2.

A copy of any Amendment adopted shall be attached to the Bylaws, with a copy sent to each CCFA Member. Each copy of any Amendment adopted shall show the date of the meeting when it was adopted, the votes cast, and the certification of the Amendment by the signatures of the President and Vice President. Simultaneous multiple amendments can be attached as a reprinting of the entire Bylaws with the amendments included.

Article 14. Amendments

This Constitution may be amended at any regular meeting by two thirds (2/3) vote of Regular Members present provided that:

- The proposed Amendment has been properly moved, seconded, and submitted in writing.
- At least two weeks' written notice and the full text of the proposed Amendment have been given to all Regular Members.

- Section 1

A copy of any Amendment adopted to this Constitution shall be attached to the original Constitution and posted online at centralcalaverasfirefightersassoc.org. Simultaneous multiple amendments can be attached as a reprinting of the entire Constitution with the amendments included.

- Section 2.

Each copy of any Amendment adopted shall show the date of the meeting it was adopted, the votes cast, and the certification of the Amendment by signatures of the President and Vice President.

Attest: the foregoing amended version is the current Constitution of the Central Calaveras Firefighters Association. This Constitution was adopted at the March 6, 2014 meeting of the CCFA and was adopted by a vote of 17 ayes, 0 nays, and 0 abstentions.

Charles Lee Williams

Dated: 3-6-14

President

[Signature]

Dated: 3/6/14

Vice President

***Amendment to
Constitution of the
Central Calaveras Firefighters' Association***

Section 2 of Article 1 of the Constitution of the Central Calaveras Firefighters' Association is amended to read as follows:

• Section 2.

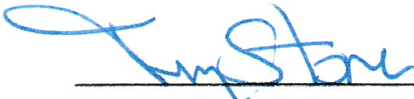
The objectives of the CCFA shall be (1) to assist in the effectiveness of the Central Calaveras Fire and Rescue Protection District (CCFRPD) in the preservation and protection of life and property within the CCFRPD response area, and (2) to pay assets over to other organizations that are described in section 501(c)(3) and are exempt from taxation under section 501(a) of the Internal Revenue Code.

Attest: the foregoing amendment to the Constitution of the Central Calaveras Firefighters Association was adopted in conformance with article 14 of that Constitution at the May 4, 2016 meeting of the CCFA and was adopted by a vote of 20 ayes, 0 nays, and 0 abstentions.



President

Dated: May 4, 2016



Vice President

Dated: May 4, 2016

Bylaws of Central Calaveras Firefighter's Association

The Bylaws of the CENTRAL CALAVERAS FIREFIGHTER'S ASSOCIATION (CCFA) shall be carried out in accordance with the Constitution of the CCFA.

Article 1. Membership and Attendance

Membership shall be governed as defined in the Constitution of the CCFA.

Once a Member has been elected, he or she shall be allowed to vote at regular meetings.

Any member having three unexcused absences in any one quarter or exhibiting behavior deemed inappropriate by majority vote of the membership or by the Central Calaveras Fire Protection District (CCFRPD) Fire Chief may have their membership suspended, be asked to resign, or be expelled. A suspended Member may, at any regular meeting request the Board reconsider them for membership. Should the Board consider the request: the suspended Member will be considered for membership under the terms stated in Article 7 of the CCFA Constitution.

Article 2. Reports

The Secretary will submit the meeting minutes to the CCFA at each month for the preceding month. The meeting minutes from each monthly meeting will also be posted on centralcalaveras.org within ten days of the regular monthly meeting.

The Treasurer will submit a Treasurer's Report to the Members on a monthly basis at each regular monthly meeting detailing the cash position of the CCFA accompanied by a monthly bank statement. The Treasurer's Report will also be posted on the CCFA website (www.centralcalaverasfire.org) as an attachment to the meeting minutes, as submitted by the Secretary, within ten days of the regular monthly meeting.

Attachments to the Treasurer's Report shall include:

1. A Fiscal Year-To-Date Balance Sheet
2. A Fiscal Year-To-Date Profit and Loss Summary
3. A Fiscal Year-To-Date Budget versus Actual Cost Summary
4. A copy the current monthly bank statements
5. A current list of transactions for the period of time between regular monthly meetings

The Treasurer will provide upon request from any Member, a detailed Financial Report of any/all accounts to the membership within 48 hours.

Article 3. Committees

All Committees of the CCFA shall be appointed by the President and their term of office shall be for the period of one year or less if terminated by action of the Board.

Article 4. Dues

The annual Membership Dues for the CCFA shall be \$1.00. This amount is subject to change as recommended by the Board of Directors (Board); dues are payable at the first regular meeting of the calendar year or upon acceptance of a new Regular Member.

Should any Member not pay their dues by the third regular meeting of the calendar year, their membership shall be considered inactive. If said Member wishes to reinstate his or her membership, they must at a regular meeting request consideration for membership by the Board, during which time the inactive Member will be reconsidered for active membership as defined the CCFA Constitution

Article 5. Meeting Time and Location

The CCFA will meet bi-monthly (July, September, November, January, March, May) at 6:30 PM on the first Wednesday of the month.

Article 6. Changes to Bylaws

Changes to the Bylaws shall be passed by two-thirds (2/3) vote of the Regular Members present at any regular meeting.

All proposed changes to the Bylaws must be submitted in writing by the sponsoring Member prior to being moved and seconded.

Each copy of any Amendment adopted shall be attached to the Constitution and Bylaws and a copy shall be sent to each Member and posted on centralcalaverasfire.org. All copies of any Amendment adopted shall show the date of the meeting(s) it was adopted, the votes cast, and the certification of the Amendment by the signatures of the Board.

These Bylaws may be amended, altered, repealed, or added to by an affirmative vote of no less than two-thirds (2/3) of the Members.

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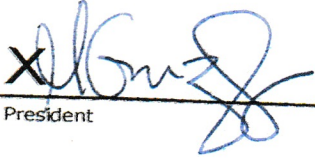
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These Bylaws may be amended, altered, repealed, or added to by an affirmative vote of no less than two-thirds (2/3) of the Members.

Attest: The foregoing Bylaws of the Central Calaveras Fire Fighters Association were adopted at the July 6th, 2011 initial meeting of the CCFA and adopted by a vote of ____ ayes, ____ nays, and ____ abstentions.

X 

President

X

Vice President