

Warwick Firefighters Retirees Association

CONSTITUTION

ARTICLE I

Name and Corporate Seal

Section 1. The name of this association shall be the **Warwick Firefighters Retirees Association**.

Section 2. The Seal of this association shall be as follows: “**Warwick Firefighters Retirees Association** incorporated in Rhode Island 2008.”

ARTICLE II

Objects of the Association

Section 1. To fraternally unite all retired Warwick Firefighters in an effort to foster good fellowship and to improve the general welfare of the members of this association by endeavoring at all times to protect and improve their pension and benefits due them for their honorable service to the City of Warwick and its citizens.

Section 2. To engage in supporting Local 2748, IAFF in their efforts to improve the working conditions of active firefighters and their families and support fund raising efforts, both for the betterment of the community and our retired members.

Section 3. To establish a **Legal Contingency Fund** for the purpose of defending the pension rights granted to all members of this association. The funds for this purpose will be voluntarily submitted by the membership and kept separate from the general revenue.

Section 4. Funds from the **Legal Contingency Fund** may only be authorized for use by a vote taken at a regular monthly meeting and must be posted one meeting before such vote. Every effort will be made to notify the members not readably able to attend monthly meetings due to distance or illness. Posting shall also be done by means of both newsletter and by our website.

Section 5. Approval of spending must be met by the approval of the executive board and by 51% of those voting.

Section 6. Membership dues and donations, other than collected specifically for donations to civic organizations, or for financial relief of a retired member or active member, or their family shall be strictly used for use for the following:

- A. Funeral donations
- B. Publication of newsletter or website

- C. Clerical supplies
- D. Miscellaneous expenses that promote and support activities promoting the welfare of this Association.

ARTICLE III

Membership in the Association

Section 1. Membership of this Association shall consist of retired members of the Warwick Fire Department.

ARTICLE IV

Government of the Association

Section 1. The government of this association shall be vested in its officers and members.

Section 2. The officers of this association shall consist of a President, Vice-President, Secretary and Treasurer who shall be elected in compliance with the By-Laws of the Association to serve for a term of two (2) years or until their successors have been duly elected and officially installed.

Section 3. The By-Laws of this Association shall provide for succession in office and for the filling of vacancies.

Section 4. No member of this Association shall be allowed to hold more than one office or elected position at the same time.

Section 5. No member of the Association shall, other than the President and elected officers of the Association contact the Association Lawyer without prior authorization of the Executive Board.

ARTICLE V

Meetings of the Association

Section 1. This Association shall hold a bi-annual meeting for the election of Officers, elected Committees, and the transaction of other general business of the Association.

Section 2. This Association shall hold monthly meetings with the exception of the months of July and August. Special meetings shall be called by the President of the Association by a written request of a minimum of ten (10) members in good standing. Upon receipt of a request for a special meeting the President shall post on our web-site and make notice by mailing that a special meeting shall be held with twenty (20) days of the posting.

ARTICLE VI

Amendments to the constitution and By-Laws

Section 1. Any amendment to this Constitution or to the By-Laws of this Association shall be proposed in writing and presented at a regular association meeting.

Section 2. When such proposed amendment is presented at a regular meeting it shall be referred to the By-Law Committee.

Section 3. The By-Law Committee shall post copies of the proposed amendment on our website along with posting of proposed amendment in our newsletter. Proposed amendment will be acted upon at a regular meeting or at a prior special meeting called for the specific purpose of acting upon said proposed amendment.

Such notice shall include the time and place of said meeting. The By-Law Committee shall post copies of proposed amendment and notice of meeting at least twenty one (21) days prior to the meeting when it is to be acted upon.

Section 4. It shall require the affirmative vote of two-thirds (2/3) of the members present and voting to adopt an amendment to the Constitution or By-Laws.

Section 5. No amendments of or revisions to the Constitution or By-Laws of this Association can be introduced or voted upon without complying with Section 1, 2, 3 and 4 of this Article.

By-Laws ARTICLE 1B

Active Member

Section 1. An active member of this Association shall be any retired Warwick Firefighter who is up-to-date on their dues. Only up-to-date dues paying members shall be allowed to vote at any regular or special meeting.

ARTICLE IIB

Dues

Section 2. There shall not be any special dues or initiation fee on becoming a member of this Association. It shall be the policy of this Association to encourage all retired

Warwick Firefighters to participate in the social activities and the benefits due them for their honorable service to the City of Warwick. Dues shall be kept to a minimum in order to promote membership in this Association.

Section 3. Membership dues for active members of this Association are Ten (\$10.00) dollars a year.

Section 4. Any member in good standing of this Association who is experiencing conditions of hardship due to sickness or monetary considerations shall be eligible to have his/her dues suspended at any regular or special meeting of this Association by a majority vote of the members in good standing, present and voting.

Section 5. Special assessments shall be levied, if found necessary upon the approval of the general membership at either a regular or special meeting of the Association. Approval must be approved by two-thirds (2/3)of those in attendance.

ARTICLE IIIB

Officers of the Association

Section 1. President: The President shall have general supervision of the affairs of the Association; he/she shall preside at all meetings of the Association, preserve order and decorum and decide all question of order subject to appeal. By virtue of his/her position he/she shall be EX-OFFICIO, a member of all committees. He/she shall together with the Secretary, sign all contracts, agreements or other instruments that may be authorized by the Association.

The president is empowered, at his/her discretion, to require all officers and appointed committees of the Association to submit written monthly reports to the Association.

Section 2. Vice-President: The Vice-President shall perform all the duties of the President during his/her absence or disability.

In the absence of both the President and the Vice-President the duties of the President shall descend to the Secretary and in the event of the Secretary's absence, to the Treasurer.

Section 3. Secretary: The Secretary shall attend all meetings of the Association and keep an accurate record of all proceedings. He shall sign, together with the President, all contracts, agreements or other instruments that may be authorized by the Association. He/she shall give reasonable notice of all meetings of the Association stating the time, place and purpose thereof. He/she shall also keep accurate records of all members of the Association. The Secretary shall have custody of all books and records belonging to the Association. He/she shall deliver to his/her successor all the property in his/her possession, belonging to the Association.

Section 4. Treasurer: The Treasurer shall be the custodian of all monies and securities of the Association, and shall keep regular books of account, and balance the same each month. He/she be EX-OFFICIO a member of the Legal Contingency Fund. He/she shall sign all checks and instruments as required his/her signature and shall perform all the duties of his/her office. He/she shall be bonded in the sum of \$20,000.00 by a surety company authorized to do business in Rhode Island and approved by the Association. He/she shall keep an accurate account of all money received and deposited, and all disbursements made. At the January monthly meeting, and at such other times as the Association may require, make a full report of all business done by him/her of the financial condition of the Association. He/she shall deliver to his/her successor all money, property, or evidence of property in his/her possession, belonging to the Association.

Section 5. Election of Officers: The Officers of this Association shall be elected by either a written ballot or a vote by hands for a period of two (2) years, or until their successors has been elected and duly installed.

At the time of elections, first meeting in January, the President shall appoint a Moderator, if there is determined that there will be written ballots, to collect and count the ballots. The moderator shall select two (2) Tellers to distribute, collect and count the ballots.

Special Elections

Whenever a vacancy occurs in any elective office or elective committee of this Association, the President shall declare the office vacant and instruct the Secretary to notify all members by the use of our website or our newsletter of the vacancy and that a Special election will be held at the next regular meeting of the Association to fill the vacant office.

ARTICLE IVB

Meetings of the Association

Section 1. Monthly Meetings: The regular monthly meeting of the Association shall be held, when possible on either the first or second Monday of each month at 750 Warwick Avenue, Warwick, Rhode Island. There will be no scheduled meetings for the months of July and August.

Section 3. Special Meetings: The President shall call special meetings whenever he/she deems it necessary or upon written request of at least ten (10) members of the Association.

Section 4. Notice of Meetings: Notice of meetings shall be posted on both our website and newsletter. Whenever possible three or more upcoming meetings will be posted in advance on both our website and newsletter.

Section 5. Quorum: Nine (9) members of the Association in good standing shall constitute a quorum for the transaction of business at all meetings of the Association.

ARTICLE VB

Fiscal Year of the Association

Section 1. The Fiscal year of this Association shall begin on the first (1st) day of January and shall end on the thirty-first (31st) day of December.

Committees of the Association

Section 1. Legislative Committee: The President with the consent of the membership shall appoint three (3) members, who are members in good standing to serve on the Legislative Committee. At the end of each calendar year they will render their resignation and may either be reappointed to the Legislative Committee or be replaced by the President with the consent of the members in attendance at the December meeting. Any members of this committee may be removed from the committee for misconduct or non-performance of his/her duties. Such removal shall require the vote of the members at a regularly scheduled monthly meeting.

This committee shall, with the approval of the membership, prepare and present all legislation that will require the need for legal representation to protect the interest of the Association.

Section 2. The President shall appoint a chairman whose duties shall be to call meetings of the Legislation Committee when called upon.

ARTICLE VIB

Order of Business

- A. Roll Call**
- B. Reading of minutes of previous meeting**
- C. Report of Committees**
- D. Bills and Communications**
- E. Elections and Appointments**
- F. Unfinished business**
- G. New Business**
- H. Good of the order**
- I. Adjournment**