

CONSTITUTION
of
FRATERNAL ORDER OF POLICE
KANSAS CITY, KANSAS
LODGE #4

Revised May 1999

ARTICLE 1 Name

This organization shall be known as the Kansas City, Kansas, Lodge Number Four (4) of the Fraternal Order of Police.

The local right to authorize control, and restrict the use of the name and insignia of the order shall lie exclusively with the Board of Directors.

ARTICLE 2 Character

Section 1. The Fraternal Order of Police is an organization consisting of Police Officers, meaning full-time paid law enforcement officers, in the City of Kansas City, Kansas.

Section 2. The Fraternal Order of Policed is strictly non-sectarian, and shall have no affiliation, directly or indirectly, with any labor union, congress, federation, or committee of like nature, or political action committee or similar organization, by whatever name known.

The Fraternal Order of Police shall not strike, or by concerted action cause a cessation of the performance of the police duties, or induce members or other lodges to do likewise. The penalty for such action by any member shall be immediate expulsion from the Fraternal Order of Police.

Section 3. This Constitution shall be the fundamental laws of the order, together with the by-laws enacted in conformance therewith and the rituals adopted at the national conferences shall govern the conduct of this Lodge.

ARTICLE 3 Membership

Section 1. The membership of the Lodge shall consist of active, honorary, and associate members. All permanent police officers employed by the City of Kansas City, Kansas will be eligible for active membership. Effective May 1, 1967 applicants must have six (6) months active service with this particular law enforcement unit to be eligible to make application. Members of the Police Cadet Unit (upon reaching 21 years of age) will be allowed to credit their active service towards this requirement. Race, creed, religion or sex shall not be a bar to membership.

Section 2. There shall be three classes of membership: Active, Honorary, and Associate. Active membership shall be comprised of regularly appointed Police Officers and retired Police Officers of the City of Kansas City, Kansas.

Honorary membership shall be comprised of meritoriously retired regularly appointed Police Officers who have withdrawn from active membership after retirement.

The Associate Lodge membership shall consist of such worthy persons who may not be eligible as active members of the lodge, but who desire to be associated with the Lodge to assist in forwarding the aims of the organization of the Fraternal Order of Police.

Section 3. Any member, who may resign from active duty, may retain his membership as long as he remains in good standing.

Section 4. Active members who are dismissed from the police service on charges which are subsequently sustained in legal proceedings or who do not contest the decision of the dismissing authority, automatically forfeit their membership of the order and shall no longer participate in any right or benefits of the Lodge.

ARTICLE 4 Application for Membership

Section 1. All applications for active membership shall be submitted to the secretary in writing. If the applicant is acceptable, his application shall be read at three separate regular meetings and shall then be balloted upon for membership.

A majority vote by members present against the applicant shall constitute rejection. Any applicant for membership who has been duly voted upon by the Lodge and rejected shall have his initiation fee and first months dues refunded to him at the earliest possible date and said applicant shall not then be eligible to re-apply for membership to this Lodge until six months have elapsed.

Section 2. Any person who is a member of this Lodge shall conduct himself, at all times, on and off duty, in a manner that will not bring discredit upon this Lodge or the Kansas City, Kansas Police Department. Any business having to do with this Lodge will not be discussed openly outside of regular meetings and never in or about the presence of any other person not being a member. All members of this Lodge of the Fraternal Order of Police shall abide by these rules.

ARTICLE 5 Dues and Assessments

Section 1. The Lodge shall be empowered to levy an initiation fee, and a monthly dues assessment.

Section 2. The dues of this Lodge shall be payable in advanced to the Secretary or Treasurer of this Lodge.

Any member delinquent in payment of dues for a period of sixty days shall forfeit all rights, privileges and benefits accorded to members in good standing of the Lodge, and after ninety days, shall be dropped without notice.

Section 3. Any member delinquent or suspended, may be reinstated and restored to good standing by the payment of all amounts due, and, in addition thereto, the payment of dues for the whole of the current year in which such reinstatement is made.

ARTICLE 6 Meetings

Section 1. This Lodge shall hold one regular meeting per month, day and time of meeting to be prescribed in the By-Laws.

Section 2. Special meetings of the Lodge shall be called by the President of the lodge or upon written request of the Board of Directors or any twelve member in good standing of the Lodge. The reason for a special meeting shall be specified in the notice calling the meeting and no business shall be transacted except for the reason that the meeting was called.

Section 3. For the transaction of any business at a regular or special meeting of this Lodge, there shall be required a minimum of twelve member in good standing present, which shall constitute a quorum for this Lodge.

ARTICLE 7 Officers

Section 1. The Board of Directors, or Officers of this Lodge shall be composed of

- A. President
- B. Immediate Past-Presidents
- C. Vice-President
- D. Secretary
- E. Treasurer
- F. 2nd Vice-President
- G. Sergeant at Arms
- H. Board of Trustees, consisting of three members
- I. Parliamentarian
- J. Chief Lodge Steward
- K. Chaplin

All officers, excepting Past-Presidents, Parliamentarian, Chaplain, and State or National Officers shall be elected by ballot. Only members in good standing shall be entitled to vote in any election of this Lodge. The Officers of this Lodge shall be nominated at the regular meeting in November of each odd-numbered year.

The Officers of this Lodge shall be elected at the last meeting in December of each oddnumbered year, and shall hold office for two years, except that the term of the board of Trustees shall be for three years and one member shall be elected each year.

Ballots shall be mailed out to each member in good standing by an election committee and the Secretary of the Lodge.

Newly elected Officers shall be installed at the first meeting in January of each evennumbered year.

Officers absent shall be installed at the second regular meeting, and if absent at the third regular meeting, the office shall be declared vacant, and his successor selected in regular form. Section 2. Any member in good standing who has been a member of this Lodge for a period of one year or more, provided member has attended six regular meetings in the last twelve (12) months immediately preceding the holding of said election, shall be eligible as a candidate, for any office of the Lodge, or as a delegate to the State or National conference, if so qualified as provided in the By-Laws of this Lodge.

Section 3. Duties of Elected Officers.

President: The President is the Chief Executive officer of the order and shall preside at all meetings and shall preserve order and decorum. He shall carefully supervise the affairs of the Lodge and its labor for usefulness and efficiency. He shall fill all vacancies in office caused by death or resignation unless otherwise provided for. He shall sign all official documents of the Lodge and shall perform all other business of the Lodge which by custom pertains to the office of the President. With the assistance of the Parliamentarian, he shall enforce a strict compliance with the Constitution and By-Laws of the Lodge n all actions.

The President shall appoint a chaplain who will look after the religious and spiritual needs of the membership. The Chaplin may attend the meetings of the Board of Directors but will have no authority to vote upon matters before the board.

The President may not take an active part in debate without consent of the majority of members present.

The President shall convey all unfinished business of the order to his successor, together with any Lodge records, money or property.

Vice-President: The Vice-President shall appoint minority members of committees. In the absence of the President, he shall fulfill the duties of that office.

Secretary: The Recording Secretary shall keep a correct record of the membership roll and of all transactions of each meeting of the Order, attest all money orders, on the Treasurer and record same in a book to be known as the book of Records, together with the Minutes to be entered therein, before the meeting following that of which they are a record, and they shall be read from the Book for approval.

The Secretary shall keep another book and record therein all amendments to the constitution and by-Laws, said book to be known as the Amendment book, which is to be given to the proper committee for reference when revising the Constitution and By-Laws. He shall, whenever the Lodge deems it necessary, send an informational letter pertaining to the activities of the Lodge to all members.

At the expiration of his term in office, the Secretary shall give a correct report of the business of his office and turn all property and records to the Order and to his successor.

Treasurer: The Treasurer shall receive and take charge of all monies belonging to the Order, deposit same in a bank named by the order, keep an accurate account of all monies received and expended, credit each special fund with such sums as accrue thereto and report to the Order at the first regular meeting of each month. At the last regular meeting in the month of June and December of each year, he shall give to the Auditing Committee correct account of all monies in his possession, together with the books, papers and receipts belonging to the office, and at anytime when ordered by the President, he shall deliver all monies, books, papers, and receipts to the Secretary and Trustees. The Treasurer shall deliver to his successor in office all books, records, money, and other property in his possession belonging to the Order. After installation of officers at each term, the Treasurer, President, Secretary, and Majority of the Trustees shall determine the correct amount of money in the bank to the credit of the Order, the same not be drawn unless by the order of the Lodge, signed by the President, Secretary, and Treasurer.

The Treasurer shall give bond to the Order, to be designated at the discretion of the board of Trustees, said bond fee to be paid for by the Lodge.

2nd Vice-President: The Conductor shall examine all cards, take the pass word, see whether all present are entitled to remain in the Lodge room or hall, and report the same to the President. He shall conduct candidates through the initiation ceremony and introduce them to members of the Order.

Sergeant At Arms: The Sergeant at Arms shall have charge and control of the conference hall or meeting place. He shall permit only qualified persons to enter or remain. He shall assist the 2nd Vice-President in the execution of such duties as the President may order.

Trustees: The Trustees shall have charge of all properties of the Lodge. They shall designate the amount of bond for the Treasurer and approve the same, and examine the Treasurer's bank book and see that all monies are deposited in the name of the Order. They shall audit the books of the Lodge every six (6) months. They shall perform all other necessary duties not otherwise specifically provided for by the order of the Lodge.

Chief Lodge Steward: The duties of the Chief Lodge Steward shall consist of handling all grievances filed by the Lodge or its members and give full attention to the complaints of the Lodge members. The Chief Lodge Steward will be given the time necessary while on duty with the Police Department to file, investigate, and research each grievance, as well as assisting the President in the smooth operation of the Lodge.

The Board of Directors, shall also serve as a grievance committee to hear any charges of complaints against the conduct of the Lodge, or any of its members. The board shall investigate all such complaints properly brought to its attention, and shall make a report of its findings and recommendations to the Lodge within thirty (30) days of the signing of such complaints. They shall also be authorized to carry on all special business of the Lodge between meetings and may direct the Secretary to call a special meeting if deemed necessary for the good of the Order.

Parliamentarian: The Parliamentarian shall advise the President upon points of order, compliance with the Constitution and By-Laws when conflicts arise and shall serve at the pleasure of the President.

Chaplin: Who is appointed by the President and shall look after the religious and spiritual needs of the membership. The Chaplin may attend the meetings of the Board of Directors but will have no authority to vote upon matters before the Board.

State or National Officers: Shall be allowed to attend the Board of Directors Meetings but will have voice but no vote. The State Trustee will be selected in even years by the delegates and alternates who attend the annual state conference in even years.

ARTICLE 8 Committees

Standing Committees shall be appointed at the first meeting of each year by the incoming offices and shall serve throughout the year or until relieved by the President. The number of persons on each committee shall be determined by the Lodge, unless provided for by the Constitution and By-Laws of the Order.

Section 1. The Legislative Committee: This Committee shall be charged with the duty of keeping informed on all legislation or proposed legislation which may concern the Order or its members. They shall report to the Lodge at each regular meeting.

Section 2. The Constitution and By-Laws Committee: This Committee shall be composed of five (5) members, appointed for a term of one (1) year when the new officers are installed. The committee shall review all proposed amendments to the Constitution and By-Laws of the Order before being presented to the Order for proposed adoption.

Section 3. Sick Committee: This committee will consist of the Vice-President and the Chaplain and shall visit any member who is off-duty due to sickness or injury and shall report to the Lodge on their welfare. The Committee shall have the authority to send flowers, or other tokens of goodwill or respect, to sick members, or to the families of those who may have passed away, and shall make recommendations on any outstanding case of need or misfortune which may have befallen any member of the Lodge or his family.

Section 4. Press Committee: The Press Committee shall consist of the President, VicePresident, and Secretary. This committee shall release all publicity concerning the Lodge; no individual member shall be authorized to release or publish any information concerning the Order, unless given written consent by the above officers.

Section 5. Entertainment Committee: The Entertainment Committee will consist of the Sergeant At Arms and the 2nd Vice-President and shall plan and conduct all social functions, parties, and picnics and provide entertainment and refreshments for the members of the Lodge and their families and friends.

Section 6. Auditing Committee: The Auditing Committee shall consist of the Board of Trustees; they shall cause the books of the Lodge to be audited every six months and shall release a report to the Lodge of its financial condition after each audit.

Section 7. Grievance Committee: The Grievance Committee shall consist of the Board

of Directors. Any member having a grievance against any other member or members may file a complaint with the Grievance committee stating in his complaint the violation of the Rules or By-Laws allegedly committed by the member so charged. The Grievance Committee shall provide the member or members so charged with a copy of the charges in writing, and shall in ten (10) days conduct a hearing and shall thereafter submit a full report of its findings and recommendations for action to the Lodge in a regular meeting, or in a special meeting called for that purpose. The recommendation of the Grievance Committee shall not be binding upon the Lodge.

Section 8. Finance Committee: The Finance Committee shall be composed of the Treasurer and four (4) members appointed for a term of two (2) years by the President when the new officers are installed. This committee shall assist the Treasurer in monitoring the state of the Lodge finances and investigate and make recommendations to the Board of Directors concerning financial matters.

Section 9. Fact-Finding Committee: The Fact-Finding Committee shall be composed for four (4) members, appointed by the President for a term of one (1) year and appointed in January of each year. Their duties will include, but will not be limited to, investigative research concerning questions brought before the Board of Directors. This committee will report their findings only to the Board of Directors.

Section 10. Special Committees: Unless otherwise provided for, special committees shall be appointed in the regular manner as the need shall arise for the Body to perform particular duties outside of the province of the Standing Committees. They shall be dissolved upon the completion of the duties assigned them.

ARTICLE 9 Rights, Benefits, and Privileges of Members

All Active Members of the Lodge in good standing shall be entitled to the following rights, benefits and privileges:

Section 1. To attend all regular and special meetings: to take part in all discussions and debates concerning the business and welfare of the Lodge.

Section 2. To vote upon applications for membership and reinstatement, and upon questions coming regularly before the Lodge.

Section 3. To receive advice of the Lodge Attorney upon any matter concerning his rights, duties, or obligations as a member of the Police Department, and to receive the services of the attorney at a trial or hearing if recommended by the board of Directors. In no event shall the Lodge be liable for attorney fees of a member unless such legal services are recommended to be furnished by the Board of Directors.

Section 4. Upon the death of any member of good standing who is serving on the regular payroll of the Police Department, the designated beneficiary of the member shall be entitled to the payment of the sum of \$15,000.00 from the insurance policies of the Lodge, provided that this amount may be raised or lowered by the regular vote of the Lodge at any meeting when application is not pending before the Lodge.

Provided, members of the Order who are retired from service and are on the Police pension retirement payroll, shall be entitled to participate in the above mentioned benefits. Provided, members of the Order, in order to receive this entitlement, must be a member in good standing of the Order for five (5) uninterrupted years prior to his/her retirement.

Section 5. All members of the Kansas City, Kansas Police Department who shall take a temporary leave of absence, or by reason of economy shall be laid off the Department, shall be given a withdrawal card and shall not participate in any of the above-mentioned benefits while separated from the regular Police Department. Such member, upon return to the Police Department, may be reinstated to active status and shall again participate in all rights, benefits and privileges of the Lodge.

Section 6. Any member of the Order who shall resign from the Police Department may apply for a withdrawal card subject to the approval of the Board of Directors.

Section 7. Any questions arising as to eligibility for participation and benefits under this section shall be referred to the board of directors for investigation. The board of Directors shall make such investigations as they deem requisite and shall make a recommendation to the Lodge as to the action to be taken on such question.

ARTICLE 10 Resignations

Section 1. All officers of the Lodge except the Treasurer, Secretary, and Trustees, shall have the privilege of resigning at any time, providing no charge concerning Lodge activities exist against them. The Treasurer, Secretary, and Trustees shall present their resignations in writing one meeting previous to their being acted upon, and if the Auditing Committee reports their accounts correct, their resignations will be accepted, provided no charges exist against them.

Section 2. Any elective officer may be impeached for infringement of provisions of the Constitution or By-Laws; all charges shall be referred to a Committee of five. It shall require a majority vote to order the trial of an officer on charge preferred.

The verdict shall stand unless appealed to and reversed by the Grand Lodge. Any member preferring charges against another member for the purpose of maliciously or otherwise injuring such member or officer shall be liable to fine or suspension. The trial Committee of five shall be elected by ballot and all charges shall be made in writing and proper notice be given the accused. Any violation of the Constitution or by-Laws of the Lodge, or exposing any of the secrets of the Lodge shall be sufficient grounds for suspension.

ARTICLE 11 Ladies Auxiliaries and Associate Lodges

Section 1. The Fraternal Order of Police, Lodge Number Four, recognizes, validates, and acknowledges a Ladies auxiliary and an Associate Lodge. Such Lodges shall be subject to the - control and supervision of this Lodge and shall conform to and be governed by this Constitution and the By-Laws thereof.

ARTICLE 12 Amendments to the Constitution

Proposed amendments to this Constitution shall be submitted in writing to the Secretary of the Lodge, who shall refer said proposed amendment to the Constitution and by-Laws Committee, who shall act upon the proposed amendment, and submit it to the Lodge where it shall be read at three regular meetings and voted upon by the Lodge after the third reading. A two-thirds vote of the majority of members present shall be required for acceptance or adoption of any proposed amendment. Upon adoption, the proposed amendment shall become a part of this Constitution.

ARTICLE 13 Parliamentary Procedure

Section 1. Except as provide in the Constitution and by-Laws, "Roberts Rules of Order" shall govern the conduct and deliberations of the meetings of this Order.

ARTICLE 14 Official Ritual

Section 1. There shall be an Official Ritual of the Order which shall be known as the Fraternal Order of Police Ritual.
BY-LAWS FRATERNAL ORDER OF POLICE KANSAS CITY, KANSAS LODGE #4

Revised May 1999

ARTICLE 1 Membership

Section 1. Member in good standing is hereby defined to be a member who has paid all dues and assessments due the Lodge, or who is not more than thirty (30) days in arrears in payments as of the date specified for the payment thereof.

Section 2. Any member in good standing who has been a member of this Lodge for a period of one year or more, provided said member has attended six (6) regular meetings in the last twelve (12) months immediately preceding the holding of said election, shall be eligible as a candidate for any office of the Lodge, or as a delegate to the State or National Convention.

Section 3. Any member in good standing who is on a frozen shift that prohibits attendance at the regular meeting of the Lodge may be exempted from the number of meetings a member must attend to hold office in the Lodge.

Section 4. When the word "he" appears in the Constitution and By-Laws it shall be gender neutral.

ARTICLE 2 Dues and Assessments

Section 1. The Lodge shall levy an assessment of one and one-half (1.5) percent of an entry level patrol officer's starting salary per month, per member as monthly dues.

Section 2. The monthly dues shall be allocated and designated for the purposes set forth as follows:

A. Operating expenses of the Lodge to be deposited in the General Fund.

B. \$1.00 for a Building Fund to be deposited in the Building Fund.

ARTICLE 3 Meetings

Section 1. The regular meeting night of this Lodge shall be the second Tuesday of each month. The time for all regular meetings shall be 7:30 P.M.

ARTICLE 4 Appropriations

Section 1. No appropriation shall exceed \$500.00, unless first being read at a regular meeting. A majority vote of the members present shall be sufficient to approve or disapprove said appropriation.

Section 2. In case of an emergency, the Board of Directors next meeting shall constitute approval of the Lodge in matters affecting the Lodge.

ARTICLE 5 Associate Lodge Membership

Section 1. The membership of the Fraternal Order of Police Associate Lodge shall be subject to approval by a majority vote of this Lodge.

ARTICLE 6 Amendments

Section 1. Proposed amendments to these By-Laws shall be submitted in writing to the Secretary of the Lodge, who shall refer said proposed amendment to the Constitution and ByLaws Committee, who shall act upon the proposed amendment, and submit it to the Lodge where it shall be read at three regular meetings and voted upon by the Lodge after the third reading. A two-thirds majority vote of the members present shall be required for acceptance or adoption of any proposed amendment. Upon adoption, the proposed amendment shall become a part of the By-Laws.