

Section 3. These By-laws shall be the fundamental law of the Lodge and shall govern the conduct of the Lodge and membership. Should these By-laws be found to contain articles or sections that are contrary to those of the Constitution or By-laws of the State or Grand Lodges, such provisions will be null and void, without affecting the remainder of the By-laws.

ARTICLE III. Membership

Section 1. Any regularly appointed law enforcement officer working full time in the capacity as a law enforcement officer with the City of Shawnee shall be eligible for membership in the Lodge.

No one may be excluded from membership in the Lodge on the basis of race, religion, color, creed, sex, age or national origin.

Section 2. The term " regularly appointed law enforcement officers " shall include regularly appointed law enforcement officers heretofore and hereafter retired from active duty in the service of the City of Shawnee as full time law enforcement officers. The term " full-time employed " shall mean law enforcement officers that are engaged in such employment as their principal source of livelihood.

Section 3. There shall be three (3) classes of membership; Active, Honorary and Associate.

The active membership shall be comprised of regularly appointed law enforcement officers, and retired law enforcement officers from the City of Shawnee.

Honorary Membership shall be comprised of meritoriously retired regularly appointed police officers who have withdrawn from active membership after retirement. (Honorary Members shall not be eligible for any benefits.)

Associate Membership shall consist of such worthy persons who may not be eligible as active members but who desire to be associated with the Lodge to assist in forwarding the aims of the Lodge and the Order. (Associate Members shall not be eligible for any benefits except those people who were associate members prior to March 25, 1997. These members can continue to receive the accidental death and dismemberment insurance provided from the Lodge.) The Associate members who qualify for this benefit will pay membership dues equal to the amount being paid for the insurance premium by the Lodge.

Section 4. Any new full time Shawnee Police Officer may become an active member in the Shawnee Fraternal Order of Police Lodge # 11 if and when;

A. He or she has successfully completed the Police Departments Field Training Program and;

B. The member has successfully passed the required Kansas Police Officers Certification or Academy.

C. To become an active member the applicant must join the Shawnee Lodge within 30 days upon completion of both the Field Training Program and the Police Academy.

D. If the new applicant does not join the Lodge within 30 days of becoming eligible the applicant may become an active member provided that the person is still a probationary employee with the City of Shawnee. This persons membership application may be approved by a (2/3) majority vote at any regular meeting.

E. In either case this new member will not be eligible for sections 4-C through 4-J of the Lodge's Financial Programs until the new member successfully completes and is no longer a probationary employee with the City of Shawnee.

Section 5. If a full time Shawnee Police officer who is not currently a probationary employee with the City and has never been a member or was a member who resigned in good standing wishes to become an Active Member such person may become a member if.

A. The person appears before the membership at a regular monthly meeting and verbally requests application to become a Lodge member.

B. At this time the Lodge Executive Board has authority to hold the persons application in limbo for up to six months before rendering a decision on approval or denial of the membership application.

C. In this case a (2/3) majority vote at any regular meeting within the six month period will confirm the persons active membership status in the Lodge.

Section 6. Any member who may retire from active duty or who, after six years of honorable service resigns under honorable conditions, may retain his membership as long as he or she remains in good standing.

Section 7. No person who is a member of another Lodge shall simultaneously be a member of the Shawnee Lodge.

Section B. Active members who are dismissed from the police service for cause or on charges which are subsequently sustained in a court of law, or who do not contest the decision of the dismissing authority automatically forfeit their membership in the Order and shall no longer participate in any right, privilege, benefit, or any other activity of the Lodge.

ARTICLE IV. Officers

Section 1. The Officers of this Lodge shall consist of:

- a. President
- b. Past President
- c. Vice President
- d. Secretary
- e. Treasurer
- f. Conductor
- g. Guard
- h. Chaplain

The Trustees

State Representative

All officers, except the Past President, shall be elected during the December meeting of each year. Only members in good standing shall be entitled to vote in any election of this Lodge.

The officers of the Lodge shall take office at the end of the meeting in which they are elected and shall hold office for one year, or until their successors are elected, except that the term of office for Trustees shall be for three years. The President upon fulfilling the obligations of his elected office shall, when a successor is elected, become a Trustee of the Lodge.

Section 2. Any member in good standing who has been a member of this Lodge for a period of one year or more, provided that the member has attended six regular meetings during the

previous to nomination, shall be eligible as a candidate for any office of the Lodge. Any member who has missed a meeting due to being on-duty at the time of the meeting will be considered in attendance for eligibility requirements.

Section 3. Duties of Officers.

President: The President 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 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 Vice President, who acts in the capacity of Parliamentarian, he shall enforce a strict compliance with the By-laws of the Lodge in all actions. The President shall not take an active part in debate without consent of the majority of the members present. The President shall convey all unfinished business of the order to his successor, together with any Lodge records, monies or property.

Vice President: The Vice President shall act as Parliamentarian at all meetings and shall perform such duties as may be directed by the President. The Vice President shall appoint the members of all Standing and Select Committees and shall insure that such committees **perform** their designated functions. In the absence of the President, he shall fulfill the duties of that office.

Secretary: The Secretary shall keep a correct record of the membership rolls and of all transactions of each meeting of the Lodge, and keep the minutes of all meetings. He shall, whenever too Lodge, or the President deems it necessary, send a circular letter pertaining to the activities of the Lodge to all members.

Treasurer: The Treasurer shall receive and take charge of all monies belonging to the Lodge, deposit the monies in a proper bank account under the corporate name of the Lodge in such bank as may be designated by the membership. The Treasurer shall keep an accurate account of all monies received and expended, credit each special fund with such sums as accrue thereto and report to the Lodge. When directed, he shall present a correct account of all monies in his possession together with the books, papers, and receipts to a committee designated to conduct an audit, or to any member designated by the President.

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

Conductor: 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 the members of the Lodge.

Guard: The Guard 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 Conductor 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 perform all other necessary duties not otherwise specifically provided for by the Order or the Lodge. The Trustees will act as committee for the purpose of conducting audits of the Treasurer's records.

ARTICLE V. Meetings

Section 1. The regular monthly meeting of the Lodge shall be designated by each newly elected President of the Lodge within 30 days of taking office, or the Executive Board.

Section 2. The regular meeting in December of each year shall be known as the annual meeting; on the occasion of the annual meeting, the officers for the coming year will be elected and annual reports received from officers, councils, and committees.

Section 3. Special meetings of the Lodge may be called at any time on three days notice by the President, Executive Board, or by petition of members, the number of which is equal to or greater than a quorum. No business may be conducted at a special meeting except that business which is specified in the "Notice of Special Meeting."

Section 4. A quorum for all meetings shall be twelve members.

ARTICLE VI. Executive Board

Section 1. The Executive Board of the Lodge shall consist of the following officers: President, Past President, Vice President, Secretary, Treasurer, Conductor, Guard and the Trustees.

Section 2. The Executive Board shall have general supervision of the affairs of the Lodge between its business meetings, fix the place and hour of meetings, make recommendations to the Lodge, and shall perform such other duties

s are specified in these By-laws. The Board shall be subject to the orders of the Lodge, and none of its acts shall conflict with action taken by the Lodge.

Section 3. Meetings of the Board will be at the call of the President.

ARTICLE VII. Councils and Committees

Section 1. As needed the Lodge may form administrative, managerial, quasi-judicial and/or functioning bodies to perform such duties as may be designated by the Lodge. These bodies shall consist of Councils, Charter Committees, Standing Committees and Select Committees.

Section 2. Councils may be assigned a particular function or, behalf of the Lodge and will be granted a specific area of jurisdiction and such privileges as may be required. Councils may be established only by these By-Laws or amendments thereto.

Section 3. charter Committees are in all respects similar to Councils, however they are established by resolution passed at a Lodge meeting with two-thirds vote of the members present. The area of jurisdiction, duties and privileges of a Charter Committee must be appropriately designated in the establishing resolution.

Section 4. Standing Committees have no power or authority of their own but perform specific duties on behalf of the Lodge and are established by these By-laws. Members of Standing Committees shall be appointed at the first meeting of each year and shall serve throughout the year or until relieved by the President or Vice President. The number of persons on each committee shall be determined by the Lodge. The Standing Committees shall be as follows:

a. The Legislative Committee: The Legislative Committee shall be charged with the duty of keeping informed on all legislation or proposed legislation which may concern the Order, The Lodge, or its individual members. They shall report to the Lodge at each regular meeting and shall meet with the Executive Board at any meeting of the Board at which they are requested to attend.

b. The Grievance Committee: The Grievance Committee shall consist of the President, Vice President, Secretary, Treasurer and the Trustees. 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 or code of conduct 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 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. In any instance where a member or members so charged could suffer expulsion from the Order, the accused member or members shall have the right to trial before an assembly of the membership.

Section 5. Select or Special Committees: Select or Special Committees shall be appointed in the regular manner as the need shall arise for the body to perform particular duties outside the province of the Councils, Charter and Standing Committees. They shall be dissolved upon completion of the duties assigned them.

ARTICLE VIII. Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Lodge in all cases to which they are applicable and in **which** they are not inconsistent with these By-laws and any special rules or order the Lodge may adopt.

ARTICLE IX. Amendments to these By-laws

These By-laws can be amended at any regular meeting of the Lodge by a Two-thirds vote, Provided that the amendment has been submitted in writing at the previous meeting, or previous notice has been given.