

New Jersey State Volunteer Firemen's Association Constitution and By- Laws

501(c)3 New Jersey non-Profit Association

Preamble

The members of the New Jersey State Volunteer Firemen's Association, in order to maintain a perfect union among themselves, do hereby adopt the following Constitution and by-laws and pledge their support to uphold the Association. The object of this Association is to promote educational and welfare to Volunteer Fire Companies and their members, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations described under Section 501(c) (3) of the Internal Revenue, Code, or corresponding section of any future federal tax code, and to assist in problems of litigation, legislation, or any other category which the membership deems necessary to carry out these intents and purposes and to encourage social, civic, and firemanic functions. The organization was instrumental in making the Infrared Cameras available to every fire department in the state. It is an active member of the National Volunteer Fire Council, representing New Jersey in Washington, DC and across the country. *Revised 2018*

ARTICLE I

Name

Section A - This Association shall be known and designated by the name New Jersey State Volunteer Firemen's Association, Inc.

Section B - All records, accounts, and correspondence shall bear the corporate name of New Jersey State Volunteer Firemen's Association.

ARTICLE II

Membership

Section A - The Right of Membership. Any Volunteer Fire Company in the State of New Jersey upon proper application and payment of dues may be accepted into membership of this Association after approval of Membership.

Section B - Definition of Volunteer Fire Company. Any organization whose primary purpose is the rendering of their voluntary service for the extinguishment of fire and the protection of human life.

Section C – Two Delegates or their Alternates appointed by their respective companies shall represent their companies at all meetings.

Section D - Any Member Company being delinquent in paying their dues for two years shall be sent a letter notification. Failure to respond in 6 months, the matter will be turned over to the Executive Committee for further action. Any Member Company being delinquent may lose the accidental death benefit. *Revised 2018*

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ARTICLE III

Officers

Section A - The Board of Officers of the Association shall be, one President, 1st Vice-President, 2nd Vice-President, Secretary, Treasurer, one (1) *main* State Delegate to the National Volunteer Fire Council and 2nd State Delegate to the NVFC one Appointed Commissioner to the NJ Div. of Fire Safety appointed by the Governor of NJ every five (5) years and, three (3) Trustees who shall be elected by ballot annually at the meeting of this Association. Each of the Trustees shall be elected for a term of three (3) years. One Trustees term expiring each year. It is desirable but not necessarily that the President and each of the Vice-Presidents shall be from a separate section of the state. For this purpose the state shall be divided into three sections, North, Central, and South, and these sections shall include the following counties: *Revised 2018*

NORTH-Bergen, Passaic, Sussex, Essex, Hudson, Morris, and Warren.

CENTRAL -Union, Middlesex, Somerset, Hunterdon, Mercer, Monmouth, and Ocean.

SOUTH - Burlington, Camden, Gloucester, Salem, Cumberland, Cape May, and Atlantic.

Section B –The Nominating Committee appointed by the President shall consist of two ~~three~~ members. Additional nominations may be made from the floor at the annual meeting prior to elections.

Section C – Any firemen, who are also a member of a member company of this Association, shall be entitled to hold any office in this Association.

Section D - The standing committee of this Association are as follows: Legislative, Membership, and Publicity. Each committee shall choose its own chairman and secretary upon majority vote of any of the said committees shall have three members.

ARTICLE IV

Duties of Officers

Section A - It shall be the duty of the President to preside at all meetings. To decide all points of order and to appoint all standing committees. He shall countersign all checks; He shall be ex-officio on all committees.

Section B - In the absence of the President, the 1st Vice-President shall preside, or in the event of death or disability of the President, the 1st Vice-President shall act in his place with all the powers and duties of the President. In the absence of the 1st Vice-President, the 2nd Vice-President shall act. In the absence of the President and both Vice-Presidents, the meeting shall elect a chairman.

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ARTICLE IV

Duties of Officers

Section C - The *Secretary or* Secretary-Treasurer shall keep a complete record of the proceedings of the meeting of this Association. He shall receive, file and answer and communications pertaining to the business of the Association, and keep a record thereof. He shall make an annual report to the Association, and also such reports from time to time as the President and the Board of Trustees shall or may request.

The *Treasurer or* Secretary – Treasurer shall collect all dues. He shall keep a complete roll of all members of this Association showing dates when the companies were paid; He shall be bonded in an amount ~~to~~ approve by the Board of Officers/ Trustees, bond is to be paid for by the Association. He shall be compensated annually for expenses by Association approval. *Revised 2018*

Section D - the Treasurer Secretary - Treasurer shall safely keep all monies and other property belonging to the Association which may, from time to time, be delivered to him and he shall be personally responsible therefore. He shall pay out no money except by order or authority given to him by the Association and the Board of Trustees. He shall make a report at each meeting of the Association giving an itemized statement of all receipts and disbursements and, if called on, produce the vouchers therefore. He shall make all payments by check, signed by the Treasurer and counter-signed by the President or Vice-President. The Treasurer shall be bonded in an amount to be approved by the Board of *Officers/* Trustees, said bond to be paid for by the association.

Section E - the Board of Officers/ Trustees shall fix the amount and approve the bonds of the *Treasurer or* Secretary -Treasurer; have power to call special meeting through the President, whenever they shall deem it necessary. They shall make an annual report to the Association, including a statement of the assets and liabilities of the Association, and shall look after its interests generally.

ARTICLE V

Election of Officers

Section A - Tenure of office of Officers, Except the Trustees, and the term of office of all officers shall be from the closing of the annual meeting at which the officers are elected until the close of the subsequent annual election meeting.

Section B - The election of all officers shall take place at the annual election meeting.

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ARTICLE VI

Meetings

Section A - Meeting will be held in **February, June, *on the last Sunday*** and an **annual meeting** held in October, ***on the first Sunday***. at 1030 AM *revised 2018*

Section B- The order of business at meetings shall be as follows:

- Flag Salute
- Silence for Departed
- Report of Exits
- Roll call of members (sign in sheet shall serve)
- Roll call of Officers
- Introduction of guests
- Reading of previous minutes
- Communications and bills
- Treasurer Report
- Report of the Board of Trustees
- Report of Committees
- Report of Officers
- Guest speakers
- Report of the Nominating Committee
- Election of Officers
- Unfinished Business
- New Business
- Good and welfare
- Adjournment

ARTICLE VII

Dissolution of the Organization

Upon the dissolution of the New Jersey State Volunteer Firemen's Association, shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal revenue Code, or corresponding section of any federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by a court of competent jurisdiction in New Jersey, which the principle office of this organization is located, exclusively for such purposes or to such organization, as said Court shall determine, which are organized and operate exclusively for such purpose. *Revised 2018*

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ARTICLE VII

By - Laws

Section A - These by-laws shall become operative upon adoption by two thirds vote at a meeting at which the same are submitted for introduction and first reading and the subsequent meeting for second reading and final adoption.

Section B - These by-laws may be amended by a two-thirds vote of the members at two meetings in the same fashion as outlined in Section A of this article. It shall be necessary, however, for any resolution of amendment, supplement, or repeal concerning the by-laws, to be presented in written form to the Association.

Section C - Roberts Rules of Order shall cover the by-laws.

Section D – All nouns and pronouns in the masculine gender utilized in this booklet shall be constructed to include the female gender.

By-Laws Committee 2018 – Charles Seidenburg, Eugene Enfield, Sr.,
George Roell, Ludwig Roell, Richard Dries. *Revised 2018*

Adopted February 1954

Revised February 1962

Revised February 2003

Revised October 2008

Revised, February 25, 2018

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Flag Salute

Silence for Departed

Report of Exits

Roll call of members

Roll call of Officers

Introduction of guests

Reading of previous minutes

Communications and bills

Treasurer Report

Report of the Executive Board

Report of the Board of Trustees

Report of Committees

Report of Officers

Guest speakers

Report of the Nominating Committee

Election of Officers

Old (Unfinished) Business

New Business

Good and Welfare

Adjournment