

OF THE  
ASHTABULA COUNTY FIRE CHIEFS ASSOCIATION

ORGANIZED FEBRUARY 1965

PREAMBLE

WE THE MEMBERS OF THE ASHTABULA COUNTY FIRE CHIEFS ASSOCIATION BELIEVE THAT BY FORMING AN ASSOCIATION WE CAN IMPROVE THE FIRE SERVICE IN ASHTABULA COUNTY IN MUTUAL AID, GOOD WILL, AND UNITY FOR THE COMMUNITIES OF ASHTABULA COUNTY.

OBJECT

TO PROMOTE BETTER RELATIONSHIPS WITHIN THE FIRE DEPARTMENTS OF ASHTABULA COUNTY. TO BRING FORTH ANY NEW IDEAS THAT CAN BE USED IN THE FIRE SERVICE.

ARTICLE I           NAME

The name of the organization shall be the "ASHTABULA COUNTY FIRE CHIEFS ASSOCIATION".

ARTICLE II           MEMBERSHIP

Section 1:       Active Membership

                  Chiefs, (any title including chief), or Industrial Fire Brigade Chiefs of organized fire departments shall be eligible for active membership upon payment of annual dues, and acceptance of an application to the ASHTABULA COUNTY FIRE CHIEFS ASSOCIATION.

Section 2:       Active Life Members:

                  Active Life Membership may be conferred on individuals who upon retirement from the fire service, and has been a member of the ASHTABULA COUNTY FIRE CHIEFS ASSOCIATION for a period of not less than (5) five consecutive years immediately preceding retirement. Active Life Members shall not be entitled to vote or to hold office, and they shall be exempt from payment of dues.

Section 3:       Associate Members

                  The ASHTABULA COUNTY FIRE CHIEFS ASSOCIATION may qualify other persons interested in the goals and objectives of the ASHTABULA COUNTY FIRE CHIEFS ASSOCIATION who do not qualify for Active Membership. Upon payment of annual dues they shall be entitled to participate in the ASHTABULA COUNTY FIRE CHIEFS ASSOCIATION except they are not eligible to hold elective office, or shall not have voting privileges.

Section 4:       Associate Life Members

                  Associate Life Membership may be conferred on individuals who upon retirement and have been Associate Members of the ASHTABULA COUNTY FIRE CHIEFS ASSOCIATION for a period of not less than (5) five consecutive years immediately preceding retirement. Associate Life Members shall be exempt from payment of dues and may not vote or hold office.

Section 5: Active or Associate Members

Active or Associate members in good standing at the time of retirement may continue such membership. Application for membership shall be made to the Secretary or Treasurer. Applications shall not be accepted unless accompanied by payment of annual dues in such amount as has been established by the ASHTABULA COUNTY FIRE CHIEFS ASSOCIATION. If the application is not accepted, dues will be returned. The right to vote or hold office shall be denied for Active and Associate members whose dues for the current year are not paid in full at the time of the election.

Section 6: To be a member in good standing, member must be current in dues payment. Dues are payable upon receipt of invoice during the first quarter of the year.

Section 7: Non-payment of Dues

Any member whose dues are in arrears for (1) one year shall have their name removed from the membership roll by the Secretary or Treasurer who shall notify such members of this action by certified mail.

Section 8: Expulsion of Members

The ASHTABULA COUNTY FIRE CHIEFS ASSOCIATION shall have the authority to expel from the ASHTABULA COUNTY FIRE CHIEFS ASSOCIATION any member guilty of any violation of the principles of the ASHTABULA COUNTY FIRE CHIEFS ASSOCIATION as expressed in this constitution.

Grounds for expulsion include, but are not limited to:

- a) Misrepresentation of qualifications for membership.
- b) Bringing discredit to the Association.
- c) Conduct unbecoming an officer of the fire service.
- d) Conviction of a felony.

When there is reasonable basis for the belief that a member is guilty of a violation, the Secretary or Treasurer shall summon such member for an appearance before the Association. At this time the member summoned shall be given the opportunity to show cause why they should not be expelled from the Association. After the member has presented his defense, the Association shall vote on whether the member should be expelled from the Association. A majority of the Association present must vote for expulsion before the member may be expelled. The vote shall be conducted by secret ballot. An expelled member forfeits all the privileges of the ASHTABULA COUNTY FIRE CHIEFS ASSOCIATION.

### ARTICLE III OFFICERS

Section 1: The officers of the Association shall be: President, 1<sup>st</sup> Vice-President, 2<sup>nd</sup> Vice-President, Secretary and Treasurer.

Section 2: Officers shall hold office for two years, or until replaced.

### ARTICLE IV DUTIES OF OFFICERS

Section 1: The President shall preside at all meetings of the association, and shall appoint all committees.

Section 2: The 1<sup>st</sup> Vice-President shall assist the President in all duties and preside in their absence. 1<sup>st</sup> Vice President shall be the program chairman of each meeting.

Section 3: The 2<sup>nd</sup> Vice-President shall assist the 1<sup>st</sup> Vice-President and President, and shall take over their duties in their absence. They shall assist the 1<sup>st</sup> Vice-President in all programs.

Section 4: Secretary  
A. Keep all records of meetings.  
B. Conduct correspondence.  
C. To disseminate information to Chiefs of each department in the county and to the various Fire related groups in our county. i.e. County Firefighters Association, Training Officer's Fire Investigation Association.

Section 5: Treasurer  
A. Record all bills and receipts and disbursements of the Association.  
B. Receive all dues and keep a roster of paid up members.  
C. Pay all bills as authorized.

#### ARTICLE V MEETINGS

Section 1: Business meeting will be held 12 times a year on the 3<sup>rd</sup> Thursday of each month. Meetings will be held at various locations as deemed by the President. The President may suspend business at the two social meetings each year, Golf outing/steak fry and Christmas Party.

Section 2: Only members of the Association and their guests may attend the meetings.

Section 3: Five (5) members in good standing shall constitute a quorum including the President or one of the Vice Presidents and a meeting may then be held of the organization.

#### ARTICLE VI ELECTION OF OFFICERS

Section 1: There shall be an election of officers every two years at the November meeting, take office January 1<sup>st</sup>.

Section 2: Nomination will be made by the nominating committee or from the floor at the October meeting every other year. Only those members in good standing shall be nominated for office.

#### ARTICLE VII VOTING

Section 1: Only members in good standing may vote.

Section 2: All decisions of the Association need a majority vote for approval.

Section 3: There shall be no absentee voting.

#### ARTICLE VIII AMENDMENTS

No alterations or amendments shall be made to these by-laws unless proposed in writing at a regular meeting, and voted on at the next regular meeting by the membership present.

## ARTICLE IX DUTIES OF MEMBERS

Every member upon approval shall pledge himself to support the Association and the by-laws to the best of his ability.

## ARTICLE X RULES OF ORDER

All meetings shall be conducted according to Robert's Rule of Order, except when dispensed with by a majority vote of the members present.

## ARTICLE XI AWARDS AND RECOGNITIONS

Section 1: When a Fire Chief/Assistant Chief/Industrial Fire Brigade Chief who is a member in good standing in the ASHTABULA COUNTY FIRE CHIEFS ASSOCIATION has completed at least (1) one full year of service and not more than (5) five complete years of service, would be presented with a framed certificate of service for that period of time.

Section 2: When a Fire Chief/Assistant Chief/Industrial Fire Brigade Chief who is a member in good standing in the ASHTABULA COUNTY FIRE CHIEFS ASSOCIATION has completed at least (6) six full years of service and not more than (10) ten complete years of service, would be presented with an engraved plaque for service for that period of time.

Section 3: When a Fire Chief/Assistant Chief/Industrial Fire Brigade Chief who is a member in good standing in the ASHTABULA COUNTY FIRE CHIEFS ASSOCIATION has completed at least (11) eleven full year of service or more would be presented with an engraved trophy for service for that period of time.

## Article XII ASSEMENTS / USER FEES

Section 1: The body may establish user fees and assessments to its member departments that would provide services and/or equipment that improves the fire services in Ashtabula County example: Water Rescue Team, Fire Safety Education Trailer, and Hazardous Material Team.

Section 2: After written presentation of a user fee/ assessment at a regular meeting the body by a majority vote at the next regular meeting may adopt that fee and payment schedule for that year.

Section 3: Each year at the November meeting the body will review the current User fees/ assessments voting to leave the fees at the current rate or to adjust them to meet projected need for up coming year.

Revised July 19, 2007