

BY-LAWS

LANE COUNTY PEACE OFFICERS' ASSOCIATION LANE COUNTY, OREGON

ARTICLE 1 NAME

The name of the organization shall be the Lane County Peace Officers' Association (and shall be referred to throughout these By-Laws as the Association).

ARTICLE 2 PURPOSES AND OBJECTIVES

The purposes for which the Association is organized are:

1. To better the conditions of the members of the Association and to improve the quality of their profession in the development of a higher degree of efficiency as employees of the Lane County Department of Public Safety; and the Group Workers of the Lane County Youths Services Department.
2. To provide a meeting place for members of the organization and its officers;
3. To improve the employment relations for the betterment of its members with the County; to deal with the County concerning grievances, labor disputes, wages, rates of pay, hours of employment and conditions of work; contract administration; to provide formal collective bargaining representation for its members; and conduct other affairs of the Association as designated by its members.
4. In addition, this corporation is organized for charitable purposes, including, for such purposes, the making of distributions to organizations under Section 501(c)(3) and 501(c)(5) of the Internal Revenue Code of 1954 for the corresponding provision of any future United States Internal Revenue law.

ARTICLE 3 ELIGIBILITY FOR MEMBERSHIP IN THE ASSOCIATION

Jurisdiction shall be determined by the Employment Relations Board. All persons employed by Lane County and who are in the Association's bargaining unit are eligible for membership in the Association.

ARTICLE 4 MEMBERSHIP

1. With the exception of an individual who has a bona fide religious tenet, any person who is employed as a permanent employee within the jurisdiction of the Association shall become a member in good standing

within thirty (30) days of becoming an employee, or shall make appropriate fair share payments to the Association in lieu of dues (fair share members).

2. HONORARY MEMBERSHIP FOR MERITORIOUS SERVICE TO THIS ASSOCIATION OR FOR DISTINGUISHED PUBLIC SERVICE. Persons may be elected Honorary Members by a majority vote of the members of the Association. Honorary Members shall not pay initiation fees, dues or other charges and shall have no voice or vote in the Association. Such membership may be revoked by vote of the majority of the Association members at a membership meeting.
3. RESPONSIBILITY OF MEMBERS. This Association, its officers, representatives, and members shall recognize, observe and be bound by the provisions of these By-Laws and the Association's Labor Contract with Lane County.
4. RIGHTS OF MEMBERS. Every member in good standing shall have the right to attend any Association general or Executive Board meeting and to participate in such meeting in accordance with the By-Laws and the Association's Labor Contract with Lane County.
5. DELINQUENT MEMBERS. Members who fail to pay their dues, assessments, or in-lieu-of-dues payments, within periods prescribed by the By-Laws, and the Labor Contract, or any other existing contract between the Association and any member(s), shall be notified by the Secretary or Treasurer of the Association that they are delinquent and will be automatically suspended and lose their good standing if payment is not made within sixty (60) days following such notification. Delinquent and suspended members are not entitled to voice or vote in the Association.
6. FAIR-SHARE MEMBERS.
 - A. If a member of the bargaining unit refuses to join the Association, he or she will be assessed his or her fair share of the cost of negotiating and maintaining the collective bargaining agreement, which shall include all uses other than the use of "ideological" purposes. This amount will be determined by the Association's Executive Board after an independent auditor has examined the Association's accounting ledger for the year. The accounting must designate the amount of funds which are to be clearly used for ideological purposes, those which are clearly to be used for the cost of negotiating and maintaining the contract, and those which are not clearly in either category. This accounting must also include all funds sent to State or National facilities.

The Association will then inform the employer to deduct from non-members the amount equal to all funds not clearly to be used for ideological purposes. The Association will then place in escrow the amount which is not clearly either for ideological purposes or for negotiating or maintaining the collective bargaining agreement. The amount which is clearly to be used for negotiating and maintaining the contract may be used immediately by the Association. The amount in escrow can only be used after non-members have had an opportunity to register their objections by utilizing the appeal process described below.

- B. All non-members shall be provided with a copy of the annual audit report along with an explanation of the amount of dues to be deducted from their paychecks. They will also be provided with a copy of the procedures described in this article whereby they may register their objections to the amount deducted. All non-members will be informed that they will not be entitled to have a voice or vote in the Association.
- C. Non-members will have thirty (30) days to join the Association after their date of employment or the effective date of the collective bargaining agreement if they are currently an employee. If they fail to join, the Association will instruct the employer to deduct their fair share of dues in accordance with the procedures outlined in section 1 of this article.

A non-member will have fifteen (15) days from the date they receive the information described in section 2 of this article, to inform the Association in writing that they object to the amount being deducted from their wages, and the reasons for these objections. Failure to inform the Association in a timely manner will be considered a waiver of the right to so object.

Upon receipt of this objection, the Association Executive Board will review the objection and inform the member within fifteen (15) days of its decision. If the board agrees with the non-member, the dues will be adjusted accordingly. If the board rejects the non-member's objection, then the non-member has ten (10) days in which to inform the board that he or she desires to have a dispute settled by arbitration.

- D. Upon receipt of a request for arbitration, the Association will request as soon as possible, a designated arbitrator from the American Arbitration Association in accord with its procedure for fair share arbitrations. The Association will inform the arbitrator of his or her selection and schedule a hearing as soon as possible within the parameters of the parties' schedules. The arbitrator will have thirty (30) days from the date of the hearing to render his or her decision. The decision will be final and binding upon both parties. The cost of the arbitrator will be born equally by the Association and the objecting non-member.

If the arbitrator sustains the objection by the non-member, then the Association will refund to the non-member, the appropriate amount. If the arbitrator rejects the objection and supports the Association, then the remainder of the non-member's dues deducted and in escrow may be withdrawn and used by the Association.

- 7. RETIRED MEMBERS. A retired member may be required to pay minimum dues as determined by the general membership of the Association. Any member in good standing who retires from employment with the Department automatically becomes an Honorary Member of the Association as defined in Section 2.

Any member in good standing who is on long-term disability and has not retired, retains his/her full membership status and has all the rights and benefits pertaining thereto with the exception that he/she is not required to pay dues to the Association as long as he/she is on

disability status.

8. INACTIVE MEMBERS. Any member in good standing who takes a leave of absence without pay from their employment with the Department for longer than thirty (30) days shall be placed on inactive status. Such inactive members shall not be required to pay dues and shall have no vote in the business of the Association or be eligible to hold office while on inactive status. All other membership rights shall remain in effect. Upon the employee's return to paid employment status with the Department from such a leave, the member's active status shall be automatically reinstated.

ARTICLE 5
EXECUTIVE BOARD

Qualification, Nomination, Election and Removal

1. 1. Active members with a minimum of one (1) year of employment as a member of the Lane County Sheriff's Department or as a Group Worker with the Youth Services Department and in good standing with dues paid shall be eligible for election to the Executive Board. Active members in good standing with dues paid shall be entitled to vote in any election.
2. 1. The terms of elected Association Executive Board shall be for three (3) years.
2. In the event that any Board slot becomes vacant between elections, notice of the vacancy shall be posted at least five (5) days prior to the next regular E-Board meeting. Nominations may be made in writing by any member in good standing and delivered to the Secretary. The position shall be filled by a vote of the majority of the Executive Board at the next regular meeting; provided, however, that any such appointment to fill a vacancy shall be filled by election for the unexpired term; and further provided, that if a majority of the Executive Board's positions become vacant at one time and are to be replaced, a special election shall be held for that purpose.
3. Interim appointments to the Board may be made by a majority vote of the Executive Board. Interim appointments shall expire at the time of the regular meeting vote for a replacement for the vacancy.
3. 1. The nomination of members for election to the Executive Board shall be declared open at the November meeting of the Executive Board and shall be declared closed at the December meeting. Said meetings must be held at least fifteen (15) days apart. Elections shall be held on alternating years for the following Board position groups:
 1. President
2nd Vice President
Treasurer

2. 1st Vice President
Secretary

2. All nominations shall be in writing and must be received by the Secretary before the opening of the regular December meeting. All nominations shall contain the following:
 1. The name of the member nominated.
 2. Present rank and duty assignment of the member nominated.
 3. The signature of the member making the nomination.
 4. The signature of the member seconding the nomination.
 5. The signature of the member nominated (indicating acceptance of the nomination).

4.
 1. The bi-annual election of members to the Executive Board shall be held in December, on a date to be fixed by the President, not less than ten (10) days, nor more than three (3) weeks after the nominations are closed.
 2. Such election shall be held by means of a secret ballot. Candidates for positions receiving the largest number of votes shall be elected.

5.
 1. Any member of the Executive Board who absents himself from two (2) or more successive regular meetings without reasonable cause or excuse as determined by the Executive Board may be removed and his place declared vacant and then filled like any other vacancy on the Executive Board. The validity of such cause of excuse shall be determined by a majority vote of the members of the Executive Board present.

6.
 1. Charges against any member of the Executive Board shall be filed in writing with the Executive Board at any Board meeting by a member of the Association in good standing. Charges shall bear the signature of those bringing the charge, the circumstances of the alleged offense, and if a violation of a constitutional provision is alleged, the specific section shall be cited, along with the specific act or failure to act which constitutes the alleged violation. Said charges shall be referred to a special committee of three (3) members of the Executive Board; two (2) to be selected by the President and one (1) by the 1st Vice President. If the charges are made against the President, the 1st Vice President shall be the one to select two (2) individuals of the committee. In such instance, the Secretary will then appoint the other one (1) member of the committee. If the charges are against the 1st Vice President, the Secretary will then appoint the one (1) member of the committee in lieu of the 1st Vice President. No member of the Executive Board against whom charges are made will be a member of the committee.
 2. A two thirds (2/3) majority vote of the entire Executive Board of the Association will be necessary to impose any action on a member found guilty of any wrongdoing.

3. The removed Board Member may request appeal to the Association within two (2) weeks from the vote of the Executive Board, and if the Association, but a majority vote, affirms the vote of the Board, the action of the Board shall stand as the vote of the Association. After such affirmation, such member's position on the Executive Board shall be declared vacant and filled like any other vacancy.
 4.
 1. Any accused and the accuser shall be present to present arguments concerning the charge.
 2. The accused and the accuser shall be present to present arguments concerning the charge.
 3. The accuser shall assume the burden of proof.
- 7.
1. Upon the written request of eleven (11) members of the Association in good standing and delivered to the President or Secretary, the President or 1st Vice President shall call a meeting of the general membership for the purpose of determining a recall of any Board Member. Such meeting shall be held within fourteen (14) days of the receipt of the request.
 2. No other matters shall be brought before the general membership at such meetings.
 3. The President shall preside at such meetings. When the President is the subject of such recall, then another officer or qualified Board Member shall preside.
 4. A two thirds (2/3) majority of all votes cast of those members present shall determine the outcome of the recall.

ARTICLE 6
EXECUTIVE BOARD

Powers, Duties, Membership, Responsibilities and Compensation.

1.
 1. Subject to the limitations of these By-Laws and the laws of the State of Oregon, all powers and affairs of this Association shall be exercised by, be vested in and performed under the authority and direction of the Executive Board, which shall consist of five (5) members. The five (5) members of the Executive Board shall be elected and qualified as herein provided.
 2. The Executive Board shall be charged with the management of all business and affairs of the Association and the administration and preservation of all its assets, funds and properties whatsoever.
 3. The Executive Board is empowered to receive and collect all monies due the Association from any source and to pay all lawful claims filed against the treasury, accounting for such receipts and disbursements through the proper officers, subject to the provisions of these By-Laws; to appropriate monies under the By-Laws herein provided; to manage all properties belonging to the

Association; to employ persons to assist in such management as circumstances require, under such arrangements as may seem reasonable; and to safeguard the best interests of the Association by all proper and lawful means.

2.
 1. The Executive Board shall hold as a trustee all funds, money, real or personal property, securities, bonds, accounts, papers, documents and all other matters belonging to the Association.
 2. The Executive Board shall, at least once per annum at the close of the fiscal year, cause an audit to be made of all the business and transactions of the Association for the period by a Certified Public Accountant or Public Account, who shall have access to all the books, papers, accounts, records, funds and deposits of the Association and the complete report and results of such audit shall be submitted for approval at the first regular meeting in the third month after the audit period closes, a copy of which shall be given to each member of the Executive Board.
 3. A financial statement is available to all members following the Executive Board's approval of the annual audit.

ARTICLE 7
EXECUTIVE BOARD

Meetings, Voting and Order of Business

1.
 1. Regular meetings of the Executive Board shall be held at least once each calendar month at a time and place to be designated by the President, or by the Secretary. The membership of the Board shall be notified by the Secretary of such meetings at least ten (10) days prior to such meetings.
 2. The notice shall include the date, time and location thereof.
2.
 1. Special meetings of the Executive Board may be called by a majority of the Board, by the President, or upon the written request of eleven (11) members of the Association who are in good standing. Such written request shall be delivered to the President or the Secretary. The date, time and location shall be designated by the President or by the Secretary. The meeting must be held within ten (10) days.
 2. Notification of such meetings, time, location and nature of business to be transacted at such meeting, shall be placed on all Association Bulletin Boards at least three (3) days prior to such meetings by the Secretary. The Secretary shall also give notice to the Board Members by the most expeditious means.
 3. No other business, except that as stated in the notice, shall be transacted at the special meeting.
3.
 1. A majority vote of the Executive Board constituting a quorum shall

be required to pass any motion or decide any issue unless otherwise specified by the By-Laws.

2. Proxy voting is not authorized and such votes shall not be counted, if cast.
 3. Secret ballots may be taken upon the motion and approval of the Board members.
 4. The Secretary shall maintain an accurate written record of the nature of votes cast by roll call of each member of the Executive Board on each ballot, unless such ballot was secret.
 5. The Secretary will keep an accurate number of votes cast if the ballot is secret.
- 4.
1. When appropriate, at least on a semi-annual basis, a general membership meeting shall be held. The general membership shall be notified of such meeting by the Secretary at least five (5) days prior to the meeting. Notice shall be placed on all Association bulletin boards of the date, time, location and subject matter to be discussed.
 2. The Secretary shall be responsible for preparing an agenda to be posted prior to the meeting.
 3. Members in good standing will be allowed to propose new business to the Board. A quorum vote of the Board will determine if the new business will be addressed at that time or the Board will set a future date to address the new business.
- 5.
1. Upon the written request of eleven (11) members of the Association, in good standing, and delivered to the President or the Secretary, a written ballot shall be prepared by the Secretary for the purpose of determining the propriety of action taken at any Executive Board meeting held within the prior thirty (30) days of delivery of such written request.
 2. The general written ballot shall be completed within thirty (30) days of the receipt of such request.
 3. A two-thirds (2/3) vote of those members voting shall be required to overrule the action of the Executive Board.
- 6.
1. Order of Business.
 1. Call to order.
 2. Roll call of officers and Board members.
 3. Reading of the minutes of the last meeting.
 4. Report of officers
 5. Bills and communications
 6. Report of standing and special committees.
 7. Unfinished business
 8. New business

9. Election of officers, if an election is called for.
10. Installation of officers, if an election has been held.
11. Adjournment.

ARTICLE 8
EXECUTIVE BOARD

Voting Procedure, Election Committee and Ballot Counting

1.
 1. The Secretary shall prepare a ballot with the name of each person seeking election to the Executive Board. The names shall be placed on said ballot in alphabetical order. The word "incumbent" shall appear after the name of all incumbent Board members.
2.
 1. At least five (5) days prior to the holding of any election, the President shall appoint an election committee consisting of not less than five (5) members of the Association who shall be charged with the duty of conducting said election.
 2. One of the five (5) members shall be a member of the Executive Board who shall be chairman of said committee.
3.
 1. The ballot shall be placed in an unsealed envelope. Said ballot and unsealed envelope shall be placed in an unsealed stamped envelope which shall bear the address of the Association. Such envelope shall have a space on the reverse side for the member's signature.

The addressed envelope, unsealed envelope and ballot shall be placed in a larger envelope and delivered by United States mail to each member entitled to vote, at least ten (10) days prior to the date of the election.
 2. Members shall notify the Secretary of the Association whenever they are on vacation and will not be at their residence to receive the mailed ballots. The Secretary, once notified, shall arrange for absentee balloting.

The Secretary shall place a notice on all Association bulletin boards that the ballots have been mailed and the date of mailing shall be so noted within three (3) days of the actual mailing.
4.
 1. Any nominee receiving the greatest number of votes cast shall be duly elected as a Board Member the term, or until his successor is elected and qualifies. The result of the election shall be posted on all Association bulletin boards and will remain there for three (3) days.
 2. In the event of a tie for a position on the Executive Board, the Executive Board shall resolve such ties and fill such vacancies by majority of the Executive Board at a special meeting to be called five (5) days after the election.

3. All proceedings in connection with the election and the canvassing of the votes, with the exception of the voter making his ballot, shall be open and in full view of any and all members who wish to attend, but no member shall interfere with the orderly conduct of such election.
4. After the completion of any election, all records and ballots of said election and election supplies shall be returned to the Secretary who must preserve the records and ballots of said election intact for sixty (60) days thereafter, and if there has been no contest, they shall be destroyed unopened.
5. If any nominee files a contest of the election results, a special meeting of the Association shall be called, at which the tallied ballots will be unsealed and recounted by judges and tellers appointed for that purpose, and result of such recount shall be final.

ARTICLE 9
EXECUTIVE BOARD

Duties of Individual Board Members

1. The Executive Board of this Association shall be as follows:
 1. President
 2. 1st Vice President
 3. 2nd Vice President
 4. Treasurer
 5. Secretary
2. The President shall be the Chief Executive Officer and shall preside at all meetings of the Association and of the Executive Board. The President shall enforce a strict observance of these By-Laws and all other laws, rules and regulations applicable to the governing of the Association and the Executive Board. The President shall be empowered to designate committees and appoint membership thereto which are not otherwise provided for. The President shall require all officers of the Association to diligently and faithfully perform their duties, and it shall be the President's duty to forthwith report to the Executive Board of all subjects. The President can sign checks, drafts, and orders drawn on the treasury, along with the Treasurer, for monies and disbursements legally votes, and the President shall also sign all other reports, certificates, documents or correspondence that may require the President's signature. The President shall perform such other duties as the nature of the office of a majority of the Board may require. The President shall have the authority to appoint a Sergeant-at-Arms to preserve order whenever necessity requires. The President shall call meetings of the Executive Board and the Association as provided by these By-Laws. At any time, the President may re-designate Executive Board duties to ensure that all needs of the Association are met.
3. In the absence or the inability of the President to act, all the powers and duties of that office shall dissolve upon the 1st Vice President. In the event of the absence or disability of both the President and 1st Vice President, the Executive Board shall select a President pro tempore

from their membership who, while so acting shall possess all the powers of that office. The 1st Vice President shall ensure that committee reports are made on time. The 1st Vice President shall provide direction for committees in cooperation with the chairmen. The 1st Vice President shall ensure that committee chairmen submit financial reports in accordance with the By-Laws. The 1st Vice President shall fulfill any additional duties deemed appropriate by the President.

4. The 2nd Vice President shall perform all the duties of the 1st Vice President in the event of the 1st Vice President's inability to act, and in so acting shall have the authority of the 1st Vice President. The 2nd Vice President shall perform such other duties as expressly directed by the President.
5. The Secretary shall keep accurate and complete minutes of all meetings of the Association and of the Executive Board. The Secretary shall keep a log in which shall be entered in alphabetical order the names of all members, together with their addresses and telephone numbers. The Secretary shall attend to all correspondence and shall issue all notices, documents and communications not otherwise provided for and are necessary in the transaction of the business of the Association and as provided by the By-Laws. The Secretary shall render such reports as may be required. The Secretary shall maintain all reports of the Association not specifically provided for. The Secretary shall be the co-maker on checks, drafts or orders of the Association with the President or a Vice-President, when the Treasurer is absent or unavailable. At the expiration or sooner termination of this tenure of office, the Secretary shall deliver to the successor all books, documents, files, papers, equipment and/or other matters belonging to the Association or to the Secretary's office. The Secretary shall notify the general membership and the Executive Board of all regular and special meetings of the Board and the Association. The Secretary shall inform the Treasurer as immediately as practicable of any checks he has co-signed during the Treasurer's absence of unavailability, giving all pertinent information thereon as would be required by the Treasurer had the Treasurer signed the check.
6. The Treasurer shall keep an inventory of all items owned by the Association. The inventory shall include where those items are located. Should the items be located other than at the Association office, or an Association storage locker, the Treasurer's records shall indicate in whose possession those items are. The Treasurer shall submit all the books, records, papers, documents, etc. in the Treasurer's possession those under the Treasurer's control to an authorized auditor whenever requested. The Treasurer shall keep true and correct records on behalf of the Association, of any receipt and disbursements. The Treasurer shall receive all monies due the Association from any source, and shall issue official receipts, serially numbered. The Treasurer shall enter all such receipts in a cash book, showing the date, source, purpose, receipt number and amount of each separate item, and shall post each such item in appropriate ledgers. The Treasurer shall draw and sign all orders on the treasury for monies legally voted and secure the necessary signatures to the same, as hereinafter provided. The Treasurer shall require a receipt for all items purchases along with copies of the purchase order for said orders if at all possible. The Treasurer shall not reimburse Association members for items purchased unless there is a written explanation from the Executive Board members to why a receipt

could not be obtained. Should a receipt not be obtained, such expenditures shall not be approved without a vote from the majority of the Executive Board. In addition, a report shall be made at the next membership meeting explaining the fact of why a receipt could not be obtained. The Treasurer shall enter the date, serial number, name and address of the payee, purpose and amount of each disbursement made by the Treasurer in a report kept for that purpose, and balance such record as of the first day of each and every calendar month, showing the cash and other assets of the Association in full. The Treasurer shall render such other reports and perform such other duties as may be required of the Treasurer by the office or the Executive Board. Fifteen (15) days prior to the start of a pay period in which a salary increase is effective, the Treasurer will notify in writing the County Finance Department of the increased dues to be deducted. The Treasurer shall render a full and complete report to the Association when required by the Executive Board. The Treasurer shall submit all books, accounts, funds or equipment in the Treasurer's possession or under its control to any authorized auditor whenever requested.

At the expiration or sooner termination of the Treasurer's tenure of office, the Treasurer shall deliver to the successor all funds, monies, books, accounts, papers, documents, equipment and/or matter belonging to the Association or to the Treasurer's office, and receive a receipt, a copy of which shall be filed with the Secretary.

7.

1. Any officer may resign from his office at any time by giving written notice to the Executive Board or the President or Secretary of the Association and such shall be effective at the date of receipt or any later time specified in said notice. Acceptance of such resignation shall not be necessary.

B. Any Board Member who accepts a permanent appointment outside the bargaining unit shall resign his Board position immediately. Any Board member who accepts a temporary appointment outside the bargaining unit shall resign his Board position if that appointment lasts four (4) months or longer.

8.

In recognition of the amount of dedicated work that is required of an Executive Board member, and consistent with past practice, and the practice of other labor organizations, Executive Board members shall be compensated for the work they perform in their capacity as a Board member on behalf of the organization, in the amount of \$350 per month. However, should a majority of the Executive Board believe that an individual Board member or Board members are not fulfilling their assigned responsibilities during a month, the majority of the Board can vote to deny compensation to that individual Board member for that month and report the same to the general membership at the next quarterly meeting.

Said rate of compensation for Board members shall be adjusted hereafter on an annual basis each July 1st based upon the across the board increase that the Association receives as a result of negotiations with the County. Such increases may have to be retroactive due to negotiations. In the event that the raise is not an across the board raise, it shall be the least percentage increase received by a classification.

The Association shall be responsible for maintaining proper payroll records of these expenditures and paying all necessary expenses therein as required by State or Federal statute.

ARTICLE 10
COMMITTEES

1.
 1. Special committees may be established at the discretion of the Executive Board.
 2. Special committees shall serve until assigned tasks are completed or until the committee is discharged. No special committee which has expended any monies shall be discharged until all debts contracted by it have been paid.
2. Any committee or member expending or collecting any money at the direction of, or with the permission of the Association or the Executive Board, shall render a full accounting thereof, in detail, to the Executive Board. Such accounting shall be made on each separate occasion requiring it, or whenever requested by the President, Treasurer or Executive Board as soon as practicable.

ARTICLE 11
FUNDS

1.
 1. The Executive Board may authorize the Treasurer to invest the funds of the Association in accordance with the laws of the State of Oregon as follows:
 1. Depositing cash in commercial and savings accounts in banks protected by the Federal Deposit Insurance Corporation.
 2. Purchase of bonds of the United States of America, the State of Oregon, any political sub-division of the State of Oregon or any public utility, provided that such purchases are lawful investments under the laws of the State of Oregon.
 3. Depositing cash in any building and loan association doing business in the State of Oregon, provided that such deposits shall not exceed those amounts guaranteed under the provision of any Federal law guaranteeing such deposits.
 4. Depositing cash, purchasing shares, certificates of interest, or stock in any investment fund or open end diversified management company as defined by the provisions of the Federal Investment Company Act of 1940 and subject to the laws of the State of Oregon.
 2. All withdrawals shall be by check, signed by the Treasurer, or if absent or unavailable, then by the Secretary and co-signed by either the President or 1st Vice President.
 3. All expenditures in excess of five-thousand (\$5,000) dollars shall be subject to the approval of the Association membership by a vote. A majority of all votes cast shall authorize the

expenditures.

4. Expenditures in excess of one hundred (\$100) dollars and less than five thousand (\$5,000) dollars, shall be subject to approval by a majority of the Executive board. In case a Board member wishes to have authorized and of a sum in excess of one hundred (\$100) dollars, the Board member shall contact the Treasurer and give the Treasurer a report of the item or items needed to be purchased and the reasons for such. The Treasurer will record that information and report it at the Executive Board meeting. Should a purchase be necessary before the Executive Board meeting, the Treasurer shall conduct a telephone poll of the Board members and shall give them the explanation for the item. The Treasurer shall record their votes on authorization of the item. Should it be approved by a majority of the Board, the Treasurer will inform the person wishing to purchase the item of the approval.
 5. Expenditures of one hundred (\$100) dollars or less by the officers of the Association may be made when necessary to carry out the business of the Association. The requirement for receipts applies to these purchases as it does for all other expenditures of funds.
 6. The Treasurer shall ensure on a monthly basis that a copy of all expenditures from the previous month shall be made and a duplicate copy of those records be delivered to the Secretary to assure the proper maintenance of records.
 7. The Association may derive revenues from the interest or profit earned on its investments or profits from affairs sponsored by it an may also receive gifts, donations, bequests, legacies and/or other monies so long as such monies are intended for the general use and purposes of all members of the Association.
- 2.
1. A benevolent fund shall be established from the proceeds of benefit revenues and donations for the purpose of providing charitable contributions, member bereavement/illness acknowledgments and Association awards and recognition functions.
 2. Charitable contributions shall be limited to a maximum of one thousand dollars (\$1,000) for any one group, organization, or cause in a one (1) year period of time and such contributions will be made on written request approved by a majority vote of the Executive Board.
 3. Association awards and recognition functions shall be approved by a special vote of the Executive Board and shall be funded within special guidelines set by the Board for each function. Such functions are to be accepted only upon a written function plan to include a written agenda and statement of estimated costs. A majority vote of the Executive Board is required for approval to be indicated by their approval signatures on the function plan form.
 4. All political contributions shall be subject to a vote of the membership. Such contributions shall require a majority vote, of those casting votes, in order to be considered approved.

ARTICLE 12
DUES

1.
 1. Dues shall be paid by all active members of the Association. The dues shall become due and payable by the payroll deduction in the amount authorized by the Association, and each member shall sign a pledge card guaranteeing the payment of dues upon his acceptance as a member into the Association, and shall sign a payroll deduction card to authorize dues deductions from Lane County.
 2. Any active or retired member who is more than two (2) months in arrears in his dues, shall be automatically determined delinquent and not entitled to any privileges of the Association. Any delinquent member may reinstate himself to good standing in the Association upon the payment of all monies overdue and provided that petition is made to the Executive Board and that said Executive Board, by resolution, allow readmittance to membership upon payment of the delinquent amount.
 3. The monthly dues for members shall be equal to one percent (1%) of each members' gross income for that month. A payroll deduction card which will be signed by all members shall allow for one percent (1%) of the members' gross income to be deducted each pay period by the County.

ARTICLE 13
MISCELLANEOUS

1.
 1. No officer or member of the Association shall represent the Association or communicate in any manner, information concerning the Association or its members, or any business transacted, or to be transacted or considered by the Association, or any of its officers or committees, or give out anything for publication, or purport to bind the Association in any manner whatsoever, unless he be authorized to do so by the Executive Board.
 2. No officer of the Association shall act in any manner that puts the officer's individual interest in conflict with those of the Association. This includes but is not limited to selling items to the Association for profit, accepting any special favors or gifts or profits from any vendor or person that sells items to the Association, unless such gift is nominal in value such as an inexpensive Christmas gift.
2.
 1. Any contracts entered into or canceled on behalf of the Association must first receive the approval of a majority of the Executive Board and shall be signed by the same persons authorized to sign checks on behalf of the Association.
3.
 1. Any change in fringe benefits and/or working conditions which has been negotiated with representatives of Lane County and approved by the Executive Board of this Association shall be submitted to the general membership for approval and ratification.

2. The approval and ratification shall be by the largest number of all votes cast which shall determine approval and acceptance.
4.
 1. Whenever in these By-Laws the word "member" is used, it means an active voting member of the Association, unless it is preceded by another word describing a different status. Whenever the word "membership" is used, it means the collective, active voting members of the Association, unless it is preceded by another word describing a different status. Whenever the phrase "majority vote" is used, it means a majority of all lawful votes cast (in excess of fifty percent [50%]), unless it is preceded by another word describing a different status. Whenever the phrase "two-thirds vote" is used, it means two-thirds (2/3) of all lawful votes cast, unless a different meaning is clearly indicated by the context. Whenever any money value is used, it means in lawful money of the United States. The use of the singular number includes the plural, and the plural the singular; the masculine includes the feminine and vice-versa; the use of the present tense includes the future; "writing" includes printing, and typewriting; and all provisions are to be construed according to the fair import of their terms.
5.
 1. The Executive Board shall, for all elections other than election of members of the Board, and as otherwise specified in the By-Laws, prescribe the method of balloting to be used by the general membership.

ARTICLE 14
AMENDMENTS

1.
 1. These By-Laws may be altered or amended by a written request from one or more active members or by direct request of a member of the Board. If approved by the majority of the Executive Board, the Secretary shall post the proposed changes for a fifteen (15) day period. After this period, the change will be submitted to a vote of the entire active membership. A two-thirds (2/3) majority of all active member votes cast is needed for approval of such amendment.
 2.
 1. Any suggested changes of the By-Laws presented to the Executive Board and rejected by them may be resubmitted by a petition signed by not less than eleven (11) active members in good standing and shall be thereupon submitted to a vote of the entire active membership after a fifteen (15) day posting period. A two-thirds (2/3) majority of all members' votes cast is needed for approval of such amendment.
 3.
 1. Whenever an amendment or new By-Law is adopted or repealed, the appropriate page reflecting the change will be printed and distributed to all active members. Each new adoption or fact or repeal shall be dated.

ARTICLE 15
CERTIFICATION OF RATIFICATION

I, Rene Stone, currently the President of Lane County Peace Officers' Association, hereby certify that these current By-Laws were adopted by vote in accord with our previous By-Laws on this the ____ day of _____, 19__

Rene Stone, President