

Florida Crime Prevention Association By-Laws





Florida Crime Prevention Association By-Laws

Article I -	General	Pg 2
Article II -	Mission Statement	Pg 2
Article III -	Membership	Pg 3
Article IV -	General Membership Meetings	Pg 3
Article V -	Voting	Pg 4
Article VI -	Officer, Duties, and Terms	Pg 5
Article VII -	Board of Directors	Pg 6
Article VIII-	Amendments	Pg 8

Article One – General

Section 1.1 Name: The name of this organization shall be the **FLORIDA CRIME PREVENTION ASSOCIATION, INC.**

Section 1.2 The organization shall have a seal, which shall be in the form: Florida Crime Prevention Association, Inc. Foundation not for profit. Seal 1969, Florida.

Section 1.3 The organization may, at its pleasure, by a two thirds vote of the membership present, change its name at any given general membership meeting provided that all members are notified ten days prior.

Section 1.4 The organization will not discriminate in membership on the basis of race, creed, color, religion, national origin, sex, marital status, disability, or sexual orientation.

Article Two - Mission Statement

Section 2.1 The purpose for which the corporation is formed is to develop and promote professional standards of ethics and competence of law enforcement officers and promote crime prevention practices for the purpose of decreasing crime, the fear of crime and increasing the quality of life.

Section 2.2 To bring together law enforcement agencies and other related specialists and concerned individuals to exchange experiences and offer successful programs to improve community relations and crime prevention efforts on behalf of the law enforcement profession.



Florida Crime Prevention Association By-Laws

Section 2.3 Avail law enforcement agencies the resources to provide their communities with current programs in the areas of but not limited to community relations, community policing, and crime prevention.

Section 2.4 Inform and educate the general public through its membership, utilizing programs designed to create and develop an awareness of current crime prevention techniques.

Article Three – Membership

Section 3.1 Regular Membership: Shall be available to any person who is employed by any law enforcement agency, any individual who works in the field of crime prevention, either in the public or private sector, or any concerned individual. This class of membership shall also be available to any person, who at the time of becoming disabled or retirement from any law enforcement agency, who has been a member of the Association, subject to the approval of the Board of Directors.

Section 3.2 Associate Membership: Shall be available to any person who is not eligible for regular membership, who performs services that contributes to the goals of law enforcement crime prevention efforts, to include volunteers.

Section 3.3 Membership:

A. The term of membership shall be from the first day of the annual meeting and shall end on the day immediately prior to the next annual meeting.

B. A petitioner for regular membership or associate membership of this organization shall submit an application, in writing, to the Secretary, who in turn shall gain the approval of the President and appropriate Regional Director.

C. The Board of Directors shall, at quarterly intervals, review all applications for associate membership and approve or reject.

D. A "Member in good standing" is hereby defined to be a member who has paid all dues and assessments levied by the organization, or who is not more than thirty days (30) in arrears of payment.

E. Any member not in good standing as provided in Section 3.3(D), of this Article, may be restored to good standing by payment of all past due amounts plus the amount necessary to pay up to the next anniversary date. The reinstatement will be approved or rejected by action of the Board of Directors.



Florida Crime Prevention Association By-Laws

F. The dues of this organization shall be * \$20.00 per person, per annum for regular membership and for associate membership. Law enforcement agency membership shall be * \$75.00 per annum and classified as regular membership, and be limited to the head of the agency plus up to seven (7) additional members.

** (Amended 7/25/03 – see Section 8- Amendments)*

G. The Board of Directors may, by quorum vote at any meeting expel any member for cause, provided said member shall have been given at least ten (10) days prior notice and be allowed the opportunity to appear before the Board at that meeting.

H. All regular and associate members shall subscribe to the Police Canon of Ethics and Law Enforcement Code of Ethics. Failure to do so may be grounds for expulsion.

Section 3.4 Corporate Membership: Corporate sponsorship shall be \$300.00 per annum and shall be classified according to the guidelines of Section 3.1, regular membership, and Section 3.2, associate membership. **Section 3.5 Revocation of Membership:** The Board reserves the right to refuse or review to revoke membership to any applicant, corporation or individual, who does not conform to Article 2 of the by-laws.

Article Four - General Membership Meetings

Section 4.1 The annual membership meeting of this organization shall be held in conjunction with the annual conference / seminar. The President shall schedule the day. The Secretary or Treasurer shall cause to be mailed to every member in good standing, at his/her stated address a notice telling the date, time, and place of such meeting, no less than ninety (90) days prior to the meeting.

Section 4.2 Regular regional meetings shall be held annually. The Regional Directors shall set the date and notify the President.

Section 4.3 The presence of not less than thirty three percent (33%) of the membership at the state meeting shall constitute a quorum and shall be necessary to conduct the business of the organization.

Section 4.4 Any recommendations or proposals and reports discussed at the regional meeting will be forwarded to the Board of Directors for review.



Florida Crime Prevention Association By-Laws

Section 4.5 Members of the Executive Board, consisting of: The President, Executive Vice President, Secretary and Treasurer, shall be notified ten (10) days prior to any regional meeting.

Section 4.6 Special meetings may be called at any time by the President with approval of the Board of Directors. Notification telling the date, time, and place of such meeting, shall be made to the membership at least forty-five (45) days prior to the meeting.

Article Five – Voting

Section 5.1 All Officers and Directors shall be elected by secret ballot from the floor.

Section 5.2 All regular members present, in good standing, shall have full voting privileges.

Section 5.3 During election of officers, each agency presented shall have only one (1) vote regardless of the number of members present from that agency.

Article Six - Officers, Duties, and Terms

Section 6.1 The officers of the association shall be as follows:

- President
- Executive Vice President
- Treasurer
- Recording Secretary
- Regional Director- Region 1
- Regional Director- Region 2
- Regional Director- Region 3
- Regional Director- Region 4
- Regional Director- Region 5
- Regional Director- Region 6
- Regional Director- Region 7
- Regional Director- Region 8
- Regional Director- Region 9
- Chaplain
- Ex-Officio Members



Florida Crime Prevention Association By-Laws

Section 6.2 The elective officers named above shall be elected in the manner prescribed in the by-laws for a term of two (2) years: President in even numbered years; Vice President in odd numbered years; Recording Secretary in even numbered years; Treasurer in odd numbered years. Even numbered Regional Directors elected in even numbered years; Odd numbered Regional Directors elected in odd number years. Only regular members in good standing may hold office.

Section 6.3 The President shall be the chief executive of this organization. He / She shall preside at all general membership meetings and at meetings of the Board of Directors. He / She shall have the power to convene special meetings of the membership and the Board of Directors. He / She shall have the power to appoint all committees and all ex-officio members to the Board of Directors. Ex-Officio members will be non-voting Board members. The President shall have such powers as may be reasonably construed as belonging to the chief executive of any organization.

Section 6.4 The Regional Directors shall preside at all regional meetings within their respective regions, and perform other duties as prescribed by the President or Board of Directors. The regional boundaries shall be described as;

Region 1: Escambia, Santa Rosa, Okaloosa, Walton, Holmes, Washington, Bay, Jackson, Calhoun, and Gulf counties.

Region 2: Gadsden, Liberty, Franklin, Leon, Wakulla, Jefferson, Madison, Taylor, Hamilton, Suwannee, and Lafayette, counties.

Region 3: Baker, Columbia , Union, Bradford, Duval, Clay, Putnam, Flagler, St. Johns, and Nassau counties.

Region 4: Gilchrist, Alachua, Levy, Marion, Citrus, Sumter, Dixie and Hernando counties.

Region 5: Brevard, Volusia, Lake, Seminole, Osceola, and Orange counties.

Region 6: Pinellas, Pasco, Hillsborough, Polk, Manatee, Hardee, Highlands and Sarasota counties.

Region 7: Indian River, Palm Beach, Okeechobee, St. Lucie and Martin counties.

Region 8: Monroe, Broward, and Miami/Dade counties.



Florida Crime Prevention Association By-Laws

Region 9: DeSoto, Charlotte, Glades, Lee, Hendry, and Collier counties..
** (Amended 3/21/08 – see Section 8- Amendments)*

Section 6.5 The President shall present at each annual meeting of the organization an annual report of the work of the organization. The incumbent President shall also present a proposed budget for the upcoming year including anticipated income and project expenses. This budget shall not be binding on the incoming officers and directors.

Section 6.6 The Recording Secretary shall keep minutes of all membership and Board of Directors meetings whether scheduled or called and cause the minutes to be published and distributed. In the event the Vice President is unable to perform his/her duties, the Secretary shall assume the duties as the Acting Vice President.

Section 6.7 The Treasurer shall keep all business, financial and membership records and shall be the official custodian of the records, seal, monies, and securities of the association, It shall be the duty of the Treasurer to file any certificates or reports required by statute, state or federal. He / She shall submit to the Board of Directors of the membership as appropriate any communication addressed to the office of the Treasurer, and to serve all notices to the members. The Treasurer will be one of the two officers permitted to sign the checks and drafts of the association and exercise all duties incident to the office. The Treasurer shall render at annual meetings, Board of Director meetings, and such other times as the Directors may instruct, a written account of the finances of the association in a form and manner showing the closing balance of the last statement. This report shall be attached to the minutes of the meeting at which presented. In the event the Secretary is unable to perform his/her duties, the Treasurer shall assume the duties as the Acting Recording Secretary.

Section 6.8 The Executive Vice President shall, in the event of the absence or inability of the President to exercise his / her office, become Acting President of the organization with all the rights, privileges and powers as if he / she had been duly elected President. It will be the responsibility of the Executive Vice President to stimulate and increase membership in the organization. He / She will attend any regional meeting that cannot be attended by the President.



Florida Crime Prevention Association By-Laws

Article Seven - Board of Directors

Section 7.1 The business of the association shall be managed by a Board of Directors consisting of thirteen (13) elected officers. The Immediate Past President will be an ex-officio member of the Board of Directors, but will have no voting privileges except in the case of a tie.

Section 7.2 The Board of Directors shall have control and management of the affairs and business of this organization. Such Board of Directors shall only act in the name of the organization when it shall be regularly convened by its chairperson after due notice to all the Directors of such meetings.

Section 7.3 A quorum shall consist of fifty per cent (50%), plus one, of the full membership of the Board of Directors, as defined in Section 7.1.

Amended April 2006

Section 7.4 Each Director shall have one (1) vote and such voting may be done by written proxy on any known issue. There shall be no proxy votes on spontaneous issues.

Section 7.5 The Board of Directors may make such rules and regulations covering its meetings as it may in its discretion determine necessary.

Section 7.6 All expenditures shall be made under the supervision of the President and no expenditure in excess of two hundred dollars (\$200.00) shall be made without the approval of the Board of Directors, in writing. All checks shall be signed and counter signed having two (2) signatures, one of which will be the Treasurer.

Section 7.7 In the event the office of President stands vacant for any reason, the Executive Vice President shall serve as the President for the remainder of the term. In the event any other elected office stands vacant, the Board of Directors shall select and appoint any member in good standing to serve the remainder of the term. In the case of Regional Director, such appointments will be made from the region that is affected.

Section 7.8 Any member of the Board of Directors may be removed when sufficient cause exists for any such removal. The Board of Directors may entertain charges against any Director. The Board of Directors shall adopt such rules as it may in its discretion consider necessary for the best interests of the organization, for this hearing.



Florida Crime Prevention Association By-Laws

Section 7.9 The Board shall meet at least four (4) times annually, at a date, time, and location to be determined by the President. The Board shall be notified at least 30 days prior to the meeting date. In the case of an emergency meeting, timely notification will be made.

Section 7.10 The Board reserves the right to conduct business electronically.

Section 7.11 All Officers and members of the Board of Directors must attend all scheduled Board of Directors meetings unless excused in writing by a member of the Executive Board. Such excuse shall be added to the Minutes of that scheduled meeting. Failure to attend scheduled meetings may result in the removal of that Officer or Director.

** (This Section added April 2006)*

Article Eight – Amendments

Section 8.1 These by-laws may be altered, amended, repealed, or added by an affirmative vote of not less than two thirds (2/3) of the Board of Directors at any meeting. Each member must be notified by mail or in person thirty (30) days prior to the intended action.

Section 8.2 Any action to alter, correct, or amend the by-laws shall be certified on two (2) copies, one to be filed with the Secretary of State and the other maintained in the association files.

Amendments to By-Laws:

July 12, 2002- The Board of Directors approved punctuation and spelling corrections to these Bylaws.

July 25, 2003- The Board of Directors approved an amendment increasing the membership dues (Section 3.3) Individual- \$15.00 to \$ 20.00 & an Agency with 7 or more members - \$.50.00 to \$ 75.00 effective October 1, 2004

April 2006- The Board approved the re-wording of Article 7 Section 7.3 removing “per cent (1%) “

April 2006 – Board approved the addition of Section 7.11.



Florida Crime Prevention Association By-Laws

- **March 2008** - Board approves changes to Article 6, Section 6.4 to included the following; Brevard County moves from Region 7 in to Region 5, Palm Beach County moves from Region 8 in to Region 7, Columbia County moves from Region 2 in to Region 3