

NATIONAL LATINO PEACE OFFICERS ASSOCIATION BY-LAWS SANTA CLARA COUNTY FOUNDING CHAPTER



ARTICLE I

Name and address of the Chapter

SECTION 1. NAME: The name of this corporation is the National Latino Peace Officers Association Santa Clara County Chapter, hereafter referred to as National Latino Peace Officers Association Santa Clara County Founding Chapter ("NLPOA SCCFC").

SECTION 2. ADDRESS: The headquarters of the NLPOA SCCFC shall be designated by the current Board of Directors (Chapter Executive Board).

ARTICLE II

Mission

The mission of the NLPOASCCFC is to function in accordance with its Articles of Incorporation, Bylaws, Standard Operating Procedures, and other official board of directors policies in safeguarding the association's Nonprofit Public Benefit Tax Exempt 501 © (3) IRS charitable Corporation status.

ARTICLE III

Goals

The goal of the NLPOA SCCFC is to focus its resources to:

- Provide professional career development and Equal Employment Opportunity Commission advocacy for its members.
- Network with the Latino community to reduce conflicts between law enforcement and residents.
- Provide scholarships and other support to students pursuing careers in law enforcement or and non law enforcement fields.
- Assist in community-based programs focused on crime reduction.
- Provide resources coupled with community efforts to advance the betterment of the communities we serve.

ARTICLE IV Membership

SECTION 1. Membership in this Association includes six (6) categories: Regular (sworn peace officer), Associate (non peace officer), Lifetime, Honorary, Student and Corporate:

- **Regular Member: Any criminal justice or law enforcement professional, active or retired, full time or reserve, who demonstrates dedication to the objectives of NLPOA. "Professional positions" are defined as federal, state, county or locally commissioned peace officers with powers to arrest as designated by the laws of the state in which they are employed.**
- **Associate Member: Any person who does not qualify as a regular member, but who identifies with and supports the objectives of NLPOA. The Board of Directors is charged with monitoring to assure that Associate Members do not comprise more than twenty percent (20%) of the membership. The aforementioned twenty percent limit conforms with California Penal Code section 146(c) and will be adjusted as needed to conform with California Law.**
- **Lifetime Member: Any regular member who has served as a local, regional, state or as national president qualifies for this type of membership. A minimum of 20 years of membership are required to qualify. Lifetime members shall pay no dues and shall maintain full membership status, including the privilege of holding office and voting.**
- **Honorary Member: A designation bestowed by the Board of Directors upon a person who has made exceptional contributions to NLPOA. Honorary members do not pay dues nor do they have the right to vote or hold elected office, with the exception of those who otherwise qualify as regular members.**
- **Student Member: Any person who is enrolled in high school and or college and is supportive of the goals and objectives of the NLPOA. A student member shall neither have voting privileges nor the right to hold office.**
- **Corporate Member: Any corporation that is supportive of the goals and objectives of NLPOA, and who the Board of Directors chooses to embrace as an advocate. Corporate Members may not vote nor hold office.**

SECTION 2. Membership Dues: The amount of dues for membership shall be established by the Board of Directors. It will be an amount appropriate to meet the association's obligations. National dues are required to be paid to the national treasurer no later than January 15th. If dues are not received and confirmed by the national treasurer by February 15th, the Chapter is subject to the following:

- Suspension of benefits under the national umbrella. Benefits include, but are not limited to: training, insurance and use of the national web site.
- Suspension of voting rights and the right to run for a Chapter board position.

ARTICLE V
Meetings

SECTION 1. Board of Directors shall meet at least once a month by regular membership meetings or phone conference. Additional meetings, if necessary, will be determined by the chapter president and or by 2/3 of the Chapter Board of Directors. Notice of the meetings with agenda items shall be given no less than (30) days prior to said meetings. Local chapter membership meetings shall occur at least every other month.

SECTION 2. Membership. The general membership shall meet once every other month. Additional meetings ("special meeting"), may be called by 2/3 of the Chapter Board of Directors and/or by the Chapter president with approval of a simple majority of the Board. Notice of the meetings shall be given not less than thirty (30) days prior to the said meeting.

“General Members,” as referred to in these by-laws, are defined as: Regular, Associate, and Lifetime Members. General Member classification does not include Honorary, Student, or Corporate Members.

SECTION 3. QUORUM.

- Board of Directors Meetings - Simple majority (50% plus one).
- General Membership Meetings - Simple majority of the membership present and voting.

SECTION 4. Only board members, at board meetings, and general members, at membership meetings, in good standing shall be eligible to vote.

SECTION 5. ORDER of BUSINESS: The order of business for the Chapter meeting shall be as follows:

1. Pledge of Allegiance, Invocation, Roll Call
2. Reading of minutes of previous meeting
3. Treasurer's report
4. Reports
5. Old Business
6. New Business

ARTICLE VI
Board of Directors

SECTION 1. The Chapter Board of Directors shall consist of the officers elected to office which will consist of the:

- Chapter President
- Vice President
- Treasurer
- Secretary
- Parliamentarian
- Editor
- Historian
- With concurrence of the Chapter Executive Board, the president may appoint members to committees

The Chapter Executive Board shall have the power to overturn a president's appointment with a 2/3-majority vote of the board.

SECTION 2. Chapter Officers ("Executive Board")

- A) **PRESIDENT:** shall preside at all general membership and Chapter board meetings. He/she shall represent the Association at all public and official functions. He/she shall be responsible for referring all matters requiring committee action to the pertinent committee chair and coordinate the work and performance of elected officials. A person may only be elected and hold the office of president for no more than two consecutive terms at a time. He/she is an active or retired sworn peace officer. The President shall have the power to appoint General Counsel to the NLPOA SCCFC. He/she shall be responsible to assist the Treasurer for the completion of State and Federal tax returns for his/her term.
- B) **VICE-PRESIDENT:** shall assist the President in any manner requested by the President, and, in his/her absence, shall act in his/her behalf during board meetings and public and official gatherings. He/she shall be an active or retired sworn peace officer. The Vice-President must be a member of the local chapter and reside in the region.
- A) **TREASURER:** shall be responsible for the financial management of the Association and shall keep all financial records current. The Treasurer shall also maintain a current, complete and accurate record of all members of this Chapter of this association who are in good standing. Disbursements for this Chapter shall be made by check, signed by the President and/or the Treasurer. All records shall be open to any member of this Association. Federal and State tax returns shall be filed by the Treasurer at the end of the year or as soon as possible for the taxable year in office. Should any discrepancies not be resolved by the Executive Board, an audit by an independent accredited public accounting firm shall be done. Each incoming Chapter Executive Board shall be presented with the current financial status of the

treasury and tax returns. The Treasurer shall submit a written quarterly financial statement to the board. He/she shall submit a detailed financial statement to the general membership for the previous year.

- B) **RECORDING SECRETARY**: shall keep a record of attendance, take minutes at general membership and executive board meetings and provide the minutes to the Chapter Executive Board within (15) fifteen days of such meetings.
- C) **PARLIAMENTARIAN**: shall assist the President to conduct meetings in an orderly manner and in compliance with Chapter by-laws and or Roberts Rules of Order, and performs other duties as assigned.
- D) **HISTORIAN**: compiles and maintains a history of the activities in which this Chapter participates.
- E) **El Puente EDITOR**: shall be responsible for the development, publication and distribution of the official newsletter of this Chapter.
- F) **IMMEDIATE NLPOA SCCFC PAST PRESIDENT**: serves until a new Chapter President is elected. The Past President provides guidance to the newly elected President and continues to assist the Association as requested by the Chapter President and/or Executive Board.
- G) **GENERAL COUNSEL**: an individual appointed General Counsel must be a duly authorized attorney licensed to practice law in the State of California.

SECTION 4. Powers of the Chapter Executive Board of Directors consist of administering NLPOA SCCFC operations and responsibilities as they pertain to the Chapter's goals and objectives. Unless authorized by the National Executive Board, no officer, agent, or other individuals shall have any power to bind the Association by contract or render it liable for any purpose or any amount. The NLPOA SCCFC General Counsel shall review all contracts prior to approval.

ARTICLE VII **Elections**

SECTION 1. Nomination Committee: shall be established by the President (30) days prior to elections on election years and should consist of at least three (3) members. The nominating committee is responsible for insuring that election information is published and made available for members seeking elected office.

SECTION 2. Only general members in good standing shall be entitled to make nominations and vote. No proxy allowed.

SECTION 3. The elections shall be by secret ballot.

SECTION 4. The term of office for elected chapter executive board members shall be one

year.

SECTION 5. Nominations from the floor shall be accepted.

ARTICLE VIII
Removal from Office

Elected officers or members of the Board of Directors may be removed from office by a 2/3 vote of the Board for cause.

ARTICLE IX
Vacancies

SECTION 1. Whenever the Chapter President is unable to attend to his/her responsibilities, the Vice-President shall serve as President.

SECTION 2. Vacancies, other than the offices of President and Vice President: the President (with concurrence of the Chapter Executive Board) may fill vacancies as necessary by appointment.

ARTICLE X
Committees

SECTION 1. The NLPOA SCCFC should have the following standing committees:

- A) **PUBLICITY AND COMMUNICATIONS COMMITTEE** disseminates information regarding law enforcement issues consistent with policies and objectives of this Association. Committee members shall assist the Publication Editor in developing and relaying pertinent information to the general membership.
- B) **WAYS AND MEANS COMMITTEE** seeks financial resources necessary to enable the Association to operate in a fiscally sound manner.
- C) **FINANCIAL REVIEW COMMITTEE** audits this Association's financial records. They will review expenditures and make recommendations on fiscal policies. The committee shall make a report to the general membership at the annual meeting.
- D) **COMMUNITY LIAISON COMMITTEE** establishes programs for networking with community based organizations.
- E) **BY-LAWS COMMITTEE** reviews the By-laws and makes recommendations on changes. The general membership at the annual training conference shall vote changes on.
- F) **RECRUITING COMMITTEE** establishes strategies for recruiting Latinos into law enforcement as well as recruiting new NLPOA members.

- G) **LEGISLATIVE COMMITTEE** keeps the membership informed of related activities and issues affecting this association.
- H) **PLANNING COMMITTEE** makes recommendations to the Chapter Executive Board with short and long term goals for the Association.
- I) **SCHOLARSHIP COMMITTEE** establishes guidelines for the Association's Scholarship Program to be utilized by the Association in the distribution of scholarship funds. This committee makes bi-annual reports to the National Executive Board.
- J) **STANDARD OPERATING PROCEDURES COMMITTEE** is responsible for maintaining, updating and distributing to all concerned any rules or regulations established by the Board of Directors affecting the operations of the association.
- K) **SPECIAL EVENT PLANNING COMMITTEE** is responsible for any negotiations professional planning companies. The committee may include, in an advisory capacity, persons deemed necessary to effectively formulate the event agenda, program, budget and time lines. The committee shall consider the economic concerns of the Chapter and submit its recommendations to the Chapter Board for approval.

ARTICLE XI
Finances

All monies of the association shall be placed in an appropriately established fund account in a creditable bank.

ARTICLE XII
Chapters

SECTION 1. The National Latino Peace Officers Association is established as an umbrella association that recognizes and charters state and local chapters as organizational structures for the management of its membership. The State Association shall be established under the National Association and all Local Chapters shall be established under both the State and National Association.

ARTICLE XIII
Dissolution

On dissolution of this Association, any funds remaining shall be distributed to one or more local regularly organized and qualified charitable, educational, scientific, or philanthropic organizations to be selected by the NLPOA SCCFC Chapter Executive Board.

ARTICLE XIV
Amendments

These By-Laws may be amended or altered by a two-thirds vote of the majority of the general members in attendance at the general membership meeting. The desired amendment shall be posted on the NLPOA website no less than 30 days prior to the general membership vote.

ARTICLE XV
Political Action

SECTION 1 - POLITICAL ACTIVITY

Neither the NLPOA, nor any of its State or Local Chapters shall engage directly in any political activity. The Association shall not participate in the publication or distribution of statements in any political campaign on behalf of or in opposition to any candidate for public office.

ARTICLE XVI
Logo

The NLPOA official branding logo uniting our members is a gold colored leafed seven-point star with a gold colored figure of an Aztec God in the center against a white field. Encircling the Aztec God and white field is a narrow uniform band with two inscriptions:

- “LATINO PEACE OFFICERS ASSOCIATION.” from left to right across top of and around the Aztec God;
- “NATIONAL” inscribed on the bottom of the band.
- The letters shall be gold colored against a royal blue field.
- A solid filled gold colored star shall be centered in the space between “Latino ” and “National” and between “National” and “ Association.”
- At the bottom of the figure and beneath the encircling band is a crescent shaped ribbon with the initials "L.P.O.A." an acronym for Latino Peace Officers Association.
- This ribbon shall be a crescent shaped band and the letters shall be gold colored against a royal blue field.
- The National Board shall apply for trademark protection for this logo.

State and Local Chapters shall not make any modifications with respect to the use of the NLPOA Logo without the express permission of the National Board. Changes to this logo shall only be made through the amendment process described in Article XVI of these by-laws.

**National Latino Peace Officers Association
Santa Clara County Founding Chapter
By-laws
Revision June 15, 2015.
San Jose, California**