

The Greater Pittsburgh Police Emerald Society



BY-LAWS

Revised June 2014

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Article I: Name

Section 1. The Name of this Organization shall be:

“The Greater Pittsburgh Police Emerald Society”

Section 2. The Association shall have a Seal which shall be in the following Form:



Article II: Mission

Section 1. The Following are the purposes for which this Association has been created:

- A. To develop the Spirit of Fraternalism.
- B. To encourage active participation in Community Activities.
- C. To preserve the Irish Culture and to promote the contributions of our ancestors.
- D. To recognize the accomplishments of Irish-Americans in Law Enforcement and other public safety professions.
- E. To work with civic and public safety associations on areas of mutual concerns.
- F. To provide a Family Oriented, Social Cultural Atmosphere within the Law Enforcement Community.
- G. To promote positive public sentiment toward Law Enforcement and other Public Safety Agencies.
- H. To assist worthy or needy members.
- I. To promote legislation beneficial to Law Enforcement.
- J. To aid Active Members Families in event of a Line of Duty Death.
- K. To uphold and defend the Constitution of the United States of America and the Commonwealth of Pennsylvania.
- L. To aid and assist with support of the Pittsburgh Police Pipes and Drum Organization and its members.

Article III. Membership

Section 1. There shall be three classes of membership:

A. Active; *Membership shall be open to all Active and Retired Sworn Law Enforcement Personnel of Irish descent whose sound character is proven to the satisfaction of a sponsor and to the membership and whose patriotism and pride encourage the welfare and security of the United States of America and who profess to uphold the Constitution of the United States of America and the Commonwealth of Pennsylvania. Law Enforcement personnel shall be defined as: State, Multi-state Authorities, County, Municipal Police Officers, Federal Law Enforcement Agents, Correction officers, Probation officers, Parole Officers and Sheriffs.*

1) Only Active members shall be eligible to vote on matters pertaining to the Society

B. Associate; *Membership shall consist of Non-Law Enforcement Individuals of Irish Descent.*

1) *Associate members shall have no voting rights on matters pertaining to the society, including Elections, and the adoption, amendment, suspension, or repeal of By-Laws*

2) *Associate Membership entitles the Holder to participate in meetings and social activities of the Society.*

C. Honorary; *Membership shall consist of such Individuals as shall be recommended to be approved by the Membership.*

1) *Honorary Members shall have no vote and no voice in the affairs of the Society.*

2) *Honorary Members are entitled to participate in meetings and social activities of the Society.*

Article IV. Officers

All Executive Officers shall have a minimum of 5 years Active Membership in good standing in the Society and shall have attended at least four regular meetings within the two years prior to being elected into office.

Section 1. The Officers will be known as the “Executive Board” and shall consist of a *President, Vice-President, Past President, Secretary, Treasurer and Trustees(3)*

Section 2. President

- A) Shall preside at all Membership Meetings, by virtue of the Office and be Chairperson of the Executive Board.*
- B) Present at the first meeting of the year a summary of the work of the Society.*
- C) Appoint all committees, temporary or permanent.*
- D) See that all Books, Reports, and Certificates as required by law are properly kept or filed.*
- E) Be one of the officers who may sign checks or drafts of the Society.*
- F) Shall vote only in case of a tie.*
- G) Shall be bonded*
- H) Attend National Emerald Society Meetings*

Section 3. Vice President

- A) Shall in the event of the absence or inability of the President to exercise his or her office become Acting President of the Society with all the Rights, Privileges and Powers as if he or she had been duly elected President.*
- B) Perform all duties assigned by the President.*
- C) Shall be bonded*

Section 4. Secretary

- A) Shall keep the Minutes and Records of the Society in appropriate books.*
- B) File any certificates required by any Statute, Federal or State.*
- C) Give and serve all notices to members of the Society.*
- D) Be the official Custodian of Records and the Seal of the Society.*
- E) Submit to the Executive Board any communications which shall be addressed to the Secretary of the Society.*
- F) Attend to all correspondence of the Society and exercise all duties incident to the Office of Secretary.*
- G) Perform all duties assigned by the President.*

Section 5. Treasurer

- A) Shall have the care, custody and responsibility of all monies belonging to the Society.*
- B) Be one of the Officers who shall sign checks and drafts of the Society (No special fund may be set aside that shall make it unnecessary for the Treasurer to sign the checks issued upon it).*
- C) The Treasurer shall render at the stated periods as the Executive Board shall determine a written account of the finances of the Society and such report shall be physically affixed to the minutes of the Executive Board of such meeting.*
- D) Perform all duties assigned by the President.*
- E) Shall be bonded*

Section 6. Trustees

- A) Shall consist of three Active Members*
- B) Shall ensure that the actions of the Board are in the best interest for the Society and are legally sound.*
- C) Upon request shall have access to the Records of the Society.*
- D) Annually they shall conduct a review of all assets, liabilities, and disbursements of the Society.*
- E) Shall be elected by the members.*

Section 7. Appointment to Office

In the event an office becomes vacant, the President shall appoint a member in good standing to fill the remainder of the term of that office.

Article V. Meetings

Section 1. Regular Meetings

- A) Regular meetings of this Society shall be held quarterly. Dates and times to be determined by the Executive Officers.*

Section 2. Special Meetings

- A) Special Meetings of this Society may be called by the President when he deems it for the best interest of the Society. Notices of such meetings shall be mailed to all members at their addresses at least but not more than thirty days prior to the scheduled date set for such special meetings. Such notice shall state the reasons that such meeting has been called, the Business to be transacted at such meeting and by whom called.*
- B) At the request of two Officers or five members of the Society the President shall call a special meeting to be called but such request must be made in writing at least 30 days before the requested scheduled date.*

C) No other Business but that specified in the notice may be transacted at such special meetings without the unanimous consent of all present at such meeting.

Section 3. Quorum

A) The presence of not less than ten Active members shall constitute a Quorum and shall be necessary to conduct the business of this Society, but a lesser number may adjourn the meeting for a period of not more than ten weeks from the date scheduled by these By-Laws and the Secretary shall cause notice of this scheduled meeting to be sent to all members who were not present at the meeting originally called. A quorum as herein before set forth shall be required at any adjourned meeting.

Article VI. Voting

Section 1. Procedures

- A) At all meetings, except for the Election of Officers, All votes will be via voice. For the Election of Officers, Ballots shall be provided and they shall not appear in any place on such Ballot any mark of identification of the person who cast secret Ballot.*
- B) At any Regular or Special Meeting if a Majority so required any question may be voted upon in the manner and style provided for Election of Officers.*
- C) At all votes by Ballot the President shall immediately prior to the Commencement of Balloting appoint a committee of three members who shall act as “Inspectors of Election” and who shall at the conclusion of such Balloting certify in writing to the President the results and the certified copy shall be physically affixed in the Minute Book to the Minutes of that meeting.*
- D) No “Inspector of Election” shall be a candidate for officer or shall be personally interested in the question voted upon.*
- E) The elections shall be conducted according to Robert’s Rules of Order.*

Article VII. Order of Business

Section 1. At each meeting of the Executive Board, the following order of business shall take place:

- A) Call to Order
- B) Pledge of Allegiance/Prayer(Moment of Silence)
- C) Roll Call
- D) Approval of Written Minutes
- E) Correspondence
- F) Financial Report/Approval of Expenditures
- G) Reports of President
- H) Reports of Trustees
- I) Reports of the Committee
- J) Old Business
- K) New Business
- L) Items for Next Agenda
- M) Good of the Society/Announcements
- N) Adjournments

Section 2. Robert's Rules of Order shall govern all questions of order not covered by these By-Laws.

Article VIII. Committees

All Committees of this organization shall be appointed by the President.

Section 1. The following shall be designated as Standing Committees with responsibilities determined by the current President.

- A. By-Laws Committee*
- B. Membership Committee*
- C. Fundraising Committee,*
- D. Scholarship Committee*

Article IX. Amendments

These By-Laws may be altered, amended, repealed or added to by an affirmative vote of not less than twelve Active members. This vote will be taken at a regular meeting. The Amendment shall be read at one meeting, posted on line, read at a second meeting and voted on at that meeting. Proposed By-Laws changes shall be submitted in writing and signed by the member requesting the amendment.

Article X. Society Business

The President, cooperating with the Executive Board may conduct the Society's business between meetings when it benefits the Society as a whole.

- A) The Secretary will record all business transacted and will report that business to the membership at the next regular Society meeting.*

Article XI. Elections

Terms of Office for the Executive Board and Trustees shall be two year terms beginning in February.

The President and Treasurer will serve their terms beginning and ending in odd years.

The Vice President and Secretary will serve their terms beginning and ending in even years.

Two Trustees will serve their terms beginning and ending in even years and one Trustee will serve beginning and ending in odd years.

- A) During an Election Year at the February meeting the President will appoint an Election Committee followed by the election.*
- B) Nominations for Office will be taken during the November meeting preceding the election.*
- C) Following the voting at the February meeting, newly elected officers will assume their respective offices on March 1st of that year.*

Article XII. Dues

The Dues of Active and Associate members shall be set by the Executive board yearly and are due by the February meeting.

- A) Members who become arrears in Dues for six months shall be not be a Member in Good Standing and forfeit his or her membership and*

therefore shall not be entitled to any benefits or participate in any Society functions unless under extenuating circumstances approved by the Executive Board.

B) Current members of the Pittsburgh Police Pipes and Drum Band are entitled to a yearly membership in the Greater Pittsburgh Police Emerald Society and are entitled to all rights and benefits of the Society.

Article XIII. Suspensions and Expulsions

Section 1. Cause

A) A Member may be suspended or expelled only for good and just established cause that is a detriment to the Organization.

B) Charges proffered against any member shall be thoroughly investigated and reported to the President.

C) The President may convene a special meeting during which the concerned member shall be entitled:

1: Be Present

2: Be represented by personally retained counsel

3: Introduce and cross examine evidence and witnesses

D) After a majority vote of the Executive Board a member may be suspended or expelled. The member may appeal to the Membership.

E) A Majority vote of the Members will Annul or Confirm the Board's decision.