

**Tarrant County Fire Chief's Association
Constitution**

ARTICLE 1

NAME

Section 1. This organization shall be known as the Tarrant County Fire Chief's Association.

ARTICLE 2

PURPOSE AND OBJECT

Section 1. The purpose and object of this organization is to bring together persons interested in the preventing and extinguishing of fire; the betterments of the Fire Service, and the reduction of unnecessary loss of life and property from fires; to exchange ideas on all questions affecting the safety of life and property, and to encourage and develop new ideas in fire prevention for the preservation of human life and material resources from destruction by fire.

ARTICLE 3

MEMBERSHIP

Section 1. The membership shall consist of:

1. Fire Chief
2. Associate Chief – Fire Department
3. Associate Member – Non-Fire Department

1. Fire Chief: The administrative head of the department. Has primary voting privileges and may hold office.
2. Associate Chief – Fire Department: Any individual employed by a fire department and who carries the title of chief or who is authorized to act in the position of a chief regardless of their title. May hold office and has voting privileges.
3. Associate Member – Non-Fire Department: Any other individual connected with or interested in the field of fire prevention or firefighting. This category will carry with it all the privileges of the Association except holding office or voting. (Exception: An "Associate," in good standing with this organization, may hold the office of Secretary/Treasurer. Amended January 24, 2001)

ARTICLE 4

OFFICERS

Section 1. The annual election of officers of this organization shall be held at the regular meeting each January and shall consist of the following:

- President
- 1st Vice President
- 2nd Vice President
- Secretary/Treasurer
- Immediate Past President

ARTICLE 5

DUTIES OF OFFICERS

Section 1. The President shall preside at all meetings, and appoint all committees and perform all other duties incidental to this office. Should a vacancy occur in any elected office, the President shall appoint a nominating committee to present at the next meeting a recommended substitute to be voted on to fill the position.

Section 2. The 1st Vice President in the absence of, or the inability of the President, shall perform all the duties of President, and when the President is presiding, he shall assist the President in every way possible, and should a vacancy occur in the office of President, he shall assume all the duties of the President. He shall be the program chairman.

Section 3. The 2nd Vice President shall assist the President and 1st Vice President in conducting the business of this organization and in the absence or inability of both the President and 1st Vice President, then he shall assume all the duties of the President. In addition, he shall be in charge of the membership activities of the organization.

Section 4. The Secretary/Treasurer shall keep the records, collect the dues, or any other monies belonging to this organization, and bank in an account under this organization's name, said account to have the President's signature on checks as well as Secretary/Treasurer. The Secretary/Treasurer shall also do other related work and duties as generally practiced by this office.

Section 5. The Immediate Past President shall be the Parliamentarian and shall give the rules of procedure as defined by the Constitution and By-Laws on all points referred to him.

Section 6. Quorum, a majority of the Executive Board, shall constitute a quorum and with members present shall conduct a legally constituted business meeting.

ARTICLE 6

AMENDMENTS

Section 1. This organization shall have full power at any meeting to alter, amend or revise this Constitution, provided that notice of any proposed change shall be submitted in writing to the Secretary/Treasurer 60 days prior to any official action. These changes shall be discussed at one meeting before final action is taken.

Section 2. All amendments, alterations or revisions shall take effect immediately upon adoption by the membership, unless otherwise stated.

BY-LAWS

Section 1. DUES: The first member (i.e. Chiefs / Directors / Administrative head) of a Fire Department shall pay annual dues of one hundred dollars (\$100.00). All additional department members (i.e. Chief Officers) annual dues shall be thirty (\$30.00). All Associate memberships shall pay annual dues of one hundred dollars (\$100.00). All members and associates of the organization shall be required to pay such annual dues as may be set out in the Constitution. Annual dues shall be due and payable January 1st of each year.

Section 2. No member in arrears for dues shall be eligible to hold office or vote.

Section 3. Election of Officers: Nominations for officers shall be submitted by a Nominating Committee of three members appointed by the President at the November meeting; these nominations to be submitted and voted on by the members at the January meeting. The floor shall also be open for three minutes for other members to be nominated for any office. If two or more members are nominated for any office, a secret ballot shall be used. An order of succession to the office of President shall be established with the 1st Vice President being named President. The 2nd Vice President being named 1st Vice President and a new 2nd Vice President shall be elected from the membership. The floor shall be open for three minutes for other members to be nominated for the office of 2nd Vice President. If two or more members are nominated for this office a secret ballot shall be used. The office of Secretary/Treasurer shall be elected to an indefinite term subject to annual review and approval by the Executive Board.

Section 4. Newly appointed officers shall be installed and shall preside at the termination of the January meeting.

Section 5. Whenever a vote is required to conduct Association business, only one vote, per member department, shall be accepted.