

BYLAWS

OF

THE MICHIGAN CHAPTER OF THE NATIONAL EMERGENCY NUMBER ASSOCIATION

AS AMENDED
NOVEMBER 2, 2012

ARTICLE I - PURPOSE AND AUTHORITY

Section 1. Name and General Membership Requirement

This organization shall be known as the MICHIGAN CHAPTER OF THE NATIONAL EMERGENCY NUMBER ASSOCIATION (MINENA).

Section 2. Purpose

The purpose of the Michigan Chapter of the National Emergency Number Association shall be to:

- Foster the development, availability, and progress of a universal 9-1-1 emergency telephone number in all jurisdictions by means of research, planning, training, and education;
- Represent its members before appropriate policy making bodies, and through its efforts
- Strive toward citizens having immediate access to emergency public safety services to the end that the safety of human life, the protection of property, and the civic welfare are benefited to the utmost degree;
- Provide a professional forum for the exchange of information, ideas, and mutual concerns by persons engaged in the development, organization, funding, and management of public safety communications centers.

ARTICLE II - MEMBERSHIP, DUES, VOTING

Section 1. Membership

Membership categories shall be those as determined by the National Emergency Number Association.

Section 2. Dues

The dues rate for membership in this Chapter, and the policies pertaining thereto are set forth in the bylaws.

Section 3. Voting

The right to vote and to hold elected office at all levels and in all areas of this Chapter is a privilege of members.

ARTICLE III – OFFICERS

Section 1. Designation

The officers of this Chapter shall consist of the following: President, Vice President, Immediate Past President, Treasurer and Secretary. The terms of office for the officers of this Chapter are established in the bylaws.

Section 2. Candidates for Office

Any member in good standing may hold elected office in this Chapter. Potential candidates must have written permission from their employer to be eligible to run for office and serve if elected. Members can only run or serve in one Chapter position/office at a time.

Section 3. Nomination and Election

A nominating committee of three members shall be appointed by the Executive Board. The nominating committee shall elect its own chairman and shall propose one or more candidates for the offices of President, Vice President, Treasurer and Secretary as necessary.

The Executive Board shall establish voting procedures for the election of candidates, which shall include a procedure for electronic balloting or for balloting by mail.

The Executive Board shall establish a procedure for reporting the total number of votes cast for each candidate for office and determining the results of the election.

Section 4. Officer Duties and Authority

4.1 President

It shall be the duty of the President to (a) serve as chair of the Executive Board and preside at all meetings of this Chapter; (b) report on the state of the association to the membership during the annual conference; (c) perform the duties incident to the office and such other duties as may be prescribed by the governing documents or by the Executive Board; and (d) appoint committees with the approval of the Executive Board to perform duties as directed by the Executive Board.

4.2 Vice President

The Vice President shall (a) perform all the duties of the President in his/her absence; and (b) have such other duties and exercise such other authority as from time to time may be delegated or assigned by the President.

4.3 Immediate Past President

The Immediate Past President shall (a) serve on the Executive Board and (b) have such other duties and exercise such other authority as from time to time may be delegated or assigned by the President.

4.4 Treasurer

The Treasurer shall (a) have charge and custody of and be responsible for all financial records of the Chapter; (b) receive and give receipts for money payable to the Chapter; and (c) in general, perform all of the duties incident to the office of Treasurer and (d) have such other duties and exercise such other authority as from time to time may be delegated or assigned by the President.

4.5 Secretary

The Secretary shall (a) keep the minutes of the meetings; (b) see that all notices are duly given in accordance with the provisions of these Bylaws or as required by law; (c) be custodian of Association records, and (d) in

general perform all duties incidental to the office of Secretary and (e) have such other duties and exercise such other authority as from time to time may be delegated or assigned by the President.

ARTICLE IV - EXECUTIVE BOARD

Section 1. Terms of Office

Elected officers shall assume their duties and authorities upon their being installed in office on the last day of the annual conference. The terms of office for the officers elected by the Chapter shall be for one year or until a successor is elected and assumes office.

Section 2. Vacancies in Office

The Vice President shall fill vacancies in the office of President until the next regularly scheduled election. A vacancy in the office of Vice President, Treasurer, or Secretary shall be filled by presidential appointment until the next regularly scheduled election.

Secton 3. Authority and Duties

The Executive Board shall (a) establish and maintain adequate management of the associations activities; (b) approve proposed revenues, expenditures along with the desired objectives and anticipated expenses of any projects that are not a part of the regular activities of the association; (c) set the dates and locations of the annual and other membership meetings; (d) fill vacancies according to these bylaws; (e) appoint additional committees as deemed necessary; (f) establish policies for orderly conduct of business; (g) issue an annual financial report to the membership and report on association activities as deemed necessary by the Executive Board.

ARTICLE V – MEETINGS

This Chapter shall hold at least one annual general membership meeting

at its annual conference. Other general membership meetings shall be announced to the membership and held within 12 months of the preceding general membership meeting.

ARTICLE VI – PARLIAMENTARY AUTHORITY

The rules contained in the tenth edition of *Robert's Rules of Order Newly Revised* shall govern this association in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order which the association may adopt.

ARTICLE VII - COMMITTEES

Section 1. Committees

The President may appoint committees, as he or she deems necessary for specific tasks.

Members of these committees shall serve at the discretion of the President, and their terms otherwise shall expire concurrently with that of the President.

Section 2. SNC Appointments

According to state statute, the Chapter President or their designee will represent NENA on the State 9-1-1 Committee (SNC). Should the Chapter President choose to appoint a representative to serve in this capacity they will do so with advice and consent of the Executive Board. The appointment should insure longevity in representing the Chapter on the Michigan State 9-1-1 Committee.

The SNC representative shall serve as an advisor to the President, Executive Board and Membership.

Section 3. MI-TERT

The Michigan Telecommunicator Emergency Response Taskforce (MITERT) shall have oversight in the following manner: The MI-NENA chapter shall establish a separate fund account for TERT activities to be managed by the Chapter Treasurer.

The MI-TERT Executive Committee which is comprised of all the MINENA Executive Board members (the MI-NENA President is the Chair), an APCO appointed representative, the MI-TERT Statewide Coordinator and the MI-TERT State Team Leader Coordinator shall oversee the MI-TERT program. Each member of this committee shall hold both NENA and APCO memberships.

The MI-TERT State Coordinator and the State Team Leader Coordinator shall be appointed by the Chapter President; reappointments to these positions, but the same individual, are allowable.

ARTICLE VIII - DUES

The annual dues rates and schedule of payment for this Chapter shall be as designated by the National Emergency Number Association.

ARTICLE IX - DISBURSEMENT OF ASSETS UPON DISSOLUTION

Section 1. Statement of Intent

Should the Chapter be dissolved, all assets shall be distributed to the National Emergency Number Association.

ARTICLE X - MEETINGS

Section 1. Meetings quorum

The members attending a business session of a meeting shall constitute a meeting quorum.

ARTICLE XI – BYLAW AMENDMENTS

1.1 Statement of Restrictions.

The Constitution and/or Bylaws of this Chapter may be amended only by a 2/3 vote of those present and voting at a regular meeting of the Chapter.

1.2 Requirements.

An amending proposal shall be submitted by the maker in written form to the Chapter President and its format shall be:

- A. Indication of the INTENT of the proposal;
- B. Indication of the name of the MAKER of the proposal;
- C. Indication of the Article(s), Section (a), and Paragraph(s) of the Constitution and/or Bylaws proposed to be amended;
- D. Statement of the deficiencies of present, or need of added, language of the current Constitution and/or Bylaws;
- E. Statement of the gains and benefits of the proposed amendment; and
- F. Provision of a short narrative of the suggested method and/or language for the proposed amendment.

1.3 Drafting of Resolutions to Amend

A resolution to amend the Constitution and/or Bylaws of this Chapter shall be based upon and faithfully follow the intent of the required amending proposal and, with the guidance of the officers it shall be so devised and drafted.

1.4 Required Publication.

An amending resolution, which has been processed in accordance with this Article, shall be submitted to the membership at least thirty days

prior to the convening of the meeting in which the amending resolution is requested to be considered.

1.5 Effective Date of Amendments.

Resolutions Passed and adopted by this Chapter in accord with other provisions of the Constitution and/or Bylaws shall be in force and effect upon the adjournment of the meeting where in considered and adopted, provided an exception to this effect is not otherwise contained in the language of the resolution adopted.

ARTICLE XII - GRANTS AND CONTRIBUTIONS

Section 1. Application for Funds

The President of this Chapter may receive from philanthropic organizations, corporations, agencies, groups or persons, grants or contributions of funds or property for carrying out general or specific purposes of this Chapter.

No application shall be made to, or contribution received from, any person or agency except after a determination by the officers that a grant or contribution to the Chapter would be motivated by the desire to further the purposes of the Chapter and not derive personal benefit or privilege to the donor.

Section 2. Acceptance of Grant or Contribution

Any member who may be offered a grant, or contribution, or contract for this Chapter shall immediately notify the Chapter President. No grant or contribution shall be accepted by the Chapter, except upon approval of the Executive Board. The terms of any such grant or contribution shall be set forth in writing and signed both on behalf of the Chapter and the donor.

Section 3. Administration of Funds

Any grant or contribution to the Chapter shall be credited to its general fund unless under the terms of a special fund is prescribed. The budgeting, receipt, custody, and disbursement of any such grant or contribution shall follow the procedure defined for general funds of the Chapter unless provided otherwise in the terms of the grant or contribution and agreed to by the officers.

ARTICLE XIII - RETENTION OF PROPERTY INTEREST

Section 1. Retention of Title

All right, title, and interest, both legal and equitable, in and to property of the Chapter shall remain in the Chapter.

Section 2. Requirements for Return of Property

Any property of the Chapter in the possession or trust of a member shall be returned immediately to the Chapter in the event of his/her death, resignation, suspension, or expulsion.