

Bylaws of the South Florida Chapter of  
Concerns of Police Survivors, Inc.

(As adopted by the National Board of Concerns of Police Survivors, Inc. 11/8/98)

## MISSION STATEMENT

Concerns of Police Survivors, Inc. provides resources to assist in the rebuilding of the lives of surviving families of law enforcement officers killed in the line of duty as determined by Federal criteria. Furthermore, COPS provides training to law enforcement agencies on survivor victimization issues and educates the public of the need to support the law enforcement profession and its survivors.

## PREAMBLE

To minister to the needs of families who have suffered the loss of a law enforcement officer in the line of duty as reported by the Federal Bureau of Investigation (FBI) and/or the Public Safety Officers Benefits Program (PSOB) of the Department of Justice (DOJ). To extend a helping hand to stabilize their emotional, financial, and legal well being. To let them know that others suffering the same loss can be of service to them during their periods of helplessness. To focus in on problems of the law enforcement profession which directly or indirectly may lead to the loss of an officer's life.

## ARTICLE I

### NAME OF CHAPTER

Section 1 This chapter shall be known as the South Florida Chapter of Concerns of Police Survivors (COPS), Inc. This chapter being chartered in the state of Florida on March 28, 1992. This chapter shall encompass the following counties: Monroe, Dade, Broward, Palm Beach, Collier, Lee and Hendry. On April 30, 2000 the following two counties were added; Martin and St. Lucie. On May 12, 2001 Glades and Charlotte counties were added.

## ARTICLE II PURPOSE OF THE ORGANIZATION

Section 1 The South Florida Chapter of Concerns of Police Survivors shall address the emotional, psychological, financial and legal problems that arise from the loss of a loved one in the law enforcement profession. The family of any officer dying in the line of duty within the South Florida Chapter region may use the services of COPS. COPS members, while providing support to fellow survivors, shall also address the problems that affect active officers, their families and their law enforcement agency and help them better understand the mission of COPS.

Section 2 It shall be the aim of this organization to minister to the needs of police survivors in offering support during troubled times, securing financial counseling, and focusing in on the problems that affect the police community and police survivors.

Section 3 COPS will also undertake community awareness campaigns to have communities and citizens recognize the daily sacrifices made by law enforcement officers and their families.

## ARTICLE III MEMBERSHIP

Section 1 Any family member (wife, husband, son, daughter, parents, and siblings) of any law enforcement officer dying in the line of duty is eligible to use the services provided by COPS. COPS also recognizes "significant others", fiancées, other family members and co-workers as a category of survivorship.

Section 2 The South Florida Chapter shall make provisions for termination of membership for failure of any member to adhere to the Bylaws or policies of this organization.

Section 3 (optional) Affiliate memberships may be made available to local police personnel, business leaders, and citizens who are interested in the work of COPS. Affiliate members shall not be eligible to vote or hold office.

## ARTICLE IV FISCAL YEAR

Section 1 The fiscal year of the South Florida Chapter of Concerns of Poli

ce Survivors shall be from April 1 to March 31, inclusive.

## ARTICLE V OFFICERS

Section 1 The South Florida Chapter officers shall consist of a President, Secretary, and Treasurer. Other offices may be created by the Executive Board.

Section 2 One Trustee shall be appointed by the South Florida President, with the approval of the Executive Board, to represent counties.

Section 3 The President, Secretary, Treasurer and any other officers of the South Florida Chapter shall be police survivors of line of duty death.

Section 4 Survivors shall not be eligible to serve as an officer of the South Florida Chapter until at least one year has elapsed since the loss of their officer.

Section 5 The Secretary shall replace the President should the President be unable to fulfill the term of office.

Section 6 The term for elected officers shall be two years.

Section 7 Should an officer be unable or unwilling to fulfill their term, the President with the approval of the Executive Board, shall appoint someone to that position. Unrepresented counties may be without Trustees.

Section 8 The Executive Board for the South Florida Chapter shall consist of the President, Secretary and Treasurer. Trustees will not be part of the Executive Board, but will be county representatives.

## ARTICLE VI DUTIES OF OFFICERS/ MEMBERS

### General Duties:

Section 1 Concerns of Police Survivors shall expect its Board officers/members to serve in the best interests of the organization. They are entrusted with responsibilities of promoting the organization, securing funding for the organization, and insuring that the integrity of the organization is preserved.

Section 2 Honorariums, consulting fees, presenting fees (as distinguished from reimbursement for expenses), and instructors' fees earned by any Board officer/member as a result of their status with COPS will be turned over to the South Florida Chapter.

Section 3 Any Board officer/member accused of violating Sections 1 or 2 of this Article shall be notified in writing of the alleged violation(s) and g

given the opportunity to present his/her defense of the violation(s) before the Board.

Section 4 Any Board Officer/member found to be in violation of Sections 1 or 2 of this article shall be dismissed from the Board/organization and the President shall declare the position to be vacant.

Section 5 Board officers will meet as deemed necessary in order to secure the management and functioning of the organization but not less than annually.

Section 6 Board officers shall ensure an annual review/audit of the financial records is conducted.

Section 7 Board officers shall perform whatever functions are required to assist the Chapter in achieving its goals.

Section 8 Board officers shall deliver all accumulated Chapter property to his/her successor within 14 days.

Section 9 All expenditures must have prior approval by the majority of the board or the membership.

Section 10 The presence of 2/3 members of the voting board constitute a quorum.

#### Duties of the President:

Section 1 Shall act as an official spokesperson for the Chapter.

Section 2 The President shall be the presiding (Chief Executive) officer of this chapter and shall serve a two year term.

Section 3 He/she shall preside at conferences and /or meetings of the membership and/or Executive Board on the Chapter geographical level.

Section 4 Shall have the option to call special meetings of the Executive Board when deemed necessary or upon petition of the majority of the Board

Section 5 Shall submit to the Executive Board a full and complete report in writing of any official business transacted by the President outside the general /board meetings.

Section 6 Shall appoint the majority of any committee or committees to inquire into any affair or matter concerning or affecting the organization.

Section 7 Shall be responsible for overseeing the submission of reports requested by National COPS and government documents, i.e., IRS, incorporation documents, and any other required report if no Chapter (Executive) Director.

Section 8 Convey to successor all unfinished business of the Chapter and all organization property in his/her possession.

Section 9 Shall make appointments to the Executive Board should a position become vacant.

Section 10 Can, with the approval of the membership or Board, enter into co

ntracts.

Section 11 Shall perform other duties on behalf of the organization as he/she deems necessary.

#### Duties of the Secretary:

Section 1 Shall act as an official spokesperson for the Chapter.

Section 2 Shall take and transcribe minutes of all conferences, meetings, and Executive Board meetings, submitting the same to the President for additions, deletions and/or corrections, providing copies to the Chapter's Executive Board and to the National Chapter Coordinator thirty (30) days following the end of each quarter (i.e., due April 30, July 30, October 30, January 30).

Section 3 Shall safely keep the Bylaws of this chapter and keep records of all official amendments.

Section 4 Shall prepare, file, and maintain all permits, forms, registrations, etc. required by the State of Florida and its many subdivisions as required by laws.

Section 5 Shall make available any reports of the Executive Board or committees upon request by the National Board or the members of this chapter.

Section 6 Shall apprise the National Office of any and all changes of the membership including names, addresses, phone numbers, etc. in a timely manner.

Section 7 Shall perform other duties on behalf of the organization as assigned.

#### Duties of the Treasurer:

Section 1 Shall act as an official spokesperson for the Chapter.

Section 2 Shall be responsible for and have the custody of the books, records, documents and other office paraphernalia and equipment under the general authority and orders of the President and Executive Board.

Section 3 Shall file a quarterly financial statement with the Chapter Coordinator, thirty (30) days following the end of each quarter (i.e., due April 30, July 30, October 30, January 30).

Section 4 Shall provide copies of all other financial reports (i.e. reviews/audits, etc.) to the Chapter's Executive Board and the National Chapter Coordinator by September 30 each year to meet necessary State and Federal reporting requirements.

Section 5 Shall establish and maintain checking and/or savings accounts as determined by the Executive Board. Each account requires signatures of the Executive Board. Two signatures required for checks written over \$ 250.00.

Section 6 Shall promptly deposit all funds received by the South Florida Chapter of COPS in the appropriate bank account.

Section 7 Shall at the direction of the Executive Board ensure an annual review/audit of the financial records is conducted if no Chapter (Executive) Director.

Section 8 Shall report all expenditures of the chapter to the membership at the next general meeting.

Section 9 Shall perform other duties as assigned.

Duties of the Trustees:

Section 1 Shall act as the specific county representative.

Section 2 Shall be responsible for forwarding all information pertaining to the death of a law enforcement officer and their surviving family to the Executive Board.

Section 3 Shall be responsible in overseeing that initial contact with the surviving family is made.

## ARTICLE VII

### NOMINATIONS AND ELECTIONS OF OFFICERS

Section 1 Anyone wishing to be nominated for any of the South Florida Chapter elected office positions (President, Secretary, and Treasurer) must have followed the procedure and meet the criteria necessary to hold said office as set forth in these Bylaws.

Section 2 Anyone wishing to be nominated for an elected office (President, Secretary, and Treasurer) must be present at the meeting prior to the Annual April meeting to be nominated.

Section 3 The President, Secretary and Treasurer shall be elected by a majority of votes cast by eligible present members at the Annual April meeting.

Section 4 All candidates for office must be an advocate for and supporter of the Concerns of Police Survivors organization and dedicated to work in the best interest of the COPS organization.

Section 5 Terms of office shall be two years.

## ARTICLE VIII

### CHAPTER STATUS

Section 1 The South Florida Chapter of Concerns of Police Survivors agrees to the general supervision and control of the National Board of Concerns of Police Survivors. South Florida Chapter may have its designation as a chapter revoked if it is determined by the National Board of Concerns of Police

Survivors, Inc. that its continued operation is contrary to or inconsistent with the best interests of Concerns of Police Survivors, Inc., other CO PS Chapters, or the requirements for exemption under Section 501(C)(3) of the Internal Revenue Service.

Section 2 (a) The South Florida Chapter of Concerns of Police Survivors has entered into an affiliation agreement with National COPS and has been granted a limited license to use the name, trademark, and logo of Concerns of Police Survivors, Inc. This limited license is subject to the terms and conditions hereinafter set forth, and as further amplified from time to time by National's promulgation of rules and regulations. All contemplated uses of the name, trademark, and logo of National will be provided to the National Chapter Coordinator for the National Board review and approval.

(b) We understand and agree to the condition of this grant of nonexclusive license that the South Florida Chapter can utilize its own trademark or logo in any materials but will also utilize the National logo along with the use of its own. It is a condition to the grant of nonexclusive license by National that the South Florida Chapter acknowledges the value and goodwill of the name, trademark and logo of National and agrees not to use same or its own variation in any manner that would adversely reflect on National. The South Florida Chapter is further prohibited from making any changes, alterations, or modifications to the trademark and logo of COPS unless prior approval granted by the National Board in writing.

(c) The grant of license for the South Florida Chapter to use the name, trademark and logo of National is terminable at the discretion of National at any time. Such termination shall be deemed effective immediately upon notice.

Section 3 (a) Fundraising activities of the chapters shall not be in conflict with the activities of the National Organization of Concerns of Police Survivors, Inc. Chapters may not contract for direct-mail or telephone solicitations. Furthermore, chapters may not apply for Federal grants or solicit major national/international corporations at the corporate level or solicit any corporation doing business outside the chapter service area.

Section 3 (b) COPS chapters may raise money only in their jurisdictional territories. All fund-raising activities must be reported to the National Chapter Coordinator thirty (30) days following the end of each quarter (i.e., April 30, July 30, October 30, January 30), and chapters must keep the National Office apprised of the organizations they are approaching for local chapter funding.

Section 4 Chapters will be required to make an annual contribution to the National Organization of Concerns of Police Survivors, Inc., of at least fifteen percent (15%) of the chapter's annual net income for the fiscal year ending March 31. Chapter contributions are required to National by September

30 each year.

## ARTICLE IX STATEMENT OF CONFIDENTIALITY

Section 1 Concerns of Police Survivors, Inc. requires that all staff, volunteers, chapter officials, and board members respect the confidentiality of all information pertaining to the families of slain law enforcement officers. At no time shall surviving family information be released without the knowledge and consent of the surviving family.

Section 2 At no time shall chapters sell, relinquish, or otherwise distribute the chapter's mailing list in part or whole.

## ARTICLE X MEETINGS

Section 1 The annual meeting of the South Florida Chapter shall be held in April.

Section 2 Shall have at least one membership meeting per quarter with all survivors given written notification of all meeting dates, times and locations.

## ARTICLE XI COMMITTEES

Section 1 The president shall appoint standing committees with the approval of the Executive Board at the 1st general membership meeting after the election of officers. These committees will serve until the end of the election year. Special committees may be appointed as deemed necessary with the approval of the Executive Board.

Section 2 No committee shall keep monies of the organization. All committees receiving monies belonging to the organization shall immediately forward such monies to the treasurer.

Section 3 Each committee shall consist of one chairperson and as many members as appropriate.

Section 4 The committee chairperson shall make a written report to be sent to the Executive Board.

## ARTICLE XII PARLIAMENTARY PROCEDURE

Section 1 The rules contained in the current edition of Robert's Rules of Order Newly Revised shall be recognized as the Parliamentary Authority in all cases to which they are applicable and which they are not inconsistent with these Bylaws.

## ARTICLE XIII AMENDMENTS

Section 1 The governing documents of the South Florida Chapter shall be these Bylaws, the Articles of Incorporation, and the Articles of Affiliation.

Section 2 (a) Proposed amendments to these Bylaws must be voted upon at a meeting of a quorum of the Executive Board of the Chapter.

(b) Any and all proposed amendments approved by the South Florida Chapter Executive Board will be submitted to the National Chapter Coordinator for approval from the National Board.

(c) Upon approval by the National Board, the proposed amendments will be referred back to the membership by adoption of a two-thirds vote of the membership present.

Section 3 After adoption of amended bylaws, signatures of all Executive Board and the date shall become the last page of this document. The Bylaws in their entirety shall then be submitted to the National Chapter Coordinator.

Section 4 The South Florida Chapter shall, under no circumstances, have the power or authority to amend or repeal the Articles of Incorporation of the Chapter or the Articles of Affiliation. Said power lies solely with the National Board.

## ARTICLE XIV DISSOLUTION PROVISION

Section 1 Upon dissolution or final liquidation, the Executive Board shall, after paying or making provisions for the payment of all lawful debts and liabilities of the corporation, distribute all assets of the corporation to Concerns of Police Survivors, Inc. of Camdenton, MO, an organization recognized as exempt from Federal Income Tax under IRC 501(c)(3), or, should COPS National organization no longer exist, to one or more regularly organized and qualified charitable, educational, or scientific organizations to be selected by the Board of Directors, as more fully specified in the Articles of Incorporation of the Corporation.

Revised and accepted by the National Board of Concerns of Police Survivors, Inc., July 23, 2000, Sullivan MO; Molly Winters, National President.

Revised and accepted by the National Board of Concerns of Police Survivors, Inc., May 12, 2001, Washington DC; Molly Winters, National President

Revised and accepted by the National Board of Concerns of Police Survivors, Inc., May 17, 2003, Washington DC; Linda Hintergardt-Soubirous, National President.

Revised and accepted by the National Board of Concerns of Police Survivors, Inc., July 11, 2005 Potosi, MO; Shirley Gibson, National President.

Revised and accepted by the National Board of Concerns of Police Survivors, Inc., January 11, 2006 Camdenton, MO; Shirley Gibson, National President.

SIGNATURE OF NAT.	SIGNATURE OF	ACTION
DATE	CHAP. COORDINATOR	EXECUTIVE BOARD
TAKEN		