

CONSTITUTION AND BY-LAWS

NORTH SUBURBAN REGIONAL MUTUAL AID ASSOCIATION

ARTICLE I

ORGANIZATION NAME AND PURPOSE

A. The name of this organization shall be: "The North Suburban Regional Mutual Aid Association."

B. Purpose

The purpose of this Association is to provide to its members, through the collective resources of the Association membership, assistance in fire prevention, suppression, investigation, public education, personnel training and disaster control, in accordance with the contract terms between the Association and each member.

The organization is organized exclusively for charitable, religious, educational, and/or scientific purpose under section 501 (C) (3) of the Internal Revenue Code.

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause herof. No substantial part of the activities of the organization shall be the carrying on of propoganda, or otherwise attempting to influnce legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an oprganization exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (C) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

ARTICLE II

MEMBERSHIP

A. Applications

Any city or township within the Association's "service region", as defined by the Association membership, and having a fire department duly organized and maintained in accordance with Minnesota Statutes, and who may offer and/or provide reciprocal service to members of this Association, may apply for membership. The membership application must be approved by the Association's Investigating Committee and a simple majority of the membership.

B. Investigating Committee

The committee shall determine if the applicant has firefighting resources which are adequate to fulfill the Association's purpose.

C. Service Region

It is the Association's intent to offer membership to communities which are contingent to, or within reasonable distance from current members in order to be of practical assistance to each other in emergencies.

ARTICLE III

DUES

- A. Each member shall pay an annual membership fee, due by April 1 of each year, in an amount determined at the first regular meeting of the year by the membership of the organization. New members shall pay an initial assessment in an amount determined by the membership upon acceptance into the Association.

ARTICLE IV

OFFICERS

- A. The officers of the Association shall consist of a president, a vice president and a secretary/treasurer.
- B. The President shall have the following duties: To call all regular and special meetings; to preside and preserve order at all meetings; to appoint committees; to see that subordinate officers execute the obligations and duties of their respective offices to the best of their ability.
- C. The Vice President shall have the following duties: To assist the President in the discharge of his regular duties, and in the event of the absence of the President, to assume the duties of the President.
- D. The Secretary-Treasurer shall have the following duties: To call roll; to keep a record of all proceedings of the association; to collect all dues and other monies due the association; to pay out said

monies on the order of the association; and to send notices of all regular and special meetings of the association. The Secretary shall make an itemized report of all income and expenses to be presented at the first regular meeting of each year.

ARTICLE V

MEETINGS

- A. Regular meetings of the association shall be held on the last Tuesday of January, April, July, & October of each year. Each member department shall host the meetings according to alphabetical order. All meetings shall start as set by the Executive Board.
- B. The annual Fire Prevention Awards Meeting shall be held on the last Tuesday of November. Each member department shall host the meeting according to alphabetical order. Meeting shall start as set by the Executive Board.
- C. Special meetings shall be called by the President with at least seven days written notice to the membership. A special meeting shall be called by the president within thirty days after receipt of a written request from three member departments.
- D. A simple majority shall constitute a quorum.
- E. The Roberts Rules of Order shall govern.
- F. Each department shall have one vote.
- G. Any member department missing three consecutive regular meetings shall be subject to Executive Board review, as to maintaining active membership in this association.

ARTICLE VI

ELECTIONS

- A. The election of officers shall be held at the first regular meeting of each election year. This election shall be by secret ballot.
- B. The officers of the association shall be elected for a term of two years.
- C. The President and Vice President shall be elected in the odd years; the Secretary-Treasurer shall be elected in the even years.

ARTICLE VII

SECTIONS

- A. There shall be organized within the membership the following sections:
Fire Marshal and training officers.
- B. The chair of each section shall serve as the executive committee.
- C. The chairperson shall appoint other special committees as may be necessary to carry out the goals, aims and objectives of the association.
- D. Any committee shall have the authority to request assistance from any members of the association.

ARTICLE VIII

APPOINTMENTS

- A. The North Suburban Regional Mutual Aid Association (NSRMAA) is a member of several state associations of which this association has a representative.
- B. Each appointment shall be a member in good standing with each state association.
- C. The Minnesota State Fire Chiefs Association (MSFCA) representative and alternate shall be selected by vote of MSFCA defined members from each department present at the October meeting in odd numbered years. The name of said representative shall be recommended to the President of the MSFCA.
- D. The appointments to the Minnesota State Fire Chiefs Association shall be for a two-year term and shall take effect each January of each even-numbered year.
- E. The Minnesota State Fire Department Association (MSFDA) representative and alternate shall be selected by vote of MSFDA defined members from each department present at the April meeting in ~~odd~~ even numbered years.
- F. The appointments to the Minnesota State Fire Department Association shall be for a two-year term and shall take effect each June of each even-numbered year.
- G. Expenses. Representatives are authorized to make the necessary expenditures to attend annual meetings within limits of their annual budgets as approved by the Executive Board.

ARTICLE IX

AMENDMENT AND DISSOLUTION

- A. No amendment shall be made to these By-Laws unless proposed at a regular meeting in writing. The proposed amendments shall then be discussed and referred to a committee which shall report at the next regular or special meeting.
- B. An amendment requires a two-thirds majority vote of the entire membership for acceptance.
- C. This association may be disbanded only by a three-fourths vote of the entire membership of the association, and a published or served notice shall be given to all members of the meeting for that purpose at least one month before such a vote shall be taken.

Adopted: January 31, 1984

Amended Version Adopted: September 26, 1995

Amended Version Adopted: April 29, 1997.

Amended Version Adopted: July 25, 2000

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