

# **SBA Bylaws**

## **ARTICLE I ORDER OF BUSINESS**

1. Call to order
2. Opening prayer and Pledge of Allegiance
3. Reading of communications and minutes of last meeting
4. Introduction of new delegates
5. President's Report
6. Report of committees
7. Unfinished business
8. New business
9. Nominations for elective office
10. Adjournment

## **ARTICLE II MEETINGS**

### **Section 1 Quorum**

Regular or Special meetings of this Association scheduled to be held shall not be called to order until at least fifty (50) delegates in good standing shall be present, which shall constitute a quorum.

### **Section 2 Monthly Meetings**

1. Delegate meetings of the Association shall be held each month with the exception of the July meeting, which may be held simultaneously with any other meeting. Delegate meetings are open to all Delegates, as well as to active and retired members and guests designated by the President.
2. General Membership meetings of the Association shall be held in conjunction with certain delegate meetings and are open to all active and retired members of this Association. The time, date and location will be selected by the President.

### **Section 3 Meeting Changes**

The President may change the regular monthly meeting day for reasonable cause, directing the Recording Secretary to notify the membership of said change.

## **Section 4 Special Meetings**

1. Special meetings may be called by the President whenever he deems it to be in the best interests of the Association.
2. Fifty (50) delegates may petition the President to call a Special meeting, in writing, signed, stating the specific subject matter for discussion.
3. President shall direct the Recording Secretary to provide special notice prior to the meeting.
4. The only business that shall be transacted at a Special meeting is that subject matter for which the meeting has been called.

## **Section 5 Debate**

1. The right to propose, debate, or vote on any matter to be and/or submitted to this Association shall be reserved to delegates.
2. In order to encourage the free and open exchange of diverse ideas and to promote unrestrained expression of opinion in accordance with the democratic process, the confidentiality of all meetings shall be preserved. Accordingly the utilization of any recording device is prohibited, and the integrity of all meetings is to be safeguarded as required.

## **Section 6 Suspension - Cancellation During a Meeting**

The delegates shall have the power provided by a two thirds vote of those delegates present at a meeting to enable the President to suspend or cancel the meeting, and/or conduct special business at the meeting.

# **ARTICLE III ADMISSIONS AND REINSTATEMENTS**

## **Section 1 Application For Membership**

An Active Sergeant of the Police Department - City of New York may make application of membership in the Association, subject to provisions in the Constitution & By-Laws.

## **Section 2 Arrears**

1. Any member who shall be in arrears in the payment of dues for a period of four (4) months shall ipso facto be declared not in good standing, and shall forfeit the benefits, rights, and privileges in the Association.
2. An Active member who is not in good standing due to non-payment of dues shall not be reinstated in good standing until compliance with Section 3 of this Article.
3. A retired member who is not in good standing due to non-payment of dues within 30 days of due date may be dropped from the rolls of the Association and be ineligible for readmission.

## **Section 3 Reinstatement of Active Member**

An active member of the Association not in good standing may be reinstated subject to the following:

1. That the applicant agrees to/and pays back dues to this Association, for each month the applicant was not in good standing, as prescribed by the Association; or
2. The application under Section 3 (a) above must be approved by the Membership Committee.

## **ARTICLE IV DUES**

### **Section 1 Active Member**

Upon SBA's receipt of negotiated salary increases, dues shall rise at the rate of \$0.70 per pay period for each \$1,000 of such salary increases, and pro rata for fractional amounts. The amount deducted includes members' basic dues, the premium for enrollment in the SBA life insurance program, legal services, and Political Action Fund and the Police Relief Fund.

### **Section 2 Retired Members - Dues**

The dues for retired members in good standing shall be a onetime payment of \$400.00 within 180 days of retirement. This will entitle members to Life Membership. If payment is not made within the prescribed time frame, the member may be dropped from the rolls of the Association and may be ineligible for readmission.

### **Section 3 Payment, Waiver, Responsibility**

1. Dues shall be paid to the Association under bi-weekly payroll dues checkoff deduction.
2. The payment of dues shall be waived for Active members who are suspended from duty with the Police Department. They shall continue to receive complete benefits of membership and their period of suspension, unless they are otherwise covered. This waiving of dues shall cease upon their restoration to duty and/or their separation from the Police Department.
3. The payment of full dues shall be waived for Active members who enter the Armed Forces. The waiver of dues shall cease upon their restoration to the Police Department.
4. Each member of the Association is personally responsible for his or her good standing in the Association, and the absence of any record indicating payment of dues shall be deemed sufficient proof of the member's delinquency with the Association.

## **ARTICLE V FISCAL EXPENSES**

### **Section 1 Board of Officers**

The Board of Officers as designated under Article IV of the Constitution are authorized annual fiscal expenses which shall be paid monthly, within the following allowance:

Office	Top Grade Sergeant's Salary
President	60%
Vice President	40%
Treasurer	20%
Recording Secretary	20%
Financial Secretary	20%
Health & Welfare Secretary	20%
City-Wide Secretary	20%
Director (each)	\$600.00 per month
Marshal	\$600.00 per month
Sergeant At Arms	\$600.00 per month

## **Section 2 Delegates**

1. A Delegate's monthly Fiscal Expense shall be \$120.00 per month.
2. The Borough/Bureau Director shall be responsible for the distribution of this expense, which will be issued semi-annually, at the June meeting and the December meeting.
3. A delegate must have served a minimum of three (3) months per pay period to be deemed eligible.
4. Delegates monthly fiscal expenses shall be approved by their director in accordance with Delegate responsibilities as prescribed in Article VIII Section 2 of the Constitution.

## **Section 3 Amendments to Fiscal Expenses**

No amendments to the authorized fiscal expenses set forth in Section 1 above may be proposed unless such amendment by its terms shall not be effective until after the next succeeding election of officers pursuant to Article V of the Constitution.

## **ARTICLE VI COMMUNICATIONS**

Correspondence relating to the official policy and business of this Association shall be written on official stationery, and shall be signed by the President or an individual authorized by the President. This Article does not preclude an officer from conducting business within the scope of his office under the Constitution & By-Laws.

## **ARTICLE VII PARLIAMENTARY PROCEDURE**

All questions of parliamentary law and questions not governed by this Constitution & By-Laws shall be governed by Robert's Rules of Order, Newly Revised. Any member shall have the right to appeal the decision of the presiding officer to the delegate body at a meeting, and a majority vote shall prevail.