



“Justice by Action”

BYLAWS OF
THE SAN FRANCISCO BAY AREA CHAPTER
THE NATIONAL ORGANIZATION OF BLACK LAW ENFORCEMENT
EXECUTIVES (SFBAYAREA NOBLE)

Preamble

In order to further the mission of the National Organization of Black Law Enforcement Executives, the San Francisco Bay Area Chapter is committed to “Ensure equity in the administration of justice in the provision of public service to all communities and serve as the conscious of law enforcement by being committed to justice by action.”

Article I

NAME AND PURPOSE

Section 1. **Name:** The name of this chapter shall be The San Francisco Bay Area Chapter of NOBLE (SFBayArea NOBLE). The mailing address is: P.O. Box 3542 Danville, CA 94526.

Section 2. **Purpose:** The purpose of this Chapter is:

- a. To establish an effective local mechanism to facilitate the development and exchange of information among minority law enforcement executives;
- b. To work toward immediate implementation of effective programs to increase minority participation at all levels of law enforcement throughout the northern California region.
- c. To work with the community to achieve greater involvement and cooperation with criminal justice agencies;
- d. To develop communication techniques for sensitizing police executives, police officers, institutions and agencies in the criminal justice system to the problems of black police officers and the problems of the black community;
- e. To fully support the parent organization in its goals and

purposes, both programmatically and financially.

Article II

MEMBERSHIP [L] [SEP]

Section 1. **Eligibility:** Individuals authorized for any one of the three (3) classes of membership set forth in the National Constitution (Regular, Associate or Supporting) will be eligible for membership in this chapter. Moreover, individuals recruited into the local chapter must be members (in good standing) of the national organization.

Section 2. **Termination of Members:** Members of the chapter shall be terminated in any one of the following ways:

- a. Any member may voluntarily terminate his/her membership by tendering his/her resignation in writing to the secretary of the chapter; [L]
[SEP]
- b. Any member of this chapter will be subject to dismissal in accordance with instructions from the National/Regional Organization.
- c. Any Member of this chapter may be suspended from participating in chapter affairs by a majority vote of the elected officers for cause, pending referral to the Regional Vice President for forwarding to the National Organization for final action.

Article III

FINANCES [L] [SEP]

Section 1. **Fiscal Year:** The fiscal year of this chapter will run concurrently with the calendar year.

Section 2. **Annual Budget:** The annual budget will be approved by the membership during the November/December period preceding the fiscal/calendar year, which it covers.

Section 3. **Dues:** Current paid-up membership in any one of the three authorized categories set forth in the National Constitution is a prerequisite for membership in this chapter. Initial annual dues of each San Francisco Bay Area member is **\$50.00**, which includes the cost of the official NOBLE polo shirt. Every year after initial

payment of dues, an annual dues of **\$25.00** will be assessed each member in order to support programs, local activities and chapter events. All dues are to be paid not later than January 30th for the upcoming calendar year. The majority vote of members is required for the increase of chapter dues.

Article IV

MEETING OF MEMBERS

Section 1. **Monthly Meetings:**

- a. The San Francisco Bay Area local chapter will meet monthly on the third Tuesday of each month. When this coincides or otherwise conflicts with annual or regional meetings, the third Tuesday of the following month will be the alternate meeting date. Said meetings shall be held for the transaction of such other business as may properly be brought before the meeting.
- b. The order of business shall be set by an agenda by the President with assistance as appropriate from the other elected officials. The agenda will be provided to all members in advance of the meeting.

Section 2. **Special Meetings:** Special meetings are authorized for such purposes as may be deemed appropriate by the President or at the request, in writing, of at least twenty-five (25) percent of the regular members. Notices of special meetings shall be forwarded to the membership in advance of the meeting and state briefly the purpose(s) thereof. No business other than the specified in such notice and matters germane thereto shall be transacted at any special meeting with further notice to members not present.

Section 3. **Quorum and Voting:** A minimum of 1/3rd of members in good standing entitled to vote on the matter under consideration shall constitute a quorum. The members present at a duly organized meeting can continue to business until adjournment, notwithstanding the withdrawal of enough members to have a quorum. If a meeting cannot be organized because a quorum has not attended, those present may adjourn the meeting to such time and place as they may determine. At any such adjourned meeting, which a quorum is present, such business may be transacted as might have been transacted at the meeting originally called. All matters coming before any meeting of members, except as otherwise limited herein, shall be decided by the vote of majority of the voting members present at such meeting, a quorum being present at the organization of such meeting.

Section 4. **Rules of Order:** Roberts Rules of Order shall be used throughout the meetings where said rules do not conflict with the provisions of this Constitution. The parliamentarian shall be the arbiter in matters dealing with parliamentary procedures or constitutional interpretation.

Article V

OFFICERS

Section 1. **Number:** The elected officers of the chapter shall consist of a President, Vice President, Secretary, Parliamentarian, Treasurer, and Sergeant-At-Arms, notwithstanding others as deemed appropriate and appointed by the President.

Section 2. **Term:** Unless otherwise stated herein, the elected officers shall^[SEP] serve for two (2) years and until their successors are elected and qualified. All officers are eligible to succeed themselves, with the exception of the President who shall be succeeded by the Vice President upon conclusion of the President's term of office. The outgoing president shall be an ex-officio member of all standing committees. Only Regular members may be elected to the offices of President and Vice President. The position of President and Vice President shall only succeed themselves when the positions would remain vacant.

Section 3. **Duties and Authority:** The officers shall have such duties and authority as generally pertain to their respective offices, as well as such duties and authority as from time to time may be conferred by the president without limitation upon any of the foregoing:

1. **President:** shall be the Chief Executive Officer of the chapter. He/She shall preside at all meetings, enforce the goals and objectives of the chapter, decide all questions of order (subject to appeal), appoint all committees, call special meetings whenever, in his/her judgment, it shall be deemed necessary and/or in the best interest of the chapter. He/She shall perform such duties as coming within the purview of his/her office, as the Constitution, By-Laws, Customs, and Traditions of the chapter demand.

The President shall be allowed to attend the National Organization of Black Law Enforcement Executives Annual Conference and CEO Symposium with the cost of registration and hotel accommodations expensed to the SFBayArea Chapter treasury. Attendance may be substituted with another executive officer at the discretion of the President and Executive

Board.

2. **Vice President**: shall aid and assist the President in conducting meetings and in the absence of the President, he/she shall preside, and while so presiding shall have the full power of the President.
3. **Secretary**: shall receive all mail addressed to the Chapter, and when appropriate, forward such mail to the officers, committee or member concerned. He/She shall keep and maintain an accurate file of the names and addresses of every member of the organization and advise the president and treasurer of any changes in addresses. He/She shall answer all correspondence and perform all duties incidental to the office or as may be required of the chapter. He/She shall record the minutes of the meetings, send a copy to the president and others deemed appropriate and maintain a copy for his/her records. In the absence of the secretary, the president, or the vice president in the absence of the president, shall appoint a member to record the minutes.
4. **Treasurer**: shall keep a full and accurate account of the standing in the Organization of each member; receive all membership fees, dues and all money properly due and coming into the possession of the chapter giving receipts therefore. He/She shall be responsible for keeping full and accurate records of all monies deposited in the account for the chapter. He/She shall pay all bills, claims, and indebtedness when authorized. All Checks are to be co-signed by the Treasurer and President. Moreover, he/she shall issue monthly every two months and annual financial statement reflecting all credits and debts and other fiscal matters in conformance with approved national Fiscal Standards for the year. The Treasurer will be bonded and the cost incidental to this process will borne by the chapter. The Treasurer will execute his/her office in accordance with the procedures set forth in the document titled, "National Fiscal Standards".
5. **Parliamentarian**: shall have a thorough knowledge of parliamentary law (Roberts "Rules of Order") and a complete understanding of the constitution and the by-laws of the Organization. The Parliamentarian shall assist the president in ensuring that the meetings and actions of this Organization are conducted in an orderly manner that adheres to the provisions and articles of this text. He/She shall serve as arbiter in matters dealing with parliamentary procedure or constitutional

interpretation.

6. **Sergeant-at-Arms**: shall enforce order at meetings, conferences, and conventions. He/She shall expel intruders and bar the door to the unauthorized. He/She shall perform other duties as designated by the President.
7. **Chaplain**: to serve as a source of spiritual and emotional support for leadership of the organization, members of the organization, and their families. The chaplain may be called upon to represent the organization at official functions or public meetings, and asked to give dedicatory prayers or benedictions.
8. **Information Technology**: shall be coordinate, prepare and maintain web address for the Chapter, as well as address other technological needs. Actively seek newsworthy or interesting facts about personnel and programs and issue proactive, positive stories for input on web page. [SEP]
9. **Numbered Board Members**:

The Numbered officers shall be known as the Executive Board in administering the SFBay Area Preamble. All other appointed officers or committee chairs including Education and Training Chair, Membership Chair, and Programs Chair shall serve as Board Members and have the same voting power as the Executive Board when conducting Organization business.

Section 4. **Eligibility**: To conform with National Constitution Standards, Regular, Associate and Supporting members of NOBLE who are active in the San Francisco Bay Area chapter are eligible to hold any local office, with the exception of President and Vice President. Only Regular members may be elected to the office of President and Vice President.

Section 5. **Elections**: Elections will be held bi annually in November with elected officers assuming office in December of the same year. A simple majority by eligible workers on matters put to vote will be the sole determinant of results.

Section 6. **Vacancies**: If the office of President shall become vacant, the Vice President shall assume the office of President, and shall serve the remainder of his predecessor's term and at the next regular meeting will be sworn in to serve his term.

Section 7. **Committees**: Standing - Constitution and By-Laws, Ways and

Means, Membership, Education and Training, National Programs. Special - Such other committees as may be deemed appropriate and appointed by the President.

- Section 8. **Removal Clause**: Any Officer of this chapter may be removed from office for cause. This action shall be initiated by/through the elected officers of this chapter: and presented to the membership by the President, or his/her designee for discussion and vote.

Article VI^{SEP}

COMMITTEES

- Section 1. **Education and Training Committee**: The Chair of this committee shall be responsible for directing and organizing educational activities to carry out the mission of the Organization.
- Section 2. **Membership Committee**: The Chair of this committee shall be responsible for directing and organizing activities to increase awareness, participation and membership in the Organization.
- Section 3. **Programs Committee**: The Chair of this committee shall be responsible for directing, organizing and facilitating Chapter participation in National Initiatives of the Organization.

Article VII

AMENDMENTS

- Section 1. **Effective Date**: The Bylaws shall become effective upon approval by majority vote of voting members of the San Francisco Bay Area Chapter.
- Section 2. **Amendment**: Amendments to the Bylaws shall be made by resolution of any member in good standing, and shall be submitted in writing to the Board. The Board must give thirty (30) days notice in writing to the membership that a proposed amendment will be put before the general body at the next membership meeting, with attachment of proposed change.
- Section 3. **Adoption**: Adoption may be made by an affirmative vote of two-thirds (2/3) of the members in good standing present and voting at the meeting.

In Witness thereof, San Francisco Bay Area Chapter of NOBLE
members in good standing have set their hands, the year, and the date below:

| Member (Printed Name) | Member Signature | Date Signed |
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**San Francisco Bay Area Chapter, NOBLE
BY-LAWS**

Adopted 2016