

KANSAS PROFESSIONAL FIRE CHIEFS SECTION  
of the  
KANSAS STATE ASSOCIATION OF FIRE CHIEFS

CONSTITUTION AND BYLAWS

SECTION 1. There is hereby established the Kansas Professional Fire Chiefs Section as provided by the Constitution and Bylaws of the Kansas State Association of Fire Chiefs.

SECTION 2. The purpose of the Section is to provide a network of communication and support and a forum for career professional fire chiefs; to develop and present to federal and state elected representatives a legislative program that best serves municipal fire departments and their communities in the State of Kansas; to encourage adequate federal or state funding with the passage of federal and state mandates and initiatives; to support the "Home Rule" doctrine of the State of Kansas that allows local jurisdictions the ability to determine how best to serve their communities and how best to provide the necessary financial resources; and to support and encourage all other activities that the members of the Section believe furthers the interests of the Section.

SECTION 3. The fiscal year shall run from \_\_\_\_\_ to \_\_\_\_\_. Annual dues shall be \_\_\_\_\_. Dues shall be used to assist the KSAFC in funding the lobbyist as well as to defray costs associated with operations of the Section.

SECTION 4. Eligibility for Regular Membership in the Section is limited to the career, full paid, professional fire chief with responsibility for and authority over all paid, career employees and activities of the fire department, whose title may include department director, chief of department, superintendent, department head, etc. Further, the member must also be a member in good standing with the KSAFC. Regular Members are entitled to all the privileges of the Section.

Associate Membership is extended to other chief officers in regular member's departments. Associate Members are entitled to all of the privileges of the Section, except those of voting and holding office. Associate status is contingent upon continuing membership by the Regular Member.

Senior Membership is extended to retired and/or former Regular Members who have served as Regular Members as defined above. Senior Members have the rights, privileges, and responsibilities of membership, including full voting rights. Senior Members pay dues set at 50% of the regular member dues and are not required to be dues-paying members of the KSAFC. Senior Members are eligible to serve on the Executive Board in the Senior Member position only.

SECTION 5. The elected officers of the Section shall consist of a President, Vice President and Secretary-Treasurer. The officers are to be elected during the annual meeting by a majority vote of the Regular Members. The vote shall be by written ballot. The officers hold office for one

year. In the case where a majority is not achieved, the President may direct the Secretary-Treasurer to distribute ballots by mail to the entire regular membership.

SECTION 6. The President presides at all meetings of the Section and of the Executive Board, and shall, with the approval of the Executive Board, appoint such committees as deemed appropriate or as otherwise established at the discretion of the Executive Board. The President also represents the Section on the KSAFC Executive Board, and performs all other duties of the office as determined by the Executive Board.

The Vice President shall, at the request of or in the absence or disability of the President, undertake the powers and duties of the President and when so acting shall have all necessary powers and perform all such duties as the President or the Executive Board shall determine are necessary to carry out such role.

The Secretary-Treasurer maintains an accurate list of Section members, collects all money due to the Section, keeps an accurate record of all funds received and disbursed, records a summary of minutes of each Section meeting, presents an annual financial statement to the membership, and performs all other duties of the office as may be directed by the President or the Executive Board.

SECTION 7. There shall be an Executive Board which shall have general charge of the affairs of the Section. It shall be empowered to act on behalf of the Section between meetings of the membership, to establish, appoint and empower additional committees in its discretion; and to exercise all rights and powers granted it by these Bylaws or otherwise. It shall submit a report to each annual meeting of the Section covering its actions.

The membership of the Executive Board shall consist of all officers of the Section, the immediate Past President and three other members elected at large by and from the regular membership. Of the three members elected at large, one shall be a Senior Member, and two shall be Regular Members serving in the position of Board Member and Alternate Board Member. The Alternate Board Member shall be entitled to participate in all meetings or other actions of the Executive Board, but shall not be entitled to vote unless the Board Member is absent from the meeting where the vote is to be taken.

SECTION 8 In the event of a vacancy occurring in the office of President or any other officer or member of the Board, the next officer in line shall immediately assume the duties and authority of the vacant office and this procedure shall continue until the Alternate Board Member ascends to the Board Member position. The order of succession shall be Alternate Board Member, Board Member, Secretary Treasurer, and Vice President. Upon completion of this procedure the new President, with the approval of the Executive Board, shall appoint a Regular Member to serve out the un-expired term of the Alternate Board Member.

SECTION 9. The annual meeting shall take place in conjunction with the annual meeting of the KSAFC. Special meetings may be called by the President of the Section at any time at a selected location as deemed appropriate. Additionally, special meetings may be called by a vote of the majority of the Regular Membership.

SECTION 10. \_\_\_\_\_ Regular Members constitutes a quorum for the transaction of all business. A majority of the Regular Members present constitutes a “majority vote” unless otherwise directed in the Bylaws.

SECTION 9. Proxy????????

SECTION 10. These bylaws or any section thereof may be amended, repealed or revised upon a two-thirds vote of the Regular Members. If two thirds of the Regular Members are not present, or if the Regular Members present do not pass a bylaws change, then the Secretary will put the question to the Regular Members by a mail ballot.

SECTION 11. These Bylaws were approved on \_\_\_\_\_ and adopted on \_\_\_\_\_ as shown by the minutes of the annual meeting of the KSAFC.

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Appropriate signatures and dates

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