

BY-LAWS

EAST TEXAS JUSTICE OF THE PEACE AND CONSTABLES ASSOCIATION, INC.



ARTICLE I

MEMBERSHIP AND AREA

Section 1

This Corporation and Association shall be expressly for the benefit of and to serve the needs of Justices of the Peace, Constables and Clerks of the areas as stipulated in Section 2. It is further dedicated to enhance the image of the offices to the level of the highest Court in this State and jurisdiction of the State highest Peace Officers.

Section 2

This will encompass, but not be limited to forty (40) counties in East Texas. The ETJPCA will consist of the following counties:

1. Anderson; 2. Angelina; 3. Bowie; 4. Camp; 5. Cass; 6. Cherokee; 7. Delta; 8. Ellis;
9. Fannin; 10. Franklin; 11. Freestone; 12. Grayson; 13. Gregg; 14. Harrison;
15. Henderson; 16. Hill; 17. Hopkins; 18. Houston; 19. Hunt; 20. Kaufman; 21. Lamar;
22. Leon; 23. Limestone; 24. Marion; 25. McLennan; 26. Morris; 27. Nacogdoches;
28. Navarro; 29. Panola; 30. Rains; 31. Red River; 31. Rockwell; 32. Rusk; 33. Sabine;
34. San Augustine; 35. Shelby; 36. Smith; 37. Titus; 38. Upshur; 39. Van Zandt; 40. Wood

Section 3

Any Justice of the Peace, Clerk, Deputy Clerk, or Constable, Deputy Constable or Clerk of the State of Texas may hold full voting membership, but may not hold an elective office unless his jurisdiction falls within the area listed in Section 2.

Section 4

~~Any Justice of the Peace, Clerk, Deputy Clerk, or Constable, Deputy Constable, and Clerk of any state of the United States may hold non-voting membership, but may not hold an elective office in the Association.~~

Any Justice of the Peace, Constable, Clerk, or Deputy Constable from the State of Texas who is paid employee of a county within the area listed in Article 1 Section 2 or is a retired Justice of the Peace, Constable, Clerk or Deputy Constable from the State of Texas who is a retired employee of a County within the area listed in Article 1 Section 2 and whose membership is current with ETJPCA may hold an elected office in Association as well as having full voting membership rights.

Section 5

Reputable persons who have an interest in the preservation and improvement of the Justice of the Peace and Constable Association may hold honorary non-voting membership, but may not hold an elective office in the Association.

Section 6

Reputable persons who have an interest in the preservation and improvement of the Office of the Justice of the Peace and Constables Association may hold honorary, non-voting membership by paying \$10.00 (Ten Dollars) annual dues, but only upon the endorsement of the Justice of the Peace or Constable for the precinct where the applicant resides, but cannot hold office as an elected officer of the Association.

Section 7

All applicants for membership must be approved by the Board of Directors at a regular meeting, but must be governed by qualifications stipulated herein and may cancel membership of any member convicted of any offense involving moral turpitude; failure to pay dues or for any conduct unbecoming to a Justice of the Peace, Constable, Deputy Constable, Clerk, Deputy Clerk or Constable's Clerk.

Section 8

In the event a member is accused of a crime, a hearing shall be conducted by the Board to determine if the member is to be expelled from the Association. The accused may be represented by his/her self or by his/her representative at a hearing date and place designated by the President. The Board must consist of a Quorum. Upon hearing the case, the Board shall, by a majority vote decide if the accused will be expelled from the Association. During the hearing phase, the accused shall be suspended from any duties, action or representation regarding the Association.

ARTICLE II

MEMBERS FEES AND DUES

Section 1

All membership dues shall be \$25.00 (Twenty-Five Dollars) per year and shall be for the fiscal year from each meeting to the next.

Section 2

Special Assessments may be made by the Board of Directors by a favorable vote of two-thirds (2/3rd) of the voting membership at the annual meeting.

ARTICLE III

OFFICERS AND DIRECTORS

Section 1

This Corporation shall have the following officers: President, First Vice-President, Second Vice President, Secretary-Treasurer; Sergeant-at-Arms.

Section 2

The Board of Directors shall comprise of the five (5) elected officers, the Immediate past President, and ten (10) other members elected by the voting members at the annual meeting. All Board members must be a Justice of the Peace, Clerk, Deputy Clerk, Constable, or Deputy Constable, and service in one of the counties in Article 1, Section 3. Should a vacancy occur on the Board of Directors, the President shall appoint a qualified member for the remainder of the term. The Board shall consist of a minimum of four (4) Constables of these elected members by the voting members.

Section 3

All officers shall be elected at the Annual meeting and shall serve until the following Annual meeting and may be elected for additional terms. Directors shall be elected at the Annual meeting for a two (2) or three (3) year term.

Section 4

Officers and Directors who cease to qualify as an Association member shall be immediately removed from office and replaced by a qualified member appointed by the President.

Section 5

Should the President no longer qualify to serve, he shall be succeeded by the First Vice-President and then the Second Vice-President.

Section 6

The President shall be the Chairman of the Board of Directors and will preside over all Board Meetings.

Section 7

In the absence of the President, the order of precedence for presiding over the Board shall be First-Vice President, Second Vice-President, Secretary and Sergeant-at-Arms.

Section 8

A meeting of the Board of Directors shall be held on the day before the Annual Conference.

Section 9

The President may call a meeting of the Board of Directors at any time during the year when deemed necessary at a place and date of their choice by giving written notice of at least three (3) days prior to said meeting. The board may vote to pay up to \$25.00 (Twenty-Five Dollars) for expenses to any Board member whose expenses are not paid by the county. This will be paid by Association funds.

Section 10

Nine (9) Directors shall constitute a quorum for business transactions. Directors shall have the authority to act for the Association in the business matters necessary for the proper conduct of the Association.

ARTICLE IV

DUTIES OF THE PRESIDENT

Section 1

The President shall: 1. Preside at all meetings of the Association; 2. Countersign all checks with the Secretary/Treasurer; 3. Sign all membership cards; 4. Perform all duties that relate to and are necessary to this office.

ARTICLE V

DUTIES OF THE VICE-PRESIDENT

Section 1

In the absence of the President, the First Vice-President shall act in the place for all purposes and serve on the Education Committee, Legislative Committee and Audit Committee.

Section 2

In the absence of the First Vice-President, the Second Vice-President shall act in his place for all purposes and serve on the Membership Committee and By-Laws Committee.

ARTICLE VI

DUTIES OF THE SECRETARY-TREASURER

Section 1

The Secretary-Treasurer shall keep minutes of all combined meetings of both regions.

Section 2

The Secretary-Treasurer shall keep the record books and reports of the Corporation; and shall make quarterly reports of all cash on-hand, all expenses, all receipts and all disbursements; and at the end of each fiscal year, shall make a complete financial report statement including all money on-hand and a list of the assets and liabilities of the Corporation. The financial statement shall be presented during the Annual Conference.

Section 3

The Secretary-Treasurer shall pay all bills from the Association fund.

Section 4

The Secretary-Treasurer shall keep a record of all membership fees paid and all members fees due, any and all other received from any source, and to file any reports required by law, by these By-Laws, or otherwise deemed necessary.

Section 5

The Secretary-Treasurer shall prepare all checks and shall countersign them, after the President has signed.

Section 6

The Secretary-Treasurer shall be under \$1,000.00 (One-Thousand Dollars) Surety Bond to the Association and the premium on said bond shall be paid by the Association.

ARTICLE VII

DUTIES OF THE SERGEANT-AT-ARMS

Section 1

The Sergeant-at-Arms shall keep order at meetings and assist the President by carrying out all necessary activities.

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ARTICLE VIII

ANNUAL AUDIT

Section 1

An audit of all financial records shall be held within thirty (30) days after the election of officers each year. This audit will be performed by the Auditing Committee of two (2) members of the Association not holding office in the Association. This committee shall be appointed by the President at the Annual Conference to serve for one (1) year. The Secretary-Treasurer shall make all records available to the committee and shall cooperate with them in holding the audit.

ARTICLE IX

ANNUAL CONFERENCE

Section 1

The time and place of each Annual Conference shall be set by vote of the membership at the previous Annual Conference.

Section 2

The date of the Annual Conference is to be fixed by the host of the conference in the city where the conference is to be held. This host is to notify the President and the Secretary-Treasurer three (3) months in advance of said date. The Conference will be awarded to cities where the Justice of the Peace, Constables, and Clerks will serve as host and assume the responsibility of arranging programs and all other necessary functions, with the assistance of the officers of the organization.

ARTICLE X

NOMINATING COMMITTEE

Section 1

The President shall appoint a Nominating Committee prior to the Annual Conference. The Nominating Committee shall be composed of at least three (3) members of the organization with at least one (1) being an officer or Past President who will preside over the Committee.

Section 2

Any regular member may be nominated for any office or for the Board of Directors by any regular member from the floor.

Section 3

Each member shall be voted on individually by the members present.

ARTICLE XI

ANNUAL ELECTION

Section 1

Annual election of Officers and Directors shall be held during the Annual Conference. All officers will serve two (2) year terms and all directors will serve three (3) year terms.

Section 2

All voting members of the Associating who are in good standing shall have the privilege of casting one (1) vote.

ARTICLE XII

PAYMENT OF DEBTS

Section 1

All bills and expenses in the amount of more than \$50.00 (Fifty Dollars) must be approved by the Board of Directors.

Section 2

Expenses of \$50.00 (Fifty Dollars) or less may be paid by approval of the President, but shall be approved by the Board of Directors at next Board Meeting.

Section 3

All bills and debts are to be paid by check.

ARTICLE XIII

FISCAL YEAR

Section 1

The fiscal year shall be from the conclusion of the Annual Conference until the conclusion of the following Conference.

ARTICLE XIV

AMENDMENTS

Section 1

Any amendments to the By-Laws shall be made only by a two-thirds (2/3^{rds}) vote of the voting members assembled at the Annual Conference.