

CONSTITUTION AND BY-LAWS  
KANSAS CHAPTER OF INTERNATIONAL ASSOCIATION  
OF ARSON INVESTIGATORS, INC.

ARTICLE I

NAME AND OBJECT

Section 1. Name. This organization shall be known as the “Kansas Chapter of International Association of Arson Investigators”, and is hereinafter referred to as the “Association”. The name of the Association shall not be used publicly by any member other than by the use of his/her membership card for identification purposes, without express permission of the Board of Directors. This shall not restrict the officers or appointees or agents of the Association in the use of the name to carry out the purpose of the Association.

Section 2. Object. The objectives and purposes of this Association shall be:

- a. To unite for mutual benefit those public officials and private persons engaged in in the control of arson and kindred crimes.
- b. To provide for exchange of technical information developments.
- c. To cooperate with other law enforcement agencies and private associations to further fire prevention and the suppression of crime.
- d. To encourage high professional standards of conduct among arson investigators and to continually strive to eliminate all factors which interfere with administration of crime suppression.
- e. To foster greater professional competence in the investigation techniques and recognition of the crime of arson.
- f. To assist chapter members by providing opportunities and assistance for continuing education.

ARTICLE II

MEMBERSHIP

Section 1. Membership. It is mandatory that an applicant for ACTIVE membership be a member of the International Association of Arson Investigators. Applications for membership shall be made to any member of the Association in good standing with the Association.

Section 2. ACTIVE Membership. Any representative of a government agency or any representative of a business or industrial concern who is actively engaged in some phase of the suppression of arson or administration of justice at the time of application shall be eligible to ACTIVE membership on application, provided such person possesses the other qualifications for membership in the discretion of the Board of Directors and provided such person is not less than eighteen years of age at the time of application. All applicants for ACTIVE membership, if accepted, will be on a temporary status until the next meeting of the Board of Directors. During this temporary status period membership may be revoked at the discretion of the Board of Directors. If the application is not rejected by the Board of Directors within the specified time limit full membership is automatically granted.

Section 3. ASSOCIATE Membership. Any representative of a government agency and any representative of a business or industrial concern who is actively engaged in some phase of the suppression of arson or administration of justice at the time of application but not a member of the International Association of Arson Investigators shall be eligible to ASSOCIATE membership on application, provided such person possesses the other qualifications for membership in the discretion of the Board of Directors and provided that such person is not less than eighteen years of age at the time of application. All applicants for ASSOCIATE membership, if accepted, will be on a temporary status until the next meeting of the Board of Directors. During this temporary status period membership may be revoked at the discretion of the Board of Directors. If the application is not rejected by the Board of Directors within the specified time limit membership is automatically granted. ASSOCIATE members shall have the privileges of an ACTIVE member, except voting on matters concerning the International Association of Arson Investigators and holding office.

Section 4. PATRON Membership. Persons not qualified for ACTIVE or ASSOCIATE membership may become PATRON members, after determination of their qualifications by the Board of Directors. PATRON members shall have the privileges of an ACTIVE member, except voting and holding office. The Association may, by majority vote of ACTIVE members present, exclude PATRON members from any particular business meeting.

Section 5. SUSTAINING Membership. Individuals, organizations, businesses, firms, corporations, and other parties interested in carrying out the purposes of the Association may be granted SUSTAINING membership. The annual cost and level of sustaining membership shall be in accordance with guidelines established by the Board. Chapters shall not be precluded from establishing sustaining membership for the benefit of their Chapters.

Section 5-A. LIFE Membership. The Association may bestow LIFE membership upon any qualified member of the I.A.A.I. who has met the following requirements:

- a. Individual must be or have been an ACTIVE member of the I.A.A.I.
- b. Individual must be an ACTIVE member in good standing for ten years.
- c. Individual must have rendered distinctive service to the Association through participation on committees or activities for a minimum of five years.

A LIFE member shall have all the rights and privileges of an ACTIVE member without payment of dues. Nominations for LIFE membership shall be made to the Board at least sixty (60) days prior to voting thereon; no more than two nominations for such membership may be approved in any year.

Section 6. Personal Qualifications. Prior to voting upon each application, the Membership Committee shall give due consideration to the following, among other qualifications it deems applicable, to wit; (1) the personal character and reputation of the applicant, (2) the nature, character and reputation of the applicant's business, (3) the character and reputation of the applicant's employer and associates, and (4) the general nature, character and reputation of the principal business of the applicant's employer and associates. No person shall be eligible for any class of membership if he has been a member, or is presently a member, or becomes a member of a subversive organization or of any organization whose objectives and operations are inconsistent with the purposes of the Association.

Section 7. Elimination. The Board of Directors, either upon its own initiative or recommendation of other members may order the termination of any membership in the event of :

- a. Such member falsified his/her application or makes any misrepresentation therein.
- b. Such member is in arrears in the payment of dues or any other obligation in the Association.
- c. The Board of Directors, in its discretion, determines that such member has conducted themselves in such a manner as is prejudicial to the good name or best interest of the Association.
- d. The Board of Directors in its discretion determines that such member has exhibited traits of character or conduct inconsistent with the qualifications for membership in the Association.

A majority approval of the Board of Directors shall be sufficient to cause termination of membership for any reason specified in this section.

## ARTICLE III

### ELECTION, TERMS AND OFFICES

Section 1. Eligibility for office. Eligibility for office in the Association shall be:

- a. An ACTIVE member of the Association, as defined in Article II, Sections 1 & 2, for at least two years.
- b. Officers of the Association: The President and Vice President shall have served at least one term on the Board of Directors.
- c. The Secretary/Treasurer may be chosen from the general membership. The Secretary/Treasurer must meet the ACTIVE requirements of "a" above.  
(Revised 2-1-2000)

Section 2. Officers. The officers of the Association shall be a President, Vice President, and Secretary/Treasurer.

Section 3. Board of Directors. The officers and twelve other members of the Association, duly elected, shall constitute the Board of Directors.

Section 4. Terms of Office. The officers shall hold office from the time of their election and qualification for terms of two years, or until the election and qualification of their respective successors. Other members of the Board of Directors shall hold office from the time of their election and qualification for terms of three years. Ex-officio members of the Board of Directors shall serve for terms of one year, or until the qualification of their respective successors.

Section 5. Vacancies. In the event of a vacancy occurring on the Board of Directors between annual meetings, the vacancy or vacancies shall be filled by the President, from the list of those persons nominated at the last annual meeting beginning with the candidate receiving the highest number of votes cast then proceeding to the lowest. In the event that the vacancy cannot be filled in this manner, the President may make the appointment from the general membership with approval from the Board. Such newly appointed member or members shall hold office only until the next annual meeting.

Section 6. Elections. Officers and other members of the Board of Directors shall be elected at the annual meeting of the Association, to fill terms soon to expire, unless otherwise ordered by resolution or motion duly approved by the membership.

- a. No member can be nominated for more than one position per election.
- b. Nominating Committee members cannot be nominated for office without first resigning from the Nominating Committee.

Section 7. Nominating Committee. At each annual meeting of the Association, the President shall announce, for the ensuing year, the membership of the nominating committee which will be appointed by the Board of Directors. The nominating

committee shall nominate officers and the appropriate number of members of the Board, to hold office for the ensuing term of office.

Such nominating committee shall consist of at least three members of the Association, but no more than five, the majority of whom shall not be holders of any elected office.

Such nominating committee shall report nominations made to the members at the annual meeting of the Association, or at such other time, and in such other manner as the membership may direct by resolution on motion duly approved.

Nothing in the Section shall preclude any member or group of members from placing in nomination in any appropriate way, to be voted upon at the annual meeting of the Association, any person or persons whom such member or group of members might see fit to nominate for election to the Board of Directors, subject to qualification.

Section 8. Ex-Officio Members of the Board of Directors. All retiring Presidents shall become ex-officio members of the Board of Directors. The President, with approval of the Board of Directors, may appoint such ex-officio members to serve as Editor of the Association, Sergeant at Arms, Director of Arson Investigation Seminar, and Corporation Process Agent.

## ARTICLE IV

### GOVERNMENT

Section 1. Board of Directors. The Government of this Association shall be vested in the Board of Directors. Five members of the Board shall constitute a quorum.

Section 2. Duties and Powers. The Board of Directors shall have full power to transact all kinds of business necessary to the existence of the Association and of its purpose. The Board shall determine the date and location of the annual meeting and shall outline the program of activities during such meeting. They shall have general powers to direct, control and supervise the affairs of the Association.

Section 3. President. The President shall be the Chief Executive officer of the Association and it shall be his/her responsibility to supervise and coordinate the activities of the Association and to preside at meetings of the Association and of the Board of Directors. He/she shall appoint appropriate committees for the

conduct of the activities of the Association and shall require reports at each annual meeting, and otherwise desired from the committee so appointed and from the officers of the Association.

Section 4. Vice President. In the absence of the President the Vice President shall be the Chief Executive Officer and shall act as such. He/she shall also act as Chairman of the Finance Committee.

Section 5. Secretary/Treasurer. The Secretary/Treasurer shall keep the records and minutes of the Association and shall maintain currently the roll of members, the constitution and all other documents of value. It shall be his/her duty to receive and acknowledge all communications of the Association addressed to him/her or that may be submitted to him/her by officers of the Association, and perform such duties as assigned by the President.

The Secretary/Treasurer shall be the custodian and sole depositor of the funds of the Association, shall disburse such funds by check as herein authorized or upon approval of the Board of Directors for purposes which promote the welfare and objectives of the Association. He/she shall render a complete summary of all income, disbursements and balances whenever requested by the Board and to the members at each regular meeting. A written copy of this report shall be made available to any upon written request. He/she shall furnish bond to the Association in the form and amount as designated by the Board, the cost thereof to be paid by the Association.

Section 6. All ex-officio members shall have the privilege of attending and participating in all meetings of the Board of Directors but shall not have voting power in such meetings.

## ARTICLE V

### MEETINGS

Section 1. Annual. The meeting shall be held at such time and place as may be fixed by the Board of Directors, and shall consist of, but not limited to, the annual meeting of the Board of Directors and the annual meeting of the members of the Association. Notice hereof shall be mailed to each member at his/her last known address, not less than thirty days in advance.

Elections shall occur and other business may be presented at the annual meeting. When any question comes before the meeting not specifically provided for herein, the presiding officer shall be governed in his decision by the rules laid down in "Robert's Rule of Order", as revised.

Section 2. Special. Special meetings may be called by order of the Board of Directors at such place and time as fixed by the Board, giving due notice thereof to all members at least ten days in advance.

Section 3. Board of Directors. The Board of Directors shall meet at any time or place upon call of the President or of any four members of the Board.

Section 4. Absenteeism. If those duly elected to the Board of Directors fail to attend three (3) unexcused, consecutive meetings without notification of one of the Executive Officers, they will be voted off the Board.

Section 5. Obligations. Any Board of Directors member who is elected to, or volunteers for, any committee, shall make every effort to fill their obligations to that committee and its members. Should any member find that it is impossible to do so, they shall be obligated to notify, by telephone or in writing, one of the three Executive Officers. Then that committee member shall seek a replacement from the other Board members to fill their vacated position

## ARTICLE VI

### FINANCE

Section 1. Fees and Dues. Dues for active and associate members in this Association shall be fixed by majority vote of members present at the annual meeting, and shall be payable in advance from January 1<sup>st</sup> in the manner prescribed by the Secretary/Treasurer. Prospective members shall submit dues with application for membership which, upon admission, will pay his/her dues until December 31<sup>st</sup> following approval of his/her application. The fiscal year for the Association shall be January 1<sup>st</sup> - December 31<sup>st</sup>.

Section 2. Audit. The Finance Committee shall make an audit of the accounts of the Secretary-Treasurer at the first Board of Directors meeting after the annual meeting and shall verify all assets and liabilities of the Association.

Section 3. Gifts or Grants. All gifts or grants to the Association may be accepted by the Board of Directors. The Secretary/Treasurer shall make proper acknowledgment of all such gifts or grants accepted.

## ARTICLE VII

### OPERATIONAL STANDARDS

Section 1. Not for Profit. No part of the net earnings of the Association shall inure to the benefit of, or be distributable to its members, Directors, officers, or other

private persons, except that the Association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance to the purposes set forth in Article I thereof.

Section 2. Non Involvement in Political Campaigns. The Association shall not participate or intervene in any political campaign, including the publication or distribution of statements, on behalf of any candidate for public office. The Association may engage in efforts to influence legislation, including testifying before legislative committees, on issues and legislation favorable to the prevention, suppression and prosecution of arson and fraud. Such efforts shall be coordinated by the legislative committee upon approval by the Board of Directors

Section 3. Other. Notwithstanding any other provision of these articles, the Association shall not carry on any other activities not permitted to be carried on:

- a. By a corporation exempt from Federal income tax under section 501 ( c ) ( 3) of the Internal Revenue Code of 1954 ( or the corresponding provision of any future United States Internal Revenue Law) or ,
- b. by a corporation, contributions to which are deductible under section 170 ( c ) ( 2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

## ARTICLE VIII

### DISSOLUTION

Section 1. Dissolution Provisions. Upon the dissolution of the Association, the Board of Directors shall, after paying or making provision for payment of all of the liabilities of the Association, dispose of all of the assets of the Association exclusively for the purpose of the Association in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization under this section 501 ( c ) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) as the Board of Directors shall determine any such assets not so disposed of shall be disposed of by the District Court of the county in which the principal office of the Association is then located, exclusively for such purposes or to such organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

## ARTICLE IX

### AMENDMENT

Section 1. Requirements. This constitution may be amended at any regular or special meeting of the organization by a vote of two-thirds of the members present.

**Revised 2/27/99**

**CHANGE:** ARTICLE III, SECTION 5. Amended 2-6-96

Vacancies. In the event that a vacancy or vacancies occur on the Board of Directors between annual meetings, the President shall appoint an association member to fill such vacancy or vacancies. Such newly appointed Board member(s) shall hold that Board of Director position until the expiration of that positions term. (This change has been made in the text of the by laws)

**CHANGE:** ARTICLE III, Section 1. Amended 2-1-2000. The change has been made in the text of the bylaws.

**CHANGE:** ARTICLE III, Section 5. Amended 2-4-2003. The change has been made in the text of the bylaws.

