

**CONSTITUTION AND BY-LAWS**  
**OF THE**  
**ST. LOUIS POLICE VETERANS' ASSOCIATION**



**ASSOCIATION ORGANIZED IN 1932**  
**REVISED CONSTITUTION AND BY-LAWS**

**REVISED OCTOBER 2008**

**ASSOCIATION OFFICERS -- MARCH 2008 --MARCH 2010**

PRESIDENT John Cullen

VICE PRESIDENT George Ratermann

SECRETARY Robert Jacobs

TREASURER Ed Vaclavik, Jr

SERGEANT-AT-ARMS Joseph Brassler

BOARD OF TRUSTEES Ken Decker, John Folluo, Tony Pona

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## **Association Constitution**

### ARTICLE 1. NAME AND OBJECT

Section 1. This organization shall be known as the St. Louis Police Veterans' Association of Missouri and its motto shall be "STRENGTH THROUGH UNITY."

Section 2. Its purpose is:

- (A) To promote and strengthen the mutual comradeship and friendship established by many years of service together in the St. Louis Metropolitan Police Department.
- (B) To promote goodwill and arrange programs and social activities for the mutual benefit of its members.
- (C) Visit sick members and to aid and assist members.
- (D) Offer condolence to the family of a deceased member.
- (E) If requested, to offer and provide any assistance possible to the St. Louis Metropolitan Police Department that is within our capabilities.

### ARTICLE 2. MEMBERSHIP

Section 1. Membership in the Association shall be open to all former employees of the St. Louis Metropolitan Police Department who were commissioned officers, are of good moral character and have terminated their commissioned status with the Department in good standing. Commissioned officer shall mean police officer, turnkey, prison guard and chauffeur.

- (A) Those eligible for membership as stated in Section 1 must make application and pay two dollars (\$2.00) initiation fee plus the current yearly dues within one year of terminating their commissioned status with the department.
- (B) Dues. Effective January 1, 1994, dues shall be \$15.00 each calendar year and due in month of January each year thereafter. After six months' dues delinquency, automatic suspension occurs and loss of memorial death benefit results until dues are paid in full.
- (C) Section deleted June 11, 2003.
- (D) Former members applying for REINSTATEMENT will be required to pay the current year's dues, a \$2.00 reinstatement fee, and authorize automatic dues payment by pension deduction. If member chooses not to authorize automatic payment of dues by pension deduction then the member shall also pay the dues for the subsequent year.

(E) Section Deleted October 8, 2008

### ARTICLE 3. APPLICANTS—BALLOTING

#### Section 1.

- (A) All applicants for membership must be approved by a majority vote of the members gathered at a monthly meeting.
- (B) Voting shall be by voice vote conducted by the President. Any member can request a secret vote on any applicant. If there is more than one applicant to be voted on it shall be permissible to vote on each separately or on all collectively.
- (C) In the event of a vote by ballot the President shall appoint three (3) members to distribute, collect, and count the ballots. After the ballots have been counted, the committee shall tender the ballots to the President to be examined by the President, Vice President, Secretary and Treasurer after which the President shall announce the results of the balloting, either approved or disapproved. After the results of the balloting is announced the ballots shall be destroyed on an approved motion to do so.
- (D) Any applicant rejected for membership may reapply for membership after six (6) months elapse.

### ARTICLE 4. LIFE MEMBERSHIP

- A. Life membership may be conferred on members who have performed outstanding and distinguished service on behalf of the Association. No more than one (1) member can be elected to life membership in any one calendar year. Each nomination for life membership must be submitted to the president in writing setting forth the reason and qualification of the member being nominated. The member nominated shall be approved by a majority vote of the membership assembled at a monthly meeting.
- B. If more than one member is nominated at the same time for life membership in any one calendar year a vote of the members at a monthly shall be conducted by written ballot and the nominee with the highest number of favorable votes shall be declared the winner of the life membership for the designated year.

### ARTICLE 5. ELECTION OF OFFICERS

## Section 1. Elections, Nominations, and Removal of Officers

- (A) The officers of this Association shall be elected biennially at the monthly meeting in March and they shall be installed at the following meeting in the month of April.
- (B) Officers to be elected shall be: President, Vice President, Secretary, Treasurer, Sergeant-at-Arms/Color Bearer and a Board of Trustees composed of three members.
- (C) A second Color Bearer shall be appointed by the President to assist the elected Color Bearer. One color Bearer to take care of the area north of I-64 and one color Bearer to take care of the area south of I-64. They will be responsible to cover for each other when necessary for good reason.
- (D) All elected officers shall serve for a period of two years or until their successor is elected. It shall be permissible for all officers to succeed themselves.
- (E) The office of President and Vice President shall receive \$75.00 per month reimbursement for expenses. The offices of Secretary and Treasurer shall receive \$100.00 per month reimbursement for expenses. The Color Bearers shall receive automobile mileage expenses at the current rate allowed by the IRS for business mileage for delivery of the Colors. The stipend can be changed by motion and a majority vote of the members at a monthly meeting.
- (F) A nominating committee of three members shall be appointed by the President at the January monthly meeting prior to the March meeting in which the election of officers is to be held.
- (G) Any member interested in becoming an officer shall present their name to the nominating committee indicating the office they seek.
- (H) Nominations for office shall be accepted from the floor at the meeting at which the election is to be held.
- (I) Removal from office. Any officer or member of the Board of Trustees may be removed from office on a motion made for good and sufficient cause and approved by a 2/3 majority vote of the members present at a monthly meeting.
- (J) A chaplain shall be appointed by the President. He shall open all meetings with a non-denominational prayer and the Pledge of Allegiance to the Flag.

## ARTICLE 6. VACANCY IN OFFICE

### Section 1. How to Fill Vacancies in Offices

- (A) In the event the office of President becomes vacant for whatever reason the Vice President shall assume the office of President for the remainder of the term provided the Vice President is an elected officer and not an appointee to the office of Vice President.
- (B) If at the time the office of the President becomes vacant and the Vice President is an appointee to the office of Vice President then the Vice President will assume the temporary control of the Association and shall give notice to the membership that a special election will be held with nominations from the floor at the next monthly meeting to fill the office of President for the remainder of the term. On election of a President the Vice President shall relinquish control of the Association and resume the duties of Vice President.
- (C) The appointed Vice President and/or any member of the Association in good standing shall be eligible to be nominated to the office of President for the remainder of the term.
- (D) In a special election to elect a President, Article 5 on "Election of Officers" shall be adhered to.
- (E) In the event the appointed Vice President is nominated and elected to the office of President then he shall fill the vacated office of Vice President by appointment and the appointed Vice President shall serve the remainder of the term.
- (F) Other elected officers. In the event a vacancy arises for whatever reason the President shall fill the vacancy by appointment and the appointed office holder will serve the remainder of the term.

## ARTICLE 7. DUTIES OF OFFICERS AND BOARD OF TRUSTEES

### Section 1 Duties of Officers and Conduct of Meetings

- (A) The duties of all Officers and the Board of Trustees shall be governed by the Association's Constitution and By-Laws, supplemented by Roberts Rules of Order when necessary.

### Section 2. Duties of the President

- (A) Shall preside at all meetings.
- (B) Shall call special meetings at the request of ten members and shall call special meetings of the Executive Board when deemed necessary.
- (C) Shall be executive officer of the Association and rule on all questions of law under this Constitution and By-Laws.

- (D) Shall appoint all committees for the good and welfare of the Association and he shall be an ex-officio member of all committees without a vote except to break a tie.
- (E) Shall enforce the Constitution and By-Laws of the Association and hold the officers and Board of Trustees responsible for the duties and activities entrusted to them.
- (F) Shall plan activities of the Association.
- (G) Shall sign official documents, papers, and Association checks.
- (H) Fill vacancies in office by appointment with the By-Laws of Article 6 prevailing.
- (I) Shall appoint a Chaplain for the Association.
- (J) Shall appoint an Association chef and assistant chef each to be paid \$37.50 per month for 8 months and \$50 per month for 4 months (May, September, November and December). Extra help when needed are to be paid \$5.00 each. If the chef performs the work or duties of chef and assistant chef then he shall be paid both their salaries or vice-versa.
- (K) Shall report to the membership at all meetings on the activities of the Association.
- (L) Shall perform such other duties as are usually attached to the office of President.
- (M) Shall appoint an assistant to the Color Bearer to deliver the Colors to the bier of the deceased member either north of I-64 or south of I-64.

### Section 3. Duties of the Vice President

- (A) The Vice President shall act in the same capacity as the President in his absence or inability to serve in his office.

### Section 4. Duties of the Secretary

- (A) Shall keep a record of the minutes of all monthly meetings and Executive Board meetings.
- (B) Shall read minutes and correspondence at meetings.
- (C) Shall conduct the correspondence of the Association in consultation with the President.

- (D) Shall prepare and issue all bulletins or notices of the Association.
- (E) Shall notify the officers and Color Bearer in the event of the death of a member.
- (F) Shall maintain the documents, papers, and checks of the Association.
- (G) Shall be responsible for notifying the Color Bearer to deliver and display the Colors at the funeral Home where a member is waked.

#### Section 5. Duties of the Treasurer

- (A) Shall render a monthly treasurer's report at each meeting for approval of the membership.
- (B) Shall accept and deposit all dues and other monies due the Association.
- (C) Shall deposit and invest all monies of the Association as approved by the members.
- (D) Shall pay all Association bills by check.
- (E) Shall submit books and records annually in the month of February for audit by the Board of Trustees.
- (F) Shall prepare and maintain an accurate membership roster.

#### Section 6. Duties of the Board of Trustees

- (A) Shall audit the books and records of the Association once each year during the month of February or at any other time upon request or direction of the President.
- (B) Shall prepare audit report in writing to be presented to the membership at the monthly meeting in March each year. A copy of the audit report shall be submitted to the President, Vice President, Secretary and Treasurer.
- (C) Shall record attendance at meetings, collect lunch monies and other entrance fees which will be rendered to the Treasurer.

#### Section 7. Duties of the Sergeant-At-Arms/Color Bearer

- (A) Shall preserve order at meetings.
- (B) Shall escort membership applicants out of meeting room when so requested by the President.

- (C) Shall have custody and control of the Colors (flags) and will see that the Colors are displayed at the bier of the deceased members, also displayed at monthly meetings, special meetings, and at social functions of the Association. At all times he will be responsible to retrieve the Colors and see to it that the Colors are in good repair.
- (D) Color Bearer is not required to deliver the Colors at the bier of deceased members if member is waked outside or beyond the boundaries of St. Louis and St. Louis County.

## ARTICLE 8. DONATIONS OR CONTRIBUTIONS

### Section 1. Donations and Member Death Benefit

- (A) No donation or contribution shall be made by the Association until a motion is made and approved by a 2/3 majority vote of the members at a monthly meeting.
- (B) On the death of a member in good standing at the time the Association will make a donation of \$200 to the legal spouse in lieu of a floral piece.
- (C) If an when the Association treasury depletes to \$12,000.00 the \$200.00 memorial benefit shall be reduced to \$50.00 or less if deemed necessary and shall remain at the lower amount until such time the Association treasury accumulates to \$18,000.00.

## ARTICLE 9. POLITICS

### Section 1. Political Action, Endorsements, and Political Contributions

- (A) Political action by this Association may be pursued by members for the purpose of obtaining passage of legislation in the State and City Legislatures to benefit the members. The members may also lobby for or against any legislation from any other entity that will or will not benefit the members but the proposed legislation must first be discussed and approved by the members at a regular monthly meeting.
- (B) No endorsement of any political party, candidate or issue shall be made by any member in the name of the Association until it has been discussed by the members at a regular monthly meeting and approved by a vote of members present.
- (C) Monetary support for any political party, candidate or issue shall be governed by Article 8, Section 1-A of the Association constitution.

## **Association By-Laws**

## Section 1. Meeting Dates

- (A) The monthly meeting of the Association shall be on the second Wednesday of each month at 11:30 AM.
- (B) In the event it is necessary for the Association to temporarily move the meeting from one place to another or change the meeting date and time the President shall have the authority to determine and set the time, date and location of the meeting. It will be the responsibility of the President to notify the Secretary who will see to it that the membership is notified of the change.
- (C) A permanent meeting place, time and date must be approved by the membership at a monthly meeting.

## Section 2. Quorum

- (A) Twenty members shall constitute a quorum and no official business shall be transacted without a quorum.

## Section 3. Dues and Initiation Fees

- (A) Dues shall be \$15.00 per year for membership in the Association and can only be raised or lowered on a motion approved by 2/3 majority vote of members present at a monthly meeting.
- (B) Any member in arrears for payment of dues for six (6) months shall be automatically suspended as of July 1<sup>st</sup> of the year the delinquency occurs. The member shall be notified of their suspension by the Treasurer who will make a notation of it on the member's Association records of membership. A member on suspension shall be denied all benefits and privileges of membership until all delinquencies are paid in full.
- (C) Any member who fails to pay their dues for a period of one year will be automatically terminated from membership in the Association as of December 31 of the year of delinquency.
- (D) All members in good standing (all dues paid) and with fifteen (15) years membership in the Association shall pay no dues in the years following their 80<sup>th</sup> birthday. They shall be known as Elder Members with dues paid in full.
- (E) Any member taking up residence in a nursing home (not a retirement home) shall pay no dues as long as they remain in the nursing home regardless of their age.

- (A) Suspended or terminated members are not entitled to any Association benefits including attendance at meetings.
- (B) The members shall have the authority by a majority vote to suspend a member if it can be reasonably shown that the improper conduct of a member reflects on the welfare of the Association. In such cases the President shall appoint a committee of three (3) members to investigate the circumstances causing the suspension of the member. The committee is to report back within 60 days to the members assembled at a monthly meeting. The facts will be presented to the membership and the President will call for a written vote to be taken on the reinstatement or termination of the member with a majority vote to prevail.

#### Section 5. Notifications

- (A) The President, Secretary or Treasurer should be notified as soon as possible in the event of a serious illness, injury or death of a member of the Association.
- (B) Upon death of a member it will be left up to each member to determine if and when to visit the funeral home to pay their respects to the deceased member.
- (C) Members have the responsibility to notify the Secretary or Treasurer of a change in address and telephone number. If you fail to do so the officers lose contact with you.

#### Section 6. Motions to Amend Constitution and By-Laws

- (A) Oral motions to make a change in the constitution and By-Laws can be made at any monthly meeting or special meeting called by the President for that purpose. However written details of the motion shall be submitted to the President before a vote can be taken on the motion. If not written details of the motion are submitted at the time of the oral motion then the motion will be tabled until the written motion is submitted.
- (B) The written motion shall be submitted in duplicate, 1 copy to the President and a copy to the Secretary for a permanent Association record.
- (C) The Constitution and By-Laws can be amended by a 2/3 vote of the members at a monthly meeting or a special meeting called by the President for that purpose provided the written motion is submitted.
- (D) This Constitution and By-Laws shall be in full force and effect from and after its adoption by a majority vote of the members present at a monthly meeting or a special meeting called by the President for that purpose.

- (E) All preceding Constitutions and By-Laws of this Association shall be considered null and void on adoption of this Constitution and By-Laws.
- (F) All meeting of the Association shall be governed by Robert's Rules of Order in all matters not satisfactorily provided for in this Constitution and By-Laws.
- (G) This Constitution and By-Laws revised and adopted by the Association membership present at meeting on July 10, 1994.

#### ORDER OF BUSINESS AT ALL MEETINGS

1. Meeting called to order by President
2. Opening prayer and Pledge of Allegiance
3. Roll Call of Officers
4. Reading of applications of new members and vote on same
5. Introduction of guest speakers and o/or remarks by President, if any.
6. Reading of Minutes of previous meeting
7. Treasurer's report of receipts and distributions.
8. Reading of bills.
9. Reading of communication and correspondence.
- 10 Inquiry as to sick members.
11. Report of committees.
12. Unfinished business.
13. New business.
14. Remarks for the good and welfare of the Association.
15. Attendance report and 50/50 drawing.
16. Adjournment.