



# FLORIDA 911 COORDINATORS ASSOCIATION, INC.

Articles of Incorporation established November 28, 2017

## BY-LAWS

Approved on 11-21-19

### ARTICLE I – PURPOSE

#### Section 1. Name

The name of this organization shall be Florida 911 Coordinators Association, Inc.

#### Section 2. Florida 911 Coordinators Association, Inc. - Mission Statement

##### “United We Stand”

United we stand as 911 professionals in the State of Florida.

Our membership is committed to providing sound, experienced and unified advice to The Florida 911 Board and Florida Legislators to strengthen the development and implementation of 911 services statewide.

The 1st Amendment provides each of us with a constitutional right to proudly project our voices into the halls, chambers and offices of our elected representatives.

Join us and let our “United Voice” be heard in representing our 67 counties.

911 It's Who We Are

#### Section 3. Articles of Incorporation

The Florida 911 Coordinators Association, Inc. shall be incorporated by the Florida Department of State, Division of Corporations, in compliance with Chapter 617, F.S., (Not for Profit). The Executive Board shall appoint a corporate agent and ensure that the corporate status shall be renewed on an annual basis.

## **ARTICLE II – MEMBERSHIP**

### **Section 1. County/State 911 Coordinator**

Those appointed as the 911 Coordinator for each County in the State of Florida and the appointed State of Florida 911 Coordinator with a maximum voting total of (68). **Each appointed County 911 Coordinator member or designee and State 911 Coordinator member or designee shall have one (1) vote on business before the Association.**

### **Section 2. County 911 Coordinator - Retired**

Those who served for a minimum of 10 years as the appointed 911 County Coordinator in the State of Florida but is no longer affiliated with the appointment and/or agency. **Non-voting membership.**

### **Section 3. County 911 Database/GIS Representatives**

Those who are associated with the 911 Database or 911 GIS at a Public Safety Agency or Public Safety Answering Point (PSAP) within the State of Florida. **Non-voting membership.**

### **Section 4. 911 PSAP Representatives**

Those who are associated with a Public Safety Agency or Public Safety Answering Point (PSAP) or 911 operations within the State of Florida or from any other agency within the State of Florida that has involvement with a 911 PSAP, be it County, City, Town, Village, State or Tribal entity or supporting personnel. **Non-voting membership.**

### **Section 5. Elite Corporate Membership**

Those who are employed by companies that provide products and/or services related to public safety, including for-profit or non-profit organizations. Elite Corporate Membership will include a featured section on the Association's website in the Vendor "Spotlight" Series, Priority Advertising, Certificate of Recognition and (4) Association Lapel Pins. All company employees are included in this membership to attend meetings. **Non-voting membership**

### **Section 6. Corporate Membership**

Those who are employed by companies that provide products and/or services related to public safety, including for-profit or non-profit organizations. Corporate Memberships will include Advertising, Certificate of Recognition and (2) Association Lapel Pins. All company employees are included in the membership to attend meetings. **Non-voting membership.**

## **Section 7. Associate Membership**

Those who are not eligible for any other membership category but who wish to support the goals and objectives of the Florida 911 Coordinators Association. **Non-voting membership.**

## **ARTICLE III – ANNUAL DUES**

### **Section 1. Dues Rate**

**County/State 911 Coordinator**, annual membership dues of this Association shall be forty dollars (\$40.00) – \*Special “founding member” designation valid only until 12/31/18. The membership dues shall be payable between March 1<sup>st</sup> and April 30<sup>th</sup> of each year.

**County 911 Coordinator – Retired**, annual membership dues of this Association shall be twenty-five dollars (\$25.00) – Special “founding member” designation valid only until 12/31/18. The membership dues shall be payable between March 1<sup>st</sup> and April 30<sup>th</sup> of each year.

**County 911 Database/GIS Representative**, annual membership dues of this Association shall be thirty dollars (\$30.00) – Special “founding member” designation valid only until 12/31/18. The membership dues shall be payable between March 1<sup>st</sup> and April 30<sup>th</sup> of each year.

**911 PSAP Representative**, annual membership dues of this Association shall be thirty dollars (\$30.00) – Special member “founding member” designation valid only until 12/31/18. The membership dues shall be payable between March 1<sup>st</sup> and April 30<sup>th</sup> of each year.

**Elite Corporate Membership**, annual membership dues of this Association shall be two-hundred fifty dollars (\$250.00) - Special “founding member” designation valid only until 12/31/18. The membership dues shall be payable between March 1<sup>st</sup> and April 30<sup>th</sup> of each year.

**Corporate Membership**, annual membership dues of this Association shall be one-hundred twenty-five dollars (\$125.00) - Special “founding member” designation valid only until 12/31/18. The membership dues shall be payable between March 1<sup>st</sup> and April 30<sup>th</sup> of each year.

**Associate**, annual membership dues of this Association shall be twenty-five dollars (\$25.00) - Special “founding member” designation valid only until 12/31/18. The membership dues shall be payable between March 1<sup>st</sup> and April 30<sup>th</sup> of each year.

### **Section 2. Dues Payment Schedule and Membership Period**

The annual membership dues are payable between March 1<sup>st</sup> and April 30<sup>th</sup> of each year. Members who are delinquent as of August 1<sup>st</sup> of each year shall be dropped from the membership rolls.

## **ARTICLE IV – OFFICERS**

### **Section 1. Officers**

The Officers of this Association shall consist of the following:

President  
Vice President  
Secretary  
Treasurer  
Corporate Liaison

## **ARTICLE VII – DUTIES OF OFFICERS**

### **Section 1. President**

The President shall preside at all meetings of the Association, shall preserve order and decorum, and decide questions of order, subject to the right of any member to appeal.

The President, upon assuming office, shall appoint the following Standing Committees:

By-Laws  
Legislature  
Media/Website  
Conference Meetings

The President shall preside as Chairman of the Board of Directors

The President has the authority to convene a special meeting of the Executive Board of Directors and/or the General Membership when he or she deems necessary.

### **Section 2. Vice President**

The Vice President shall, during the absence of the President, and upon the death, resignation, or removal from the office of the President, assume all the functions of that office. In addition, the Vice President shall be engaged in increasing the association membership.

### **Section 3. Secretary**

The Secretary shall execute all normal duties of such office, keeping a record of all meetings of the membership and the Executive Board of Directors, and maintaining the correspondence of the Association.

The Secretary of the Association is required to file an annual report with the Florida Department of State which is due between January 1st and May 1<sup>st</sup> of each year. The annual report is to contain the following: Association's document number, a 6 to 12-digit number assigned by the Florida Dept. of State when the Association registered.

Association legal name **Florida 911 Coordinators Association**.  
Association's Federal employer identification number (EIN).  
Association's principle physical / mailing address.  
Associations registered agent including name, address, and signature.  
Associations principle officer(s) / director(s) name and address at the time report is filed.

When the annual report is filed the Association Secretary will request an official Certificate of Status from the Florida Department of State. A certificate of status certifies the Association is active and has paid all fees due to the Florida Department of State through a certain date.

#### **Section 4. Treasurer**

The Treasurer shall receive all monies due to the Association or the Executive Board of Directors. The Treasurer shall purchase all supplies required for operation of this office and shall submit a yearly financial report to the Association. An Audit of Association 'Books' and 'Associated Receipts' will be completed by ad hoc committee comprised of the Association President, Vice President, Treasurer, Secretary and one member at the Fall meeting. The Committee Chair shall report its' findings to entire membership and membership shall vote on such at fall meeting.

#### **Section 5. Corporate Liaison**

The Corporate Liaison shall encourage communications between the Association members and industry vendors to help identify areas for next generation 911 hardware and software solutions.

### **ARTICLE V - EXECUTIVE BOARD OF DIRECTORS**

#### **Section 1. Executive Board of Directors**

The Executive Board of Directors shall consist of the following:

Immediate Past President  
President  
Vice President  
Secretary  
Treasurer

#### **Section 2. Duties**

The Executive Board of Directors shall be charged with the management of the Association, including ways and means of carrying out its purpose, subject to the wishes of the membership as expressed at any meeting of the Association, and shall be subject to the tenants of the Constitution and By-Laws.

## **ARTICLE VI – ELECTIONS**

### **Section 1. Election Procedure Officers**

The President, Vice President, Secretary, and Treasurer shall be elected by secret ballot at the Association's fall meeting and will serve a (2) two year term starting January 1<sup>st</sup> following their election. In the event there is only one (1) nominee for a position, then through a motion and a second, the secretary can cast one (1) ballot and that person shall be deemed elected to that position.

### **Section 2. Terms of Office**

The President, Vice President, Secretary, Treasurer shall assume their duties and authorities upon their being installed in office during the Association's fall meeting. Officers shall remain in office for a two (2) year term and/or until the installation of their elected successor; their resignation or removal from office in accordance with the By-laws of this Association.

### **Section 3. Vacancies in Office**

In the event of a members' death, removal from office or resignation of any Officer, the Executive Board of Directors shall appoint a member to serve in such capacity until the next fall meeting. In the event the President is unable to complete their term of office, the Vice President will assume the office and a new Vice President will be appointed by the Executive Board of Directors until the next election.

### **Section 4. Bonds for Officers**

At such time as the Executive Board deems necessary, the President and Treasurer shall be bonded in the minimum amount of the total assets of the Association and/or as otherwise stipulated by the Executive Board. Estimates of the value of the Association Treasury are to be made at the Associations Fall Conference and each officer identified above is to be bonded at a minimum to that level.

## **ARTICLE VIII - COMMITTEES**

### **Section 1. Standing Committees**

The President may establish any committee deemed appropriate.

## **Article IX – MEETINGS**

### **Section 1. Annual Membership Meeting**

The Association shall have at least two (2) full membership meetings a year in coordination with the Florida NENA conferences and or workshops.

## **Section 2. Quorum**

*Robert's Rules of Order Newly Revised* establishes the following quorums (which would apply if *Robert's* is your parliamentary authority and no higher rule or statute applies):

- For most organizations and boards, a majority of all the members.

## **Section 3. Meeting Rules**

Meetings will be conducted under the Robert's Rule of Order.

## **Section 4. Special Meetings**

The Executive Board of Directors may call special membership meetings.

## **ARTICLE XI – BY-LAWS**

### **Section 1. By-Laws**

Alteration, changes or additions to the Constitution and By-Laws should be proposed by email to the Association Secretary at least two (2) weeks prior to commencement of either Bi-Annual Meeting. The By-Laws Committee shall convene and discuss proposals submitted. The Committee Chairperson shall inform Association members of proposals / changes at either Conference. This will be considered as the 1<sup>st</sup> reading. Any or all changes voted on and passed by membership shall take effect immediately.

Current Association By-Laws shall be posted on the Florida 911 Coordinators Association, Inc. website.

## **ARTICLE XII – RETENTION OF PROPERTY INTEREST**

### **Section 1. Retention of Title**

All right, title, and interest, both legal and equitable, in and to property of the Florida 911 Coordinators Association, Inc. shall remain in the Association.

### **Section 2. Requirement for Return of Property**

Any property of the Florida 911 Coordinators Association, Inc. in the possession or trust of a member or employee shall be returned immediately to the Association in the event of their death, resignation, suspension, or expulsion.

## **ARTICLE XIII – DISBURSEMENT OF ASSETS UPON DISSOLUTION**

### **Section 1. Statement of Intent**

Upon the dissolution, termination, or winding up of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes. *(It is also permissible to name specific 501(c)(3) organization(s) to which a distribution shall be made in the event of a dissolution or termination).*