

Nassau County

Police Benevolent Association

Constitution & Bylaws



Mission

Recognizing the fact that the thoughts and desires of many individual Members of the Police Department, County of Nassau, New York, are similar, and realizing that more good can be accomplished through united thought and action, we band ourselves into organization and adopt the following rules as our Bylaws, according to which we are to govern ourselves and the actions of our organization.

Executive Board *

President	Thomas Shevlin
Vice President	Kevin Mullick
Second Vice President	David Re
Treasurer	Edward Eilenberger
Corresponding Secretary	John Paterson
Recording Secretary	Sean Mulligan
Sergeant at Arms	Frank Arcuri
Financial Secretary	James Shanahan

** Last updated: June 15, 2023*

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Article I Name and Purpose of the Association

Section 1.

The name of this Association shall be the Police Benevolent Association, Police Department, County of Nassau, New York, Incorporated (Nassau County PBA or Association).

Section 2.

The purpose of this Association shall be as follows:

- A. To promote and develop a friendly and fraternal spirit among all the members of the Police Department, County of Nassau, New York.
- B. To advance the general welfare and efficiency of the Police Department, County of Nassau, New York.
- C. To secure for the members of the Nassau County PBA the best possible salary and working conditions and to serve as the sole bargaining agent for all its members.

Section 3.

This Association may join, become a member of, or pay dues or assessment to any association or organization beneficial to the members of the Nassau County PBA, providing said membership is approved by a two-thirds (2/3) vote of the members of the Board of Governors present and voting at a meeting of the Board of Governors, and a two-thirds (2/3) vote of the members of the Board of Officers present and voting at the next regular Nassau County PBA Board of Officers' meeting, in that order.

Article II Membership

Membership in this Association shall be divided into the following groups:

1. Active full benefit member:

Active full benefit member refers to a sworn employee of the Nassau County Police Department, who holds the rank of Police Officer, excluding detectives, who has filed all required forms for membership and who has been accepted in accordance with ARTICLE III.

Active full benefit members shall be entitled to all benefits provided by the Association. Only active full benefit members shall hold Office in this Association or be eligible to vote in any election, on any contract, or on any issue.

2. Associate member:

Associate member refers to a sworn employee of the Nassau County Police Department who has been designated as a detective or attained the rank of Sergeant or above and who pays dues to a labor organization (as defined by terms set forth in that labor organization's By-Laws).

Associate members shall be entitled to benefits as specifically set forth in these bylaws and as specifically approved by vote of the Board of Governors.

3. Associate partial member:

Associate partial member refers to a sworn employee of the Nassau County Police Department who has been designated as a detective or attained the rank of Sergeant or above and who pays dues to a labor organization (as defined by terms set forth in that labor organization's By-Laws) who elected associate partial member status at the time of designation/promotion, prior to July 1, 2023.

Associate partial members of the Association shall be entitled to the following listed benefits and shall NOT be eligible for any other benefits bestowed upon full benefit, associate, or retired members:

1. Nassau County PBA watch and plaque upon retirement.
2. Payroll participation in auto and homeowners' insurance.
3. Nassau County PBA membership cards, stickers, and calendar books.
4. Participation in all Nassau County PBA-sponsored social and sporting events.
5. Use of Association attorneys only for the purpose of a free will.

4. Retired full benefit member:

Retired full benefit member refers to an active full benefit member or an associate member who separated from the Nassau County Police Department on a Service Retirement, Ordinary Disability Retirement, or a Service Disability Retirement.

Retired full benefit members shall be entitled to benefits as specifically set forth in these bylaws and as specifically approved by vote of the Board of Governors.

5. Retired partial benefit member:

Retired partial benefit member refers to an associate partial benefit member who separated from the Nassau County Police Department on a Service Retirement, Ordinary Disability Retirement, or a Service Disability Retirement prior to July 1, 2023.

Retired partial benefit members shall be entitled to benefits as specifically set forth in these bylaws and as specifically approved by vote of the Board of Governors.

6. Non-member:

Non-member refers to a person otherwise eligible to be an active full benefit member, associate member, associate partial member, retired full benefit member, or retired partial benefit member for whom any one or more of the following conditions apply:

- a) Who is in arrears
- b) Who is currently removed from the NCPBA
- c) Who is currently opted out of the NCPBA
- d) Who did not join the NCPBA upon the first opportunity to do so
- e) Who had their application for membership rejected

The NCPBA will only provide non-members services as specifically required. In the event that the NCPBA must provide a non-member with services specifically required by law or collective bargaining agreement, the non-member shall be required to pay any costs affiliated with the services. The estimated total cost of the services shall be required to be paid by certified check before any action commences. Additional certified checks may be required from the non-member if the cost of the action increases in order for it to proceed. Any monies not expended on the action will be returned to the non-member once the action is completed. No benefits, representation, or services will be provided to non-members, or to members for incidents which occurred while they were non-members, except as required by law.

Article III Application for Membership

Section 1.

Membership in this Association shall be by application only.

Section 2.

Every application for membership in this Association must be in writing on a form provided by this Association and must be prepared and signed by the applicant.

Section 3.

Such application for membership, when properly prepared, must be duly presented at a regular meeting of the Board of Governors and must be accepted or rejected no later than the next regular meeting of the Board of Governors.

Section 4.

Acceptance or rejection of an application shall be by vote of all the members of the Board of Governors present at the meeting of the Board of Governors at which the application is acted upon. If two-thirds (2/3) of the members present vote for acceptance, the applicant shall be a member of this Association, subject, however, to his/her completing the requirements of membership as outlined in Article IV. If said application is rejected, a further application can be made and presented as outlined in Article XVIII.

Section 5.

An active full benefit member will automatically be enrolled as an associate member upon promotion or designation as a detective.

Article IV Initiation Fees

Section 1.

Initiation fees shall be paid at the time an application is presented for action at the meeting of the Board of Governors and shall be as follows:

- A. There shall be no initiation fee for an eligible member of the Department to join the Association during the first six (6) months following appointment. The fee for any eligible member of the Department to first apply to join the Association after the first six (6) months of his/her appointment to the Department shall be equal to the amount that would have been paid in dues and assessments had he/she joined the Association as of his/her completion of the first six (6) months of employment.
- B. At the time of application to the Association, the applicant must also submit the accepted payroll deduction form with his/her application and initiation fee.
- C. Payment of initiation fees shall be made to the Treasurer of this Association by check or money order.

Article V Dues and Assessments

Section 1. Dues for the Association shall be as follows:

- A. Active full benefit members shall pay one percent (1%) of a police officer's base annual salary at top pay, which shall be deducted from each member's paycheck in equal payments for a period of twenty-six (26) pay periods, by the Comptroller's Officer, County of Nassau, New York. Base annual salary shall be defined as that amount published in the collective bargaining agreement between the Nassau County PBA and the County of Nassau under the salary schedule for the calendar year, exclusive of longevity, stipends, or any other benefits. In the event a collective bargaining agreement is not reached until after January 1 in any calendar year, the dues shall be adjusted retroactively, but shall commence when the member receives his/her adjusted salary increase.
- B. Retired full benefit members that retired prior to January 1, 1986, shall pay twenty- six dollars (\$26.00) per year. Retired full benefit members, who retired in the years 1986 through 1992, shall pay fifty-two dollars (\$52.00) per year. Retired full benefit members who retired in 1993 or later shall pay one hundred four dollars (\$104.00) per year. Retired full benefit members who retire in the year 2010 and later shall pay one hundred fifty dollars (\$150.00) per year. Retired partial benefit members shall pay half of the above-stated amounts.
- C. Associate full benefit members shall pay twenty-three cents (\$00.23) per one thousand dollars (\$1,000) of top step base salary for the rank of police officer, rounded off to the lowest thousand, every single pay period which shall be deducted from each member's paycheck for a period of twenty-six (26) pay periods by the Comptroller's Office, County of Nassau, New York. Base annual salary shall be defined as that amount published in the collective bargaining agreement between the Nassau County PBA and the County of Nassau, New York, as outlined in paragraph (A).
- D. Associate partial benefit members shall pay eleven cents (\$00.11) per one thousand dollars (\$1,000) of top step base salary for the rank of police officer, rounded off to the lowest thousand, every single pay period which shall be deducted from each member's paycheck for a period of twenty-six (26) pay periods by the Comptroller's Office, County of Nassau, New York. Base annual salary shall be defined as that amount published in the collective bargaining agreement between the Nassau County PBA and the County of Nassau, New York, as outlined in paragraph (A).
- E. Members classified under Paragraph B shall make their payment in full to the Corresponding Secretary of the Association prior to April 1 of the current year. There shall be no exception to the above, except, effective July 1, 2023, retirees may prepay the remainder of their retiree dues (until dues exempt per Section 9) in one lump sum for a discount of 25% on the balance paid.
- F. Any member of this Association, who is in good standing when he/she leaves to join the Armed Forces of this Country, whether he/she is drafted, a member of the Reserves, or is taken off the payroll for any military commitments, will be relieved of the obligation of the payment of dues and assessments to the Association, and this will remain in effect until thirty (30) days after his/her separation or discharge from the Armed Forces at which time he/she will again be responsible for his/her dues and assessments.

(1) Any member, who is off the payroll because of military commitments, shall be responsible for the payment of his/her own Nassau County PBA insurance premiums to the Treasurer of this Association.

- G. Any member of this Association, who is in good standing when he/she is suspended without pay or takes a leave of absence without pay, may continue to receive benefits under Article VII provided that such member makes written application to the Board of Governors of this Association for continuance of benefits, within ten (10) days after the start of his/her suspension or leave of absence and upon approval of the Board of Governors, and provided that the member makes payment in advance for the remainder of the year's dues and insurance premiums and within thirty (30) days after each subsequent January 1 for the following year. All payments will be made to the Treasurer of this Association. The Board of Governors, by a two-thirds (2/3) vote, may waive any portion of this subsection.
- H. Any member who is not at top pay due to a wage and step increase freeze imposed by the Nassau Interim Finance Authority (NIFA) will pay one percent (1%) of the base annual salary step they are in at the time of the imposed freeze, as published in the collective bargaining agreement between the Nassau County PBA and the County of Nassau under the salary schedule for the calendar year, exclusive of longevity or any other benefit. A reimbursement check will be issued to entitled members by December 31 of each year. Dues assessment shall revert back to Paragraph A of this section once a freeze has ended.

Section 2.

Assessments may be levied at any time by the Board of Governors of this Association, provided that such assessments are duly levied by the approval of a majority of the Board of Governors present and voting at a regular meeting or at a special meeting of the Board of Governors called for the purpose of levying an assessment, and further provided that such assessment has been approved by a two-thirds (2/3) vote of the Officers present and voting at a regular Nassau County PBA Officers' meeting or at a special meeting of the Board of Officers called for the purpose of levying an assessment.

Section 3.

No assessment may be levied, unless the following is specified:

- A. The purpose for which the assessment is to be levied, and
- B. The fund(s) to which receipts are to be credited as provided by Article XXII.

Section 4.

An assessment levied in accordance with the provisions of Section 2 of this Article, shall state when, and in what amounts, such assessment is payable.

Section 5.

Failure of any active full benefit member to pay a duly levied assessment shall be deemed equivalent to the failure to pay regular dues and any provision of these Bylaws that relate to failure to pay dues shall apply in like manner to the failure to pay assessments.

Section 6.

- A. Funds for the Political Action Fund shall be derived from the receipt of eight cents (\$.08) of every dollar collected from each active full-benefit member and four cents (\$.04) of every dues dollar received from an associate member. All said funds, to be deducted bi-weekly, shall be deposited in the Political Action Fund.
- B. The Political Action Fund shall be used for political contributions with the prior approval of a majority of those present and voting at a meeting of the Board of Governors, Board of Officers, or the open membership.

Section 7.

The Board of Governors may, by a majority vote of those present and voting, suspend the allocation of dues to the Political Action Fund and reinstate the allocation when needed. During the suspension period of such allocation to the Political Action Fund, the Association dues collected shall become part of the Contingent Fund.

Section 8.

Any member in good standing will be considered a Life Member, and shall be exempt from the payment of dues at the start of that member's 40th year of membership in the Nassau County PBA.

Article VI Arrears

Section 1.

A retired full benefit member and a retired partial benefit member shall be deemed to be in arrears when the yearly dues have not been paid prior to April 1 of the current year.

Section 2.

All other members shall be deemed to be in the arrears when their dues or an assessment has not been paid within three (3) months from the date such dues or assessment was levied and made payable.

Section 3.

Any member who is in arrears as outlined in Sections 1 and 2 of this Article shall be deemed not in good standing and ineligible for any benefits and no benefits provided by these Bylaws shall be paid to his/her beneficiary.

Section 4.

When any member shall be in arrears, his/her name shall be reported to the Treasurer of this Association at the next regular meeting of the Board of Governors.

Section 5.

If any member's dues are not paid in full by the Board of Governor's meeting referenced in Section 4 of this Article, the Corresponding Secretary shall send to the member's last known address a registered or certified letter stating the amount owed and the action to be taken on his/her membership in accordance with these Bylaws.

Section 6.

At the second regular Board of Officers' meeting succeeding the date of the letter mentioned in Section 5 of this Article, the Corresponding Secretary must report whether the arrears have been paid by the member(s) in question and, if not, the member(s) in arrears shall be dropped from the Nassau County PBA membership and deemed non-member(s).

Section 7.

Upon retirement, Nassau County PBA members will be immediately sent by the Corresponding Secretary, an "offering sheet" explaining his/her dues and insurance options. This must be returned to the Nassau County PBA Office with full payment by the member no later than sixty (60) days from the date it was sent, or that member will be dropped from Nassau County PBA membership and deemed a non-member.

Section 8.

Any retired member that remains a member of the Nassau County PBA shall be entitled to the "MM" plan of insurance, at no cost to them.

Article VII Benefits and Insurance

Section 1.

All active full benefit members of this Association shall be entitled to the following benefits: insurance, hospital equipment, television rental in hospitals, and counsel.

Section 2.

- A. Retired members shall receive a card with the same face and legend as a regular membership card.

Section 3.

Hospital equipment is available to active full benefit members, retired full benefit members, and associate members, and their families. The hospital equipment to be provided shall be determined by the Board of Governors.

The above listed Benefits are not available to partial associate members whether active or retired.

Section 4.

Active full benefit members, retired full benefit members, and associate members shall be reimbursed for rental expenses of a television while he/she is in a hospital.

The above listed Benefits are not available to partial associate members whether active or retired.

Section 5.

- A. Counsel is available to active full benefit members, or associate members if approved by the Board of Governors, for the following job-related matters: departmental trials, medical review board proceedings, workers compensation matters, disability retirement applications(including ordinary disability), malicious prosecution actions, libel and slander actions, assault actions, grand jury proceedings, criminal actions, court proceedings, retirement problems, grievances, and any other job-related situations. Provision of counsel will be approved on a case-by-case basis by the Board of Governors, or the Legal Committee when time dictates that it cannot go before the Board of Governors. The Legal Committee will make a full report at the next meeting of the Board of Governors who will then determine if representation shall be continued.
- B. When the Board of Governors and/or the Legal Committee determines that there is a conflict of interest between members, the Association will endeavor to provide separate attorneys.
- C. The Nassau County PBA legal services will be divided into three (3) separate and distinct functions, using three (3) separate law firms. No one law firm shall be

responsible for providing Nassau County PBA legal services in more than one (1) of the following categories:

- (1) Labor;
- (2) Discipline and internal/criminal investigations; or
- (3) Compensation/disability.
 - a. Any changes in the above policy in the future must be done by a mail ballot of the members and a two-thirds (2/3) approval of the eligible voters is necessary to change this bylaw.
 - b. Notwithstanding the above, a single law firm may be utilized to perform more than (1) of the above-referenced categories on a case-by-case basis upon approval of a two-thirds (2/3) vote of the Board of Governors.
 - c. Once a private counsel, without Nassau County PBA authorization, is retained by a member regarding any of the above-listed categories, Nassau County PBA counsel and Nassau County PBA services cannot and will not be provided to that member on that issue in which the private counsel was retained unless approved by a two-thirds (2/3) vote of the Board of Governors on an individual basis.

Section 6.

- A. Active full benefit members and active associate members of this Association, who elect to receive coverage under the life insurance program, shall pay the prescribed premium.
- B. The premium shall be deducted from each member's paycheck, prorated for a period of twenty-six (26) pay periods.
- C. Active full benefit members must elect to receive maximum coverage under the life insurance program within the first five (5) years as a member of the Nassau County Police Department, unless an open enrollment is offered by the insurance carrier.
- D. Members who have maximum coverage may elect to receive life insurance coverage for their spouses and children as provided in the most current contract in effect with the Association's insurance carrier. The amount of this coverage shall be determined by the member as set forth in the member's insurance booklet under "schedule of benefits."
- E. Retired full benefit members and retired associate members may elect to continue coverage under the insurance program as offered by the provider.
- F. Any change in the amount of insurance coverage will be on the recommendation of the Insurance Committee and, upon approval of the Board of Governors.
- G. Any police department that is absorbed by the Nassau County Police Department, before their members can become part of the Nassau County PBA insurance program, must negotiate with this Association with regards to conditions under which they may join the Nassau County PBA insurance program.
- H. As of July 1, 2023, Any member of this Association who has served as an elected Nassau County PBA Officer for a cumulative total of twelve (12) years or more shall be exempt from paying life insurance premiums when enrolled in the Nassau County PBA group insurance program. The Nassau County PBA will pay the required premium for that member until the term of the insurance has expired.

Article VIII Membership Beneficiaries

Section 1.

Upon application for membership in this Association, the applicant must fill out the required insurance beneficiary form.

Section 2.

The form mentioned in Section 1 of this Article must be completely and personally filled out and signed by the applicant.

Section 3.

A member may change a previously designated beneficiary on a prescribed form; such a change can be made only when all provisions of Section 2 of this Article have been complied with.

Section 4.

In addition to the beneficiary provided for in Section 1, a member may designate a second or contingent beneficiary to whom death benefits shall be payable, provided the first beneficiary shall have predeceased the member.

Section 5.

In the event that both the designated beneficiary and the contingent beneficiary shall predecease the member, and no other beneficiary shall have been designated, the death benefit shall be paid to the estate of the deceased member, provided such member was entitled to death benefits. A copy of the death certificate must be presented to the Nassau County PBA as proof of death.

Article IX Officers

Section 1.

The Officers of this Association (collectively the “Board of Officers”) shall be divided into four (4) categories:

- A. **Executive Board:** consists of the President, First Vice President, Second Vice President, Treasurer, Corresponding Secretary, Recording Secretary, Sergeant at Arms, and Financial Secretary;
- B. **Board of Trustees:** consists of one (1) Trustee for each precinct and each of the three (3) headquarters commands (“precinct/command”);
- C. **Board of Governors:** consists of the Executive Board and the Board of Trustees; and
- D. **Delegates:** consists of four (4) Delegates for each precinct and each of the three (3) headquarters commands.

Section 2.

Each of the above offices shall be filled by members of this Association who are eligible to hold office in accordance with these Bylaws. The Officers of this Association will be elected by the members of this Association in accordance with these Bylaws.

Section 3.

- A. No member of this Association shall be eligible to hold office on the Board of Governors unless they have been an active full benefit member of this Association in good standing for a period of three (3) years preceding the date of election.
- B. In order to hold the office of Delegate, a member of this Association must be an active full benefit member in good standing for a period of eighteen (18) months preceding the date of election and be off Police Department probation.

Section 4.

Any of the Officers mentioned in Section 1 of this Article may be suspended or entirely relieved of his/her duty for incompetence, inattention to the duties of his/her office, conduct unbecoming, or conduct that in any way reflects discredit on this Association.

Section 5.

Before any office can be declared vacant due to removal in accordance with Section 4 of this Article, written charges must be filed against the Officer with the Board of Governors. Charges must be signed by ten (10) active full benefit members of this Association in good standing and countersigned by a member of the Board of Governors of this Association.

Within seven (7) days after these charges have been filed with the Board of Governors, a copy thereof must be sent by email and registered mail to the last known addresses of the Officer. At

the next regular meeting of the Board of Governors, the Officer against whom the charges have been filed may appear and be questioned at length by any member of the Board of Governors. Thereafter, following excusal of the charged Officer, and discussion desired by the members of the Board of Governors present, a vote shall be taken among all the members of the Board of Governors present. Provided that two-thirds (2/3) of those present vote for removal, the Officer shall be removed and the office shall be declared vacant by the Presiding Officer of the Board of Governors. Provided that two-thirds (2/3) of those present vote for suspension, the Officer shall be reinstated at the end of the stated period of suspension.

All Trustees shall keep their Delegates apprised of all stages of the above proceedings.

Section 6.

- A. If a letter of resignation is submitted by any member of the Board of Officers, and is accepted by the Board of Governors, said letter of resignation from office is irrevocable.
- B. Upon acceptance of a letter of resignation from office, the Board of Governors will adhere to Article XIII of the Association Bylaws which govern the filling of vacancies in office.

Article X Duties of Officers

Section 1. Duties of the President

- A. The President shall be the Executive Officer of this Association. He/she shall preside at all regular and special meetings and enforce the Bylaws of this Association, decide all questions of order, announce the results of all motions and ballots, and do all other things required by these Bylaws of his/her office. He/she shall be an ex officio member of all committees. He/she shall be permanent Chairperson of the Negotiating Committee and also serve as Chairperson of the Members' Welfare Committee and Co-Chairperson of the Political Action Committee. He/she shall appoint chairpersons of all special function committees as these functions arise. He/she shall not be entitled to vote except when: 1) casting a ballot at a general or special election or on a mail ballot vote; or 2) a vote at a meeting is equally divided on any motion in which case his/her vote will be deciding.
- B. Upon application of a member, the President of the Association may authorize that member to act on behalf of the Association anywhere in the world. The purpose of this section shall be to authorize members to do appropriate research or fact-finding on behalf of the Association, but said authorization shall in no way allow for remuneration for the traveling or any expenses in relation thereto.

Section 2. Duties of the First Vice President

The First Vice President shall aid and assist the President in conducting meetings. In the absence of the President, he/she shall have the full powers of the President. He/she shall perform all other duties devolving upon his/her office as the laws, rules, and usages of the Association enjoin or the President may, from time-to-time, direct.

The First Vice President shall act as Chairperson of the Legislative Committee and assist the President at all legislative meetings. He/she shall keep an accurate and up-to-date record of Legislators' actions and how they vote on issues concerning police officers.

He/she shall also serve as Co-Chairperson of the Political Action Committee.

Section 3. Duties of the Second Vice President

The Second Vice President shall aid and assist the President in conducting meetings. In the absence of the President, he/she shall aid and assist the First Vice President in conducting meetings. In the absence of the First Vice President, he/she shall preside, and while presiding, have the full power of the President. He/she shall perform all other duties devolving upon his/her Office as the laws, rules, and usage of the Association enjoin or the President may, from time-to-time, direct. He/she shall act as Chaplain at funeral services for Department members. He/she shall be Chairperson of the Grievance Committee.

Section 4. Duties of the Treasurer

- A. The Treasurer of the Association shall be the custodian of the funds of the Association. He/she shall keep accurate books of account which shall be at all reasonable times,

open to inspection of the active full benefit members of the Association. He/she shall provide all Officers of the Association's Board of Governors with a monthly checklist of all checks written for the prior month and, on a regular basis, provide an interim statement detailing monthly Association expenses and income.

- B. He/she shall be Chairperson of the Budget Committee and shall submit an annual budget to the Board of Governors during the September meeting of the Board of Governors.
- C. He/she shall be responsible for obtaining a bond which shall be for the sum of five hundred thousand dollars (\$500,000). Such bond shall be executed by a responsible surety company. Any increase of such bond must be approved by the Board of Governors of this Association. The fee for such bond shall be paid by the Association and shall cover the Board of Governors of the Association.
- D. Any monies received from any source shall be detailed and recorded on an accepted cash receipt form and promptly deposited in the Contingent Fund checking account. The original cash receipt forms will be forwarded to the Association accountant on a monthly basis. A copy of all receipt forms will be kept on file by the Treasurer along with related deposit slips, copies of any checks received for deposit, and copies of any transactions related thereto. Copies of said cash receipt forms will be supplied to the Association President and Chairperson of the Board of Trustees on a monthly basis. A copy of all bank or other financial institution transactions not noted on a cash receipt form will also be supplied to the Association President and Chairperson of the Board of Trustees on a monthly basis. A copy of any committee advance vouchers authorized pursuant to Article XXII of these Bylaws will also be supplied to the Chairperson of the Board of Trustees on a monthly basis.
- E. All terms covered by the above shall be entered in chronological order in cash receipts books and distributed to appropriate columns such as donation, refunds, miscellaneous, etc.
- F. Active members' dues received from the Comptroller, County of Nassau, will be detailed and deposited promptly by the Association Treasurer. Entries shall be made as outlined in Article XXII.
- G. At all regular meetings of the Association, the Treasurer shall report and present all bills due. He/she shall pay all bills accepted for payment as soon as practical.
- H. He/she shall be Chairperson of the Insurance Committee.
- I. He/she shall perform all other duties devolving upon his/her office as the laws, rules, and usage of the Association enjoin or the President may direct.
- J. Prior to the Association Treasurer leaving office for any reason, he/she shall prepare a written report listing all financial records missing or in possession of the Association. This report shall be verified and countersigned by the Chairperson of the Board of Trustees who will turn such report over to the incoming Treasurer as soon as practical. The incoming Treasurer shall verify the accuracy of said report, countersign it, and make a report at the first scheduled meeting of the Board of Governors. The report shall include, but not be limited to, all bank records, financial statements, insurance policies, certificates of deposit, mortgages, certificates of title, and any other forms, reports, ledgers, or accounts for which the Treasurer had responsibility. The Treasurer will be responsible for keeping all Association financial records for at least ten (10) years prior to his/her initially assuming office as Treasurer. Any incoming Treasurer will be

responsible to have an immediate audit of the Association records and books from the date he/she assumes office to the time of the last audit or as directed by the Board of Governors of the Association.

Section 5. Duties of the Corresponding Secretary

It shall be the duty of the Corresponding Secretary to read and answer all correspondence from retired members, he/she shall act as liaison officer between retired members and the Association, he/she shall be in charge of and have custody of the official seal of the Association, he/she shall be permanent Chairperson of the Retiree Liaison Committee, and he/she shall be responsible for duties outlined in Article VII of these Bylaws. He/she shall also perform all other duties devolving upon his/her office as the laws, rules, and usage of the Association enjoin or the President may from time-to-time direct.

Section 6. Duties of the Recording Secretary

- A. It shall be the duty of the Recording Secretary to keep and have full charge of the official minutes and of the tape recorder and recordings. He/she shall keep an accurate record of proceedings at all regular or special meetings of the Board of Governors, regular or special meetings of the Board of Officers, and all regular or special Open Membership meetings, and record all such meetings on tape unless otherwise directed by a two-thirds (2/3) vote of the Board of Governors at any meeting of the Board of Governors, a two-thirds (2/3) vote of the Board of Officers at any meeting of the Board of Officers, or a two-thirds (2/3) vote of the members present at any Open Membership meeting. He/she shall have a copy of the written minutes of all meetings of the Board of Governors, Board of Officers, and all Open Membership meetings for the prior twelve (12) months in his/her possession at all meetings of the Board of Governors, Board of Officers or Open Membership meetings, and shall have a copy of the Association Bylaws and a copy of Robert's Rules of Order in his/her possession at all such meetings. He/she shall also act as the Chairperson of the Decal/Membership Card Committee and the Trustee and Delegate Election Committee.
- B. The Recording Secretary shall be responsible to record the minutes of all Association meetings. These recordings shall be kept until he/she prepares said minutes to writing and are approved by the appropriate Nassau County PBA body; thereafter, disposing of the recordings. He/she shall be responsible to safeguard the written minutes for at least twenty (20) years. Prior to leaving office for any reason, the Recording Secretary shall inventory all records required to be kept by this Section and give a written statement to the incoming Recording Secretary noting any missing records and the reason for such. The incoming Recording Secretary shall verify the accuracy of this report and both the outgoing and incoming Recording Secretaries, shall sign the inventory statement. The incoming Recording Secretary shall report any missing records at his/her first meeting of the Board of Governors and attach written inventory statement to the written minutes of that meeting of the Board of Governors.
- C. The Recording Secretary shall maintain an accurate record of the Officers and members of the Association and have a correct accounting of the total membership of the Association.
- D. He/she shall read and answer all correspondence not covered in Section 5 of this Article.

- E. He/she shall also perform all other duties devolving upon his/her office as the laws, rules, and usage of the Association enjoin or the President may, from time-to-time, direct.
- F. The Recording Secretary shall keep a record of all motions approved at any Association meeting.

Section 7. Duties of the Sergeant at Arms

It shall be the duty of the Sergeant at Arms to enforce order at all meetings of the Board of Governors, Board of Officers, or Open Membership meetings, and to ascertain the right of persons in attendance to sit at such meetings. He/she shall take his/her seat near the inner door and allow no one to enter without being properly vouched for and identified. He/she shall be permanent Chairperson of the Funeral Committee, Workers' Compensation Committee, Leather Goods Committee, and Office Manager.

He/she shall act as Liaison Officer for the members of the Association in ascertaining the various benefits available to the members and shall once, in each calendar year, prepare a booklet for the members with the current benefits available to the members of the Association. These benefits shall include, but not be limited to, hospital equipment, blood bank, health and dental insurance plans, benefits available through Workers' Compensation, scholarships, and benefits available to sick or deceased members and their families. He/she shall notify the members of the Board of Governors of any new benefits that may become available or of any changes in existing benefits and shall have such benefit changes printed in the Nassau County PBA Newsletter. He/she shall perform all the duties devolving upon his/her office as the laws, rules, and usage of the Association enjoin or the President may, from time-to-time, direct.

Section 8. Duties of the Financial Secretary

- A. It shall be the duties of the Financial Secretary to be the custodian of the Association's Members Services Fund and in addition, Committee on Political Education (COPE) Fund. He/she shall keep accurate books of account, which shall be at all reasonable times, open to inspection of the members of the Association.

The Financial Secretary shall provide support to the Treasurer during, but not limited to, the period of the Association's annual audit.

He/she shall perform all the duties devolving upon his/her office as the laws, rules, and usage of the Association enjoin or the President may, from time-to-time, direct.

- B. Prior to the Association Financial Secretary leaving office for any reason, he/she shall prepare a written report on the Members Services Fund and Committee on Political Education (COPE) Fund listing all financial records missing or in possession of the Association. This report shall be verified and countersigned by the chairperson of the Board of Trustees who will turn such report over to the incoming Financial Secretary as soon as practical. The incoming Financial Secretary shall verify the accuracy of said report, countersign it, and make a report at the first scheduled meeting of the Board of Governors. The report shall include, but not be limited to, all bank records, financial statements, and any other forms, reports, ledgers, or accounts for which the Financial Secretary had responsibility. The Financial Secretary will be responsible for keeping

financial records for at least ten (10) years prior to his/her initially assuming office as Financial Secretary.

Section 9. Duties of the Trustees

- A. The Trustees shall have general custody of all property of the Association. They are empowered to call for, and examine at any time, the records of the Secretaries and Treasurer and to employ a certified public accountant who shall assist the Treasurer and who shall submit an annual report to the Board of Governors for approval.
- B. The Trustees shall be responsible for the activities of the Delegates of their precinct/command, and shall report to the Board of Governors when a Delegate is delinquent in his/her duties. Each Trustee shall be a chairperson of at least one (1) committee.
- C. In the event of a Trustee being temporarily assigned or transferred voluntarily for a period in excess of sixty (60) days from the precinct/command which he/she represents, he/she shall thereupon cease to be a Trustee, his/her office shall be declared vacant, and a successor be appointed in accordance with these Bylaws. He/she shall deliver to the Chairperson of the Board of Trustees, all properties of this Association in his/her possession within thirty (30) days.
- D. During the month of August in each year, the Trustees shall meet for the purpose of nominations for the position of chairperson of the Board of Trustees and a Board Secretary. The election to the positions of Chairperson of the Board of Trustees and Board Secretary will take place in the month of September by written ballot. If a Trustee is on authorized leave on the day of nominations, he/she can submit a letter placing his/her name in nomination for either position. It shall be the duty of the Chairperson of the Board of Trustees to preside at all meetings of the Board of Trustees. In his/her absence the Secretary shall preside. He/she shall keep a record of all committee advance vouchers, cash receipts forms, and bank or financial institution transactions given to him/her by the Association Treasurer and assure that all Committee reports, for which an advance was given, are submitted as soon as practical and shall report to the Board of Governors on a monthly basis any outstanding committee advances. He/she shall keep any cash receipt forms and bank or financial transactions in his/her possession for at least three (3) years prior and upon leaving office shall, within ten (10) days, turn over to the incoming Chairperson all Association property, records, and copies of any outstanding committee advance vouchers in his/her possession. In the event of any office being vacated for any reason, the Chairperson of the Board of Trustees shall have the responsibility of overseeing the transition of Officers of the Association and assuring all Association records and property are turned over to the newly elected Officers. He/she shall be responsible for the security of all Association records during any transition period.

After completion of such transition periods, the Chairperson of the Board of Trustees shall report such compliance or non-compliance to the Board of Governors. The Board Secretary shall record all transactions of the meetings of the Board of Trustees and shall assume the duties of the Chairperson of the Board of Trustees in his/her absence.

- E. If the office of Chairperson of the Board of Trustees is vacated for any reason, there will be an election for a Temporary Chairperson at the next Board of Trustees meeting to fulfill the unexpired term.

- F. The Board of Trustees shall meet prior to each regular meeting for the purpose of the preliminary approval of the bills and committee reports submitted, and the final approval will be made at said regular meeting.

Section 10. Duties of the Delegates

- A. Each Delegate shall be a member of at least one (1) committee.
- B. Delegates shall perform all other duties devolving upon their office as the laws, rules, and usage of the Association enjoin or the President may direct.
- C. If a Delegate shall fail to attend any two (2) Board of Officers meetings during the calendar year, except for an authorized leave of absence, he/she shall be deemed inattentive to his/her duties and the Board of Governors may summarily remove such Delegate, declare his/her office vacant, and a successor be appointed in accordance with these Bylaws.
- D. In the event of a Delegate being transferred from a command that he/she represents, or receives a temporary assignment in excess of sixty (60) days, he/she shall thereupon cease to be a Delegate, his/her office shall be declared vacant, and a successor be appointed in accordance with these Bylaws. He/she must, within thirty (30) days after such transfer, deliver to his/her Trustee all properties of the Association that at any time may be in his/her possession.

Section 11.

Any Nassau County PBA Officer who leaves office for any reason, shall return to the Association, any Association property or records in his/her possession. Outgoing Trustees shall turn over such property or records to the respective incoming Trustee or to the Chairperson of the Board of Trustees. Outgoing Executive Officers of the Association shall turn over such property and records to the respective incoming Executive Officers. Whenever possible, all outgoing Officers shall turn over all Association property and records on the effective date of his/her respective offices being vacated. Upon assuming office, incoming Officers shall promptly report to the Board of Governors whether or not they have received possession of such Association property and records from their predecessors.

Section 12.

No Officer of this Association shall be entitled to hold more than one (1) position as an elected or appointed Officer at any one time.

Article XI Nominations and Elections of Executive Officers

Section 1.

The nominations of Executive Officers shall be as follows:

- A. The nominations must be made and seconded at the regular Nassau County PBA Board of Officers' Meeting in September of every fourth year, beginning in the year 1997;
- B. Nominees must be present at the meeting mentioned in Section 1(A) of this Article, or a self-nomination must be submitted to the Recording Secretary prior to the meeting, in writing, and signed by the member;
- C. Nominees must comply with all provisions of these Bylaws as to eligibility as an active full benefit member to hold office;
- D. After all nominations have been made, there shall be posted on the PBA bulletin board in each precinct and command, the names of each nominee together with the office for which each has been nominated;
- E. On the day of the regular Nassau County PBA Board of Officers' Meeting, a meeting shall be called at 1100 hours for the purpose of nominating officers only and after the nominations, the meeting shall be adjourned until 2000 hours, for further nominations at the regular Nassau County PBA Board of Officers' meeting;
- F. No member can accept the nomination for more than one (1) office, nor may they run for more than one (1) office during any election for Executive Officer; and
- G. If, at the close of nominations at the Nassau County PBA Board of Officers' Meeting, there is any office or offices for which there is only one (1) nominee, the Recording Secretary will cast one (1) ballot in the name of each nominee and declare said nominee elected to office.

Section 2.

A sufficient number of ballots shall be provided which shall show:

- A. The names and commands of the candidates;
- B. The highest-ranking incumbent and his/her slate shall have the top line;
- C. The next highest-ranking incumbent and his/her slate shall have the next line, etc.;
- D. Independent candidates shall be put on the ballot with the ranking officer in the Association receiving preference in order of position; and
- E. All other independents will follow in the order of their serial number.
- F. When ranking is the same (e.g., two trustees) seniority in rank shall prevail.

Section 3.

- A. An Election Committee whose Chairperson shall be appointed by the Board of Governors (who shall not be a candidate) shall supervise all aspects of the Executive

Officers' election in conjunction with the independent agency chosen by the Board of Governors.

- B. The Board of Governors will engage an independent agency to conduct all portions of the election. Ballots must be tabulated, and results returned to the Association prior to 2000 hours on the day of the regular Nassau County PBA Board of Officers' meeting in November.
- C. Election of Executive Officers will be by electronic, paper, or mail ballot. Ballots will be provided to all eligible members no later than fifteen (15) days prior to the regular November Nassau County PBA Board of Officers' meeting. For the purpose of this section, members attending recruit training shall not be authorized to vote until graduation and assignment from the Police Academy as long as such graduation and assignment is prior to the provision of election ballots. Ballots must be returned before 1200 hours on the day of the regular Nassau County PBA Board of Officers' meeting in November.
- D. The candidate receiving the largest number of votes for each office shall be declared elected to that office for a period of four (4) years. In the event of a tie, only those prior nominees that tied will be eligible to seek election in a re-vote. In the event a third tie occurs the position will be decided by a coin toss, with the first nominee having the call of heads or tails. Their term of office shall commence on January 1 and end on December 31 of the fourth year, beginning in the calendar year 1998.

Article XII Nominations and Elections of Trustees and Delegates

Section 1.

- A. The Trustees shall be elected to represent the precinct/command to which they are attached. They must be nominated and seconded by a member of their precinct.
- B. Members may vote for candidates in the precinct/command to which they are permanently assigned.
- C. Members may run for office in the precinct/command to which they are permanently assigned if they have served in that command for at least 180 days or more prior to the day of nominations.

Section 2.

The nominations for Trustees shall be as follows:

- A. The nominations must be made and seconded at the regular Nassau County PBA Board of Officers' Meeting in April every fourth year beginning in 1998;
- B. On the day of the regular Nassau County PBA Board of Officers' Meeting, a meeting shall be called at 1100 hours, for the purpose of nominating officers only and after the nominations, the meeting shall be suspended until 2000 hours for further nominations and the regular Nassau County PBA Board of Officers' Meeting;
- C. Nominees must be present at the meeting mentioned in Section 2(B) of this Article, or a self-nomination must be submitted to the Recording Secretary prior to the meeting, in writing, and signed by the member;
- D. Nominees mentioned in Section A of this Article must comply with all provisions of these Bylaws as to eligibility to hold office;
- E. After all nominations have been made, there shall be posted on the PBA bulletin board in each precinct and command, the names of each nominee together with the office for which each has been nominated; and
- F. If, at the close of nominations at a Nassau County PBA Board of Officers' Meeting, there be any office or offices for which there is only one (1) nominee for Trustee, the Recording Secretary will cast one (1) ballot in the name of each nominee and declare said nominee to elected office.

Section 3.

- A. The Board of Governors will engage an independent agency to conduct all portions of the Trustees' election. Ballots must be tabulated prior to 2000 hours on the day of the regular Nassau County PBA Board of Officers' Meeting in May.
- B. The election of Trustees will be by electronic, paper or mail ballot. Ballots will be provided to all eligible members no less than fifteen (15) days prior to the regularly scheduled Nassau County PBA Board of Officers' Meeting in May of every fourth year

beginning with calendar year 1998. For the purposes of this section, members attending recruit training shall not be authorized to vote until graduation and assignment from the Police Academy as long as such graduation and assignment is prior to the provision of election ballots. Ballots must be returned before 1200 hours on the day of the regular Nassau County PBA Board of Officers' meeting in May.

Section 4.

A sufficient number of ballots shall be provided, which shall show:

- A. The names of the candidates;
- B. The highest-ranking Officer running for the office of Trustee shall have the top line;
- C. The next highest-ranking Officer running for the office of Trustee shall have the next line, etc.;
- D. Independent candidates shall be put on the ballot with the ranking Officer in the Association receiving preference in order of position;
- E. Independent candidates of the same rank shall be put on the ballot with the senior most Officer in the Association receiving preference in order of position; and
- F. All other independents will follow in the order of their serial number.
- G. When rank is the same (e.g., two delegates) seniority in rank shall prevail.

Section 5.

An Election Committee whose Chairperson shall be the Association's Recording Secretary shall supervise all aspects of the Trustees' election in conjunction with the independent agency chosen by the Board of Governors.

Section 6.

The candidate for Trustee receiving the largest number of votes for each office shall be declared elected to that office for a period of four (4) years. In the event of a tie, only the prior nominees that tied will be eligible to seek election in a re-vote. In the event a third tie occurs the position will be decided by a coin toss, with the first nominee having the call of heads or tails. The term of office shall commence on July 1 and end on June 30 of the fourth year, beginning in calendar year 1998.

Section 7.

- A. The Delegates shall be elected to represent the precinct/command to which they are attached. They must be nominated and seconded by a member of their precinct.
- B. Members may vote for candidates in the precinct or command to which they are permanently assigned.
- C. Members may run for office in the precinct or command to which they are permanently assigned, if he/she has served in that precinct or command for at least 180 days prior to the day of nominations.

Section 8.

The nominations of Delegates shall be as follows:

- A. The nominations must be made and seconded at the regular Nassau County PBA Board of Officers' Meeting in September of every fourth year, beginning in calendar year 1998;
- B. On the day of the regular Nassau County PBA Board of Officers' Meeting, a meeting shall be called at 1100 hours for the purpose of nominating officers only and after the nominations, the meeting shall be suspended until 2000 hours for further nominations and the regular Nassau County PBA Board of Officers' Meeting;
- C. Nominees must be present at the meeting mentioned in Section 8(B) of this Article or a self-nomination must be submitted to the Recording Secretary prior to the meeting, in writing, and signed by said member;
- D. Nominees mentioned in Section 7 of this Article must comply with all provisions of these Bylaws as to eligibility to hold office;
- E. After all nominations have been made, there shall be posted on the PBA bulletin board of each precinct and command, the names of each nominee together with the office for which each has been nominated; and
- F. If, at the close of nominations at the regular Nassau County PBA Board of Officers' Meetings, there be any office or offices for which there are only four (4) nominees for Delegate, the Recording Secretary will cast one (1) ballot in the name of each nominee and declare said nominees to be elected to office.

Section 9.

- A. The Board of Governors will engage an independent agency to conduct all portions of the Delegates' election. Ballots must be tabulated prior to 2000 hours on the day of the regular Nassau County PBA Board of Officers' meeting in October.
- B. The election of Delegates will be by electronic, paper, or mail ballot. Ballots will be provided to all eligible members no less than fifteen (15) days prior to the regularly scheduled Nassau County PBA Board of Officers' meeting in October of every fourth year, beginning with the calendar year 1998. For the purpose of this section, members attending recruit training shall not be authorized to vote until graduation and assignment from the Police Academy provided such graduation is prior to the provision of election ballots. Ballots must be returned before 1200 hours on the day of the regular Nassau County PBA Board of Officers' meeting in October.

Section 10.

A sufficient number of ballots shall be provided which shall show:

- A. The names of the candidates;
- B. The highest-ranking officer running for the office of Delegate shall have the top line;
- C. The next highest-ranking officer running for the office of Delegate shall have the next line, etc.;
- D. Independent candidates shall be put on the ballot with the ranking officer of the Association receiving preference in order of position;

- E. Independent candidates of the same rank shall be put on the ballot with the senior most officer in the Association receiving preference in order of position; and
- F. All other independent candidates will follow in the order of their serial number.
- G. When rank is the same (e.g., two delegates) seniority in rank shall prevail.

Section 11.

An Election Committee whose Chairperson shall be the Association's Recording Secretary shall supervise all aspects of the Delegates' election in conjunction with the independent agency chosen by the Board of Governors.

Section 12.

The candidate receiving the largest number of votes for each office shall be declared elected to that office for a period of four (4) years. In the event of a tie, only the prior nominees who tied will be eligible to seek election in a re-vote. In the event a third tie occurs the position will be decided by a coin toss, with the first nominee having the call of heads or tails. The term of office shall commence on January 1 and end on December 31 of the fourth year beginning with the calendar year 1999.

Article XIII Vacancies in Office

Section 1.

- A. In the event a temporary or permanent vacancy arises in the office of President, it shall be filled by the First Vice President. In the event a temporary or permanent vacancy arises in the office of First Vice President, it shall be filled by the Second Vice President. Provision is also herein made that, in the event the offices of President, First Vice President, and Second Vice President should for any reason become simultaneously vacant, the Chairperson of the Board of Trustees shall assume the President's duties.
- B. Whenever an Executive Board Officer is unable to perform his/her duties because of illness or injury, the President may designate another officer of this Association to perform the duties of the absent officer during the absence.
- C. When, for any reason, a permanent vacancy exists in any Executive Office, there shall be a special election held to fill that vacancy if there are one hundred and eighty (180) days or more remaining in that term. When less than one hundred and eighty (180) days in that term of office, the President shall appoint an eligible member who must be approved by a two-thirds (2/3) vote of the Board of Governors, except as otherwise noted in Section A above.

Section 2.

- A. When, for any reason, a permanent vacancy exists in any Trustee's Office, there shall be a special election held within the affected command to fill the vacancy if there are one hundred and eighty (180) days or more remaining in that term. If there is less than one hundred and eighty (180) days in that term, the Delegate recommended by the outgoing Trustee shall act as Trustee until the next regular election for Trustee, except if such Trustee is removed for cause. If the Trustee is removed for cause or does not designate a Delegate, the President shall appoint a Delegate who must be approved by a two-thirds (2/3) vote of the Board of Governors.
- B. When, for any reason, a permanent vacancy exists in a Delegate's Office with one hundred and eighty (180) days or more remaining in that term, a special election shall be held. When less than one hundred and eighty (180) days remain in the term of office, the Trustee shall appoint an eligible member.

Section 3.

When any vacancy has been filled by appointment in compliance with Sections 2(A), 2(B), or 4 of this Article, such appointed officer shall perform all the duties of that office as if he/she were regularly elected thereto and shall be entitled to all the benefits accruing to that office from the date of his/her appointment.

Section 4.

- A. If a Trustee is temporarily unable to perform his/her duties for any reason (e.g., vacation, short illness, etc.) for up to thirty calendar days, the Trustee may designate an available Delegate to act as Trustee ("Acting Trustee") of that command in his/her

absence. The designee shall possess all of the rights, privileges, and authority of the Trustee during the temporary absence, but shall not receive any additional pay or benefits for the service.

- B. Except as otherwise provided herein, in the event any Officer must take a leave of absence for military service, medical emergency or other condition due to which the officer is unable to perform his/her duties for a period in excess of sixty calendar days:
1. The officer's replacement will be designated by the President ; and
 2. The replacement must be approved by a two-thirds (2/3) vote of the members of the Board of Governors present and voting at a meeting; and
 3. The elected Officer shall forfeit his/her compensation, rights, and responsibilities while on the leave of absence. If said absence is caused by a line of duty injury or illness, there will be no forfeiture of compensation; and
 4. Immediately upon the elected Officer's return he/she shall resume his/her elected position.
 5. If the replacement is for the position of Delegate, the Trustee shall make the recommendation to the President for designation before approval of the Board of Governors as set forth in this section.

Section 5.

No vacancy can be filled either by election or by appointment unless the member elected or appointed to fill the vacancy shall meet all the requirements as to his/her eligibility to the office to which he/she is to be appointed or elected, as set forth in these Bylaws.

Article XIV Meetings and Quorums

Section 1.

- A. The regular Nassau County PBA Board of Officers' meeting of this Association shall be held on the third Thursday of each month at 2000 hours or such time as voted on by the Board of Governors, except during the months of July and August of every year. Also, no meeting will be held in January of a year when Officers are being installed. All members shall be entitled to be present at the regular Nassau County PBA Board of Officers' meeting. Active full benefit members, and other members authorized at the discretion of the President, may speak and raise questions.
- B. A Trustee or Acting Trustee shall call at least one meeting per year in his/her Precinct/Command when he/she deems appropriate, except in the month of December. The Association will allocate one thousand dollars (\$1,000) for expense money per Precinct/Command per year. When a Precinct/Command meeting is called, any member of the Association assigned to that Precinct/Command and any member of the Executive Board of the Nassau County PBA may attend, or such member as invited by that Precinct/Command's Trustee. No precinct's meeting time and date may be in conflict with another precinct meeting. Two (2) weeks notification must be given to the President of such meeting and invited members.
- C. Each Precinct/Command will receive up to three thousand dollars (\$3,000) each year for the Trustee to disburse towards social events (e.g., holiday parties, precinct picnics, etc.). The social event will not take the place of the yearly precinct meeting.

Section 2.

- A. Thirty-two (32) Nassau County PBA Officers and the President or a Vice President, shall constitute a quorum for a Nassau County PBA Board of Officers' meeting and no business shall be transacted at either a regular or special Nassau County PBA Board of Officers' meeting except when a quorum is present.
- B. The provisions of Section 2(A) above shall be waived for all nominations provided, however, that the President or in his absence, a Vice President, is present to chair such meeting.

Section 3.

The Annual Meeting of the Association shall be in December on a day determined by the Board of Governors. One hundred (100) members will be necessary to constitute a quorum to conduct any business at said meeting and all active full benefit members present shall have the right to vote on any question presented. Active full benefit members shall also have the right to vote at a properly called Special Meeting, provided a quorum of one hundred (100) members and the President or a Vice President are present.

Section 4.

The regular meeting of the Board of Governors shall be held on the first Thursday of each month at 1100 hours unless this day poses a conflict. In this case, the date and/or time will be determined by the Board of Governors.

Section 5.

Eight (8) duly elected or appointed Officers and the President or a Vice President shall constitute a quorum for a meeting of the Board of Governors, and no business shall be transacted at either a regular or special meeting of the Board of Governors except when a quorum is present.

All Nassau County PBA Delegates may attend any (regular, special, etc.) Board of Governors meeting but shall not be eligible to vote.

Section 6.

In the event that any Trustee cannot attend a meeting of the Board of Governors, he/she must designate one (1) of his/her Delegates to attend said meeting in his/her place. He/she shall have the same authority as a Trustee at these meetings and have full authority to act in his/her lieu and stead.

Section 7.

On any question that arises before the Board of Governors at one of their meetings, all voting members present shall be required to vote either affirmative or negative but will not be allowed to abstain. When circumstances require the Board of Governors to take action prior to the next regular meeting, a vote may be conducted electronically (e.g., via text or email) and noted in the minutes of the next regular meeting.

Section 8.

Special meetings of the Nassau County PBA Board of Officers shall be called at any time when:

- A. Considered necessary by the President; or
- B. Requested in writing by eight (8) members of the Board of Governors; or
- C. Requested in writing by twenty-five (25) active full benefit members of this Association in good standing, to include at least two (2) from each precinct/command; or
- D. Requested in writing by five (5) Trustees.

Section 9.

Special meetings of the Board of Governors shall be called at any time when:

- A. Considered necessary by the President, or Chairperson of the Board of Trustees; or
- B. Requested in writing by six (6) members of the Board of Governors.

Section 10.

A request for any special meeting must:

- A. Be signed by the members requesting the meeting; and
- B. Recite the purpose for which it is requested; and
- C. Be filed with the President and Chairperson of the Board of Trustees

Section 11.

No special meeting shall be called except when:

- A. Written or telephone notification has been given to members eligible to attend reasonably in advance of the time for which the meeting is called, reciting the purpose for which the meeting has been called;
- B. A notice posted on the PBA bulletin board of each precinct/command shall be deemed compliance as to written notice as set forth in Section 11(A) of this Article.

Section 12.

- A. The President must attend any duly-called meeting of this Association or in his/her absence, must appoint the First Vice President or in his/her absence, must appoint the Second Vice President, to attend such meeting.
- B. No business except that specifically set forth in the written notice as required by Section 10(B) of this Article shall be conducted at any special meeting.

Section 13.

- A. Legal counsel and their staff so employed by the Nassau County PBA shall be permitted to attend all meetings of this Association.
- B. Except as specifically set forth in these bylaws, no absentee or proxy votes shall be permitted.

Section 14.

- A. The regular meetings of the Board of Trustees shall be on the day of, and 1 hour prior to the regular meeting of the Board of Governors and on the day of, and 1 hour prior to the regular Nassau County PBA Board of Officers' meeting.
- B. The Chairperson and five (5) Trustees shall constitute a quorum at any meeting of the Board of Trustees.

Section 15.

Any member of the Board of Officers who fails to attend a regular or special meeting required of their Office shall lose one-twelfth (1/12) of the compensation to which he/she would normally be entitled, except when on authorized Nassau County PBA business,

vacation, military leave, departmental sick leave, or departmental personal day, or is excused by one of the Presidents for personal emergency.

The Recording Secretary will be responsible to notify the Treasurer of the Nassau County PBA of delinquent members after each meeting, and the Treasurer will deduct the amount set forth in this Article from that member's next regular compensation check.

Article XV Board of Governors

Section 1.

The Board of Governors shall formulate general policies of the Association and perform such other duties as are required by these Bylaws. They are empowered to contract debts in the name of the Association, and after proper investigation, to pay all just debts and claims against the Association.

Section 2.

The President of the Association shall be the Presiding Officer at the meetings of the Board of Governors and the Recording Secretary of the Association shall be the Secretary of the Board of Governors.

Section 3.

If a member of the Board of Governors shall fail to attend three (3) meetings of the Board of Governors or Board of Officers during any one (1) year, or two (2) consecutive meetings of the Board of Governors, without being excused from attendance, he/she shall be deemed inattentive to duty and the Board of Governors shall summarily remove such member from office and declare his/her office vacant and a successor shall be appointed in accordance with these Bylaws.

Section 4.

The Board of Governors decision affecting policy of the Association only, may be overruled at the next scheduled Nassau County PBA Board of Officers' meeting, providing there is a two-thirds (2/3) vote of all Officers present to do so.

If overruled, the question may then be presented to the general membership.

The general membership, after a mail-in ballot or electronic vote, by two-thirds (2/3) vote, may overrule the Board of Governors' decision.

Article XVI Committees

Section 1.

The following shall be the standing committees of the Association, each committee shall meet at least once annually:

Committee		Chairperson/Designee
A.	Charity - Camp A.N.C.H.O.R.	Appointed
B.	Blood Drive	Appointed
C.	Budget	Treasurer
D.	Bylaws	First Vice President
E.	Communications	Chairperson, Board of Trustees
F.	Convention	Appointed
G.	Decals/Membership Cards	Recording Secretary
H.	Elections	*Recording Secretary
I.	Funeral	Appointed
J.	Grievance	Second Vice President
K.	Hospital Equipment	Appointed
L.	Insurance	Treasurer
M.	Leather Goods	Sergeant at Arms
N.	Legal	Appointed
O.	Legislative	First Vice President
P.	Members' Welfare	President
Q.	Negotiating/Bargaining	President
R.	Newsletter	Appointed by majority vote of Board of Governors
S.	Office	Sergeant at Arms
T.	Political Action	President and First Vice President
U.	Public Outreach	Appointed
V.	Retiree Liaison	Corresponding Secretary
W.	Scholarships (Internal)	Appointed
X.	Scholarships (External)	Appointed
Y.	Sports	Appointed
Z.	Widows/Orphans	Appointed
AA.	Workers' Compensation	Sergeant at Arms
BB.	Top Cop	Appointed
CC.	COPE	Financial Secretary

* Except Executive Board elections whereby Chairperson shall be appointed.

Section 2.

Any and all committees shall be established by the President of the Association and be ratified or approved by the Board of Governors.

Section 3.

By September 1 of each calendar year, the President shall appoint Chairpersons to each standing committee, except as otherwise provided by these Bylaws.

Section 4.

Each committee chairperson may recommend, and the President shall be responsible for appointing, members to said committee.

Section 5.

A majority of members shall constitute a quorum at all committee meetings.

Section 6.

In all committee meetings, voting shall be by committee members present who shall have only one (1) vote; committee chairpersons shall not vote unless to break a tie vote.

Section 7.

Each committee shall assume powers as delegated by the Board of Governors or Board of Officers, and every committee shall be responsible for the prompt and faithful performance of any duty entrusted to it.

Section 8.

- A. The Recording Secretary will be held accountable for the distribution of tickets to fraternal functions.
- B. Any Officer of this Association who accepts a ticket to a fraternal function will be held accountable for the cost of the ticket if he/she does not attend without excusal from a President.
- C. Any Officer of this Association found in violation of this Section will be brought before the Board of Governors to determine if any extenuating circumstances existed for non-compliance.
- D. Any fine enacted by the Board of Governors will be deducted from the Officers next compensation check.

Section 9.

The chairperson of each committee shall be responsible to submit a financial report, including all expenditures, and a status report to the Chairperson of the Board of Governors and the President before September 1 of each year.

Section 10.

All committee members shall be required to carry out all other duties as directed by the President of the Association.

Section 11.

- A. A separate committee, as appointed by the President, shall be created to design the Nassau County PBA cards for the upcoming year, as well as to make recommendations for the amount and type of cards needed to be printed on a yearly basis. This committee shall make its recommendation at the June meeting of the Board of Governors or at a Special Meeting of the Board of Governors as called for by the President during the month of June. The Chairperson of the Decals/Membership Cards Committee will have a recommendation ready at the June meeting of the Board of Governors or a Special Meeting called by the President, for the preliminary approval to purchase the calendar books, cards, and decals.
- B. At the July meeting of the Board of Governors, the Chairperson of the Decals/Membership Cards Committee will have said order, as preliminarily approved by the Board of Governors, prepared for final approval by the Board. A copy of said order will be provided to the Chairperson of the Board of Governors.
- C. The Chairperson of the Decals/Membership Cards Committee shall be responsible for the protection and security of the incoming Nassau County PBA cards. He/she shall correct and ensure that all cards are ready for distribution by the third Wednesday of November. The Chairperson shall set-up a schedule during regular business hours for distribution of cards, decals, and books to the Trustees. The exception to this rule shall be if such delivery is determined to be unreasonable by the Board of Governors.
- D. There shall be no increase in the amount of cards from the previous year unless agreed upon by a two-thirds (2/3) vote of the Board of Governors.
- E. There shall be no selling of any Nassau County PBA cards to the membership or anyone else.

Article XVII Suspension and Bylaw Violations

Section 1.

Any member of this Association may be removed, suspended, fined, or censured, for any violation of these Bylaws or for conduct which in any way reflects discredit on this Association or for failure to obey any directives from the Association's Board of Governors.

Section 2.

Before any member can be removed, suspended, fined, or censured in accordance with Section 1 of this Article, written charges must be filed against the member, with the Board of Governors at a regular meeting of the Board of Governors, which charges must be signed by ten (10) active full benefit members of this Association in good standing and countersigned by a member of the Board of Governors of this Association. Within seven (7) calendar days after these charges have been filed with the Board of Governors, a copy thereof must be sent by registered or certified mail to the last known address of the member. At the next regular meeting of the Nassau County PBA Board of Officers, the member against whom the charges have been filed may appear and be given the opportunity to answer the charges and he/she may be questioned at length by any Nassau County PBA Officer.

Thereafter, following excusal of the charged member and after any discussion desired by the Nassau County PBA Officers present, a vote shall be taken. Provided two-thirds (2/3) of those present vote for removal, suspension, fine, or censure, the member shall be deemed removed, suspended, fined, or censured.

Section 3.

Any member removed from the Association in accordance with these Bylaws shall be deemed ineligible for membership for a period of one (1) year following his/her removal. Said member shall be permitted to apply for reinstatement only in accordance with Article XVIII.

Article XVIII Reapplication and Reinstatement

Section 1.

A non-member, as defined in Article II (6), may make an application for membership in accordance with Article III, but not until at least one (1) year has elapsed since becoming a non-member.

Section 2.

Such application for membership shall comply with all the requirements of these Bylaws with respect to applications. In addition, if the Board of Governors approves the application, it will then be submitted to the following meeting of the Board of Officers for approval by two-thirds (2/3) of the Officers present and voting. Further, in place of any initiation fees provided by these Bylaws, the applicant shall pay a nonrefundable application fee of fifty dollars (\$50.00) and, in addition, provide a certified check for the total amount of all arrears, dues and assessments he/she would have owed if he/she was a member, and any other monies owed by the applicant to the Association. If the application for membership is rejected, the certified check shall be returned to the applicant.

- A. The Nassau County PBA Board of Governors may declare a general amnesty to all non-members. This general amnesty must be approved by a two-thirds (2/3) vote of the members of the Board of Governors present and voting. There shall be a sixty (60) day period (consecutive calendar days) from the date of approval by the Board of Governors for non-members to apply for membership with amnesty.

Section 3.

When a non-member's application is approved, the PBA will endeavor to reinstate all applicable benefits. However, non-members who have rejoined the Association will not receive any benefits of membership, including representation, for incidents which occurred while they were non-members, except as required by law.

Article XIX Dismissal, Resignation, or Retirement from the Police Department

Section 1.

In the event that a member of this Association shall be dismissed or resign from service in the Police Department, County of Nassau, New York, for any reason, he/she shall at once lose his/her membership in this Association together with all rights and privileges of such membership and neither he/she nor his/her beneficiary shall be entitled to any death benefits unless otherwise directed by the Board of Governors and only if that member had been eligible for retirement at the time he/she resigned or was dismissed. A member appealing his/her termination from service from the Nassau County Police Department will maintain membership pending the outcome of the appeal, unless otherwise provided for herein.

Section 2.

In the event that a member shall be retired from service in the Police Department, County of Nassau, New York, such member may continue as a retired full benefit or retired partial benefit member of this Association by fulfilling all his/her duties as a member and he/she shall be entitled to the death benefit under these Bylaws as if he/she were an active member of the Police Department.

Article XX Conferences and Conventions

Section 1.

The Association may host an annual conference for the purpose of educating and training of Association Officers on current issues and trends germane to the business of the Association. The Board of Governors shall determine by vote the location and site of each annual conference.

Section 2.

Each Officer of the Association shall act as a representative at the annual conference and shall be eligible to vote on all matters presented at each session of such conference.

Section 3.

The President, First Vice President, and Chairperson of the Board of Trustees, or in their absence, a designated representative, shall act as representative to the convention of the Police Conference of New York, Nassau Police Conference, and other appropriate conventions.

Section 4.

Members designated to represent the Association at any convention shall be entitled to receive reimbursement for expenses as determined by the Board of Governors.

Article XXI Expense Compensation

Section 1.

The compensation given to all members of the Board of Officers shall be determined by the Board of Governors and approved by a majority vote of the Board of Officers.

Section 2.

The compensation mentioned in Article XXI, Section 1, for the Board of Governors shall be payable on a prorated monthly basis. The compensation mentioned above shall be payable to all Delegates on a prorated quarterly basis.

Section 3.

If any Officer mentioned in Section 1 vacates his/her office, the member assuming such position shall not receive the monthly expense until he/she has served a minimum of one (1) month in such office.

Section 4.

Every Officer shall be exempt from the payment of dues during his/her tenure of office.

Section 5.

No Officers' compensation raise may be adjusted less than three (3) years after the last adjustment was approved.

Section 6.

The attorneys' compensation shall be determined by the Board of Governors.

Section 7.

Effective at retirement, after being an officer of the Association for nine (9) years, retirement dues for said member shall be waived. Any member of this Association who has been an officer of the Association for nine (9) years, whether consecutive years or not, shall receive a ring or watch from the Association in appreciation for services rendered. The officer being honored shall have his/her choice of whether he/she wants a ring or a watch.

Section 8.

The Newsletter Editor compensation will be determined by the Board of Governors.

Chairperson of the Board, and Secretary of the Board of Trustees as determined by the Board of Governors

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Each January 1, Officers to be credited for entire year.

Article XXII Cash Account and Funds

Section 1.

The Association shall maintain at least five (5) separate funds as follows:

- A. Contingent Fund,
- B. Reserve Fund,
- C. Political Action Fund,
- D. Members Services Fund, and
- E. Committee on Political Education Fund (COPE).

Section 2. Contingent Fund

- A. Authorized payments, providing they are for the good and welfare of the Association, may be made from and charged to the Contingent Fund.
- B. No expenditures shall be made from the Contingent Fund of the Association, except by check, which must be drawn and signed by the Treasurer only after he/she has received an order authorizing such payment and such checks will be countersigned by the President or First Vice President. Such payments are authorized by a majority vote at a Nassau County PBA Board of Officers' meeting or a special meeting called for that purpose or a meeting of the Board of Governors.
- C. The Treasurer may, however, give advances by check to members of the Board of Governors for committee expenses after receiving a signed voucher requesting such an advance on which will be noted the date given, purpose, amount, and check number issued for such advance. It will be the responsibility of the Officer receiving the advance to submit a written report to the Association Treasurer as soon as practical, detailing for what purpose, and in what manner, the monies were used and attach all receipts or proof of such expenses.
- D. In addition to the allocation of monies as provided by Section 3 of this Article, all monies received from any other source shall be credited entirely to the Contingent Fund.
- E. The fiscal year of the Association shall run from July 1 through the following June 30 of each succeeding year.

Section 3. Reserve Fund

This Fund shall be where dividends from all life insurance premiums, Reserve Fund interests, and dividends from investments, rents, and other monies from real estate holdings shall be kept. Up to one hundred percent (100%) of the annual interest from this money may be transferred to the Contingent Fund for Association use by a two-thirds (2/3) vote of the Board of Governors. Any transfer in excess of the annual interest of this Fund may be transferred to the Contingent Fund for Association use by a two-thirds (2/3) vote of the Board of Governors followed by a two-thirds (2/3) vote of the Board of Officers.

Section 4. Political Action Fund

- A. A Political Action Committee not-for-profit corporation shall be formed and funded pursuant to Article V, Section 6.
- B. The purposes for which the corporation is formed are: to promulgate the principles of good government; to exercise, promote, and protect the privileges and interests of the residents of Nassau County; to foster a healthy interest in the political and civic affairs of the community; and to inquire into the governmental, political, and civic abuses and to seek information thereof, to foster, develop, promote, and support candidates for public and party position; to promote interest and work among the Nassau County PBA and among the general public in Nassau County in order to cultivate their knowledge of politics and government. To do any other act or thing incidental to, or connected with, the foregoing purposes or in advancement thereof, but not for pecuniary profit or financial gain of its members, directors, or officers, except as permitted under Article 5 of the New York Not-For-Profit Corporation Law.

Section 5. Members Services Fund

This Fund is derived from contractual benefits provided by the County of Nassau and provides for additional benefits and services to members as determined by the Board of Governors.

Section 6. Committee on Political Education Fund (COPE)

Funded by a collected assessment from Association members as well as non-members from the Nassau County Detectives' Association (DAI) and Superior Officers Association (SOA) to provide political education to the membership and a public relations program to enhance the working conditions of the Nassau County Police Officer as determined by the Board of Governors.

Section 7.

Online banking may be utilized to transfer funds and issue payments.

Article XXIII Precincts and/or Command Representation

Precincts and Commands

- A. Whenever the word “precinct” is used in these Bylaws, it shall be construed to include the following three (3) groups of Headquarters of the Police Department, County of Nassau, as precincts.
- B. The Headquarters Commands listed below shall be represented by one (1) Trustee for each combination of Squads, Units, Offices, Bureaus, or Divisions
- C. The Delegate 4 position for Headquarters III will be filled by a member of the Emergency Services Unit. Delegate 4 shall continue to represent all members of Headquarters III.

Headquarters I

Headquarters I Trustee

- | | |
|-------------------------------------|-----------------------------------|
| • Applicant Investigation Unit | • Homicide Squad |
| • Arson/Bomb Squad | • Informational Technology Unit |
| • Auxiliary Police Unit | • Internal Affairs Unit |
| • Central Detectives Squad | • Latent Prints Section |
| • Chaplain’s Office | • Legal Bureau |
| • Chief of Department | • Medical Administration Office |
| • Chief of Detectives | • STRAT-COM Unit |
| • Chief of Patrol | • Personnel and Accounting Bureau |
| • Chief of Support | • Photo Section |
| • Chief Surgeon’s Office | • Police Academy |
| • Commissioner of Police | • Police Museum |
| • Communications Bureau | • Polygraph Section |
| • Community Affairs (excluding PAL) | • Procedure and Development Unit |
| • Court Liaison Office | • Property Bureau |
| • District Attorney Squad | • Public Information Office |
| • Emergency Management Office | • Public Security Unit |
| • Emergency Vehicle Operation | • Records Bureau |
| • Employee Assistance Office | • Rogues Gallery |
| • Felony Screening | • Supply Section |
| • Firearms Training Unit | • Uniform Section |
| • Forensic Evidence Bureau | • Visual Communication Unit |
| • Homeland Security Unit | |

Headquarters I – Delegate 1

- Applicant Investigations Unit
- Arson/Bomb Squad
- Auxiliary Police Unit
- Central Detectives Squad
- Chaplain's Office
- Chief of Department
- Chief of Detectives
- Chief of Patrol
- Chief Surgeon's Office
- Community Affairs (excluding PAL)
- Employee Assistance Office
- Forensic Evidence Bureau
- Information Technology Unit
- Latent Prints Section
- Legal Bureau
- Medical Administration Office
- STRAT-COM Unit
- Personnel and Accounting Bureau
- Police Museum
- Polygraph Section
- Procedure Development Unit
- Property Bureau
- Public Security Unit
- Rogues Gallery
- Supply Section
- Uniform Section
- Visual Communications Unit

Headquarters I – Delegate 2

- Emergency Vehicle Operations
- Firearms Training Unit
- Homeland Security
- Police Academy

Headquarters I - Delegates 3 & 4

- Chief of Support
- Commissioner of Police
- Communications Bureau
- Court Liaison Office
- District Attorney's Squad
- Emergency Management Office
- Felony Screening
- Homicide Squad
- Internal Affairs Unit
- Photo Section
- Public Information Office
- Records Bureau

Headquarters II**Headquarters II-Trustee**

- Asset Forfeiture Unit
- Bureau of Special Operations
- Community-Oriented Police Enforcement Unit (C.O.P.E.)
- Fleet Service Bureau
- Gang Investigations Squad
- Marine/Aviation Bureau
- Narcotics/Vice Squad
- Police Athletic League
- Special Services Squad

Headquarters II-Delegates 1, 2, & 3

- Asset Forfeiture Unit
- Bureau of Special Operations
- Community Oriented Police Enforcement Unit (C.O.P.E.)
- Gang Information Squad
- Narcotics/Vice Squad
- Police Activity League
- Special Service Squad

Headquarters II- Delegate 4

- Fleet Service Bureau
- Marine/Aviation Bureau

Headquarters III**Headquarters III Trustee**

- Building Maintenance Unit
- Crimes Against Property Squad
- Crime Scene Search Unit
- Electronics Squad
- Emergency Ambulance Bureau
- Emergency Services Unit
- Highway Patrol Bureau
- Robbery Squad
- Mounted Unit

Headquarters III - Delegates 1, 2, 3, & 4

- Building Maintenance Unit
- Crimes Against Property Squad
- Crime Scene Search Unit
- Electronics Squad
- Emergency Ambulance Bureau
- Emergency Services Unit
- Highway Patrol Bureau
- Robbery Squad
- Mounted Unit

Article XXIV Amendments to These Bylaws

Section 1.

No amendments to, or changes in, these Bylaws shall be made except upon the following procedure, each condition of which must be fully met and complied with:

- A. The proposed change must be submitted to a meeting of the Board of Governors:
 - (1) In writing;
 - (2) Signed by at least five (5) active full benefit members in good standing;
 - (3) At least five (5) precincts must be represented by the signatures mentioned in Subdivision (A) (2) of this Section;
- B. At a meeting of the Board of Governors, or a special meeting of the Board of Governors, following the presentation of a proposed Bylaw change(s), and following a motion and a second to accept a Bylaw change(s), and following a discussion by the Board, a vote shall be taken. If two-thirds (2/3) of the officers on the Board of Governors present vote in favor of the change(s) then, at least seven (7) calendar days prior to the next meeting of the Board of Officers, or special meeting of the Board of Officers, the proposed Bylaw change(s) and a notice of intention to vote on such change(s), shall be electronically transmitted to the Board of Officers for study and posted on the PBA bulletin board in each precinct.
- C. If the Board of Governors, by a two-thirds (2/3) vote, decides that a proposed Bylaw change(s) will be sent to the membership for an electronic or mail ballot vote, rather than the Board of Officers, then within ten (10) days of the approval the ballots will be provided. Fifteen (15) days after the ballots are provided, they shall be returned. The proposed Bylaw change(s) will become effective immediately upon being voted on and passed by a two-thirds (2/3) vote of the membership.
- D. The proposed Bylaw change will become effective immediately upon being voted on and passed by a two-thirds (2/3) vote of Officers present at a regular or special Nassau County PBA Board of Officers' meeting, provided that a proper quorum is present.

Section 2.

Upon the approval or disapproval of a Bylaw change submitted at a meeting of the Board of Governors, the Recording Secretary of the Association shall forthwith send a written notification of the vote of each of the members of the Board of Governors participating in the action taken, to each Trustee. Such notice shall be immediately posted upon receipt by the Trustee in each precinct or command.

Section 3.

The information on all return envelopes for a mail ballot will be limited to the member's name, address, serial number, and signature only.

Article XXV

Contract Ratification

Section 1.

Upon completion of contract negotiations with the County of Nassau, and before acceptance of same, the following procedures shall be adhered to:

- A. Within seventy-two (72) hours of a tentative agreement on a new collective bargaining agreement, the President shall call a special meeting of the Board of Governors to discuss same. Each member of the Board shall receive a printed summary of the tentative agreement. Upon a majority vote of the Board of Governors accepting the proposed collective bargaining agreement, the President will schedule three (3) meetings of the Nassau County PBA Board of Officers at such times as to permit a majority of Active Full Benefit Members to attend.
- B. Upon completion of all of the provisions of subsection (A) above, the Board of Governors shall engage an independent agency to conduct all aspects of an electronic or mail contract ballot vote.
- C. The Recording Secretary shall be responsible for providing a certified list and/or mailing labels of all eligible Active Full Benefit Members on record as of the date the tentative agreement was reached to the agency conducting the balloting.
- D. The Board of Governors shall appoint two (2) of its members to assist the Recording Secretary as may be necessary. This Committee shall be responsible for picking up and transporting the results of the contract vote from the independent agency conducting the balloting.
- E. Each contract ballot shall contain detailed instructions on proper balloting procedures along with a fact sheet containing all of the proposed contract provisions.
- F. The period allotted for a contract ballot shall be no less than twenty (20) calendar days from the date the ballots were originally provided to the members eligible to vote.
- G. A special Nassau County PBA Board of Officers' meeting shall be called on a day designated by the Board of Governors for the purpose of announcing the results of the contract vote.
- H. Before any contract vote may be deemed ratified, a majority of the ballots returned must have been in the affirmative.

Article XXVI Effect of These Bylaws

Section 1.

These Bylaws shall supersede all previous Bylaws and resolutions of the Association with respect to future actions and, upon adoption of these Bylaws, shall constitute the only rules for future conduct of the affairs of the Association.

Article XXVII Parliamentary Authority

Section 1.

Robert's Rules of Order shall be the authority on all questions of Parliamentary Law and Procedure when it does not conflict with any established law or rule of this Association or with these Bylaws.

Section 2.

- A. On all rules of procedure, hereby defined as the traditional or established ways of the Nassau County PBA doing business, or one-time substantive matters, a two-thirds (2/3) vote of the Board of Governors is necessary to suspend these Bylaws.
- B. To otherwise suspend these Bylaws on matters of an enduring or permanent nature, seven (7) days' notice must be provided to the Board of Governors, with a two-thirds (2/3) majority being necessary for suspension.

Article XXVIII Order of Business

Section 1.

The business of the Association conducted at a meeting of the Board of Governors shall be taken up in the following manner:

- A. President calls meeting to order;
- B. Report of Sergeant at Arms;
- C. Roll call of Officers, noting those present, absent, and excused;
- D. Reading of the minutes of the previous meeting of the Board of Governors;
- E. Reading of communications;
- F. Reading of bills of the Association for approval of payment;
- G. Propositions for membership;
- H. Reports of Officers;
- I. Reports of Committees;
- J. Reports of the Board of Trustees;
- K. Unfinished business;
- L. New business;
- M. Good and welfare of the Association;
- N. Adjournment.

Section 2.

The business of the Association held at a Nassau County PBA Board of Officers' Meeting or Open Membership Meeting shall be taken up in the following order:

- A. President calls meeting to order;
- B. Report of Sergeant at Arms;
- C. Roll call of Officers, noting those present, absent, and excused;
- D. Reading of the minutes of the previous Nassau County PBA Board of Officers' Meeting or Open Membership Meeting;
- E. Reading of communications;
- F. Reading of the bills of the Association for approval of payment;
- G. Reports of Officers;
- H. Reports of Committees;
- I. Reports of the Board of Trustees;
- J. Unfinished business;
- K. New business;
- L. Good and welfare of the Association;
- M. Adjournment.

Article XXIX Members' Prayer

Presiding Officer: Brother/Sister Secretary, has the roll of the Nassau County PBA been called?

Secretary: The roll has been called and all have answered except Brother/Sister __.

Presiding Officer: He/she has answered the summons of his/her Creator, and it is with solemn thoughts that we assemble here to pay our tribute of honor and affection to his/her memory. He/she was a loyal and faithful member of our Association. Dedicated to the protection and service of our community in any time of need. We rejoice in his/her unselfish spirit and his/her devotion to the welfare of all mankind. He/she stood forth a real man/woman, a beloved policeman/woman and had the high regard of all his/her brothers and sisters. No expression of ours can fill the vacant place he/she held in the home and community. We do, however, commend his/her friends and loved ones to the loving care of the Creator who "doth all things well." We can no longer be of service to him/her, who served others so well, but in loving memory let us here resolve to render a better service in his/her name.

Chaplain: Almighty God, Father of all mankind whose love and mercy is limitless, we commend unto Thee the soul of our brother/sister here departed. We thank Thee for the example he/she gave of that true spirit of greatness which realizes that it is nobler to serve than to be served. We pray Thee that the cause he/she served so well may ever inspire us; and when it comes our turn to answer Thy summons, may we hear from Thee, as we hope and pray our brother/sister has heard, the gracious words "well done good and faithful servant, enter thou into the joy of the Lord." To Thy loving care and gracious provision, we commend all his/her loved ones. Oh Lord, support us all until the shadows of life lengthen and evening comes, and the busy world is hushed, and our work is done. Then in Thy infinite goodness, grant us a safe lodging, a holy rest, and peace at the last. Amen.

*The Lord bless you and keep you,
The Lord make his face to shine upon you,
and be gracious unto you.
The Lord lift up the light of His countenance
upon you and give you peace,
AMEN.*

Article XXX Revision History

Year	Revision Date	Revision
2023		
	June 15, 2023	Articles I, II, III, IV, V, VI, VII, VIII, IX, X, XI, XII, XIII, XIV, XV, XVI, XVII, XVIII, XIX, XX, XXI, XXII, XXIII, XXIV, XXV, XXVI, XXVII, XXVIII, XXIX and XXX revised.
2021		
	July 4, 2021	Date on Mission page updated. Article XXIII revised.
2020		
	May 19, 2020	Executive Board position of Sergeant at Arms was revised.
2018		
	May 3, 2018	Article XXIV revised
	January 15, 2018	All articles revised. Overall formatting and set up revised.
	January 1, 2018	Article XVI
2017		
	September 21, 2017	Articles IX, X, XXI, XXII revised.
	June 15, 2017	Article XXIII revised.
2014		
	October, 2014	Articles IV and VI revised.
2013		
	April 18, 2013	Articles XIV and XXIII revised.
2012		
	April 19, 2012	Articles V revised.
2009		
	November 19, 2009	Articles V and VII revised.
	June, 2009	Article VII revised
	February, 2009	Article XIV revised.
2007		
	September, 2007	Article IX and X revised.
2006		
	January, 2006	Article XIV revised.
2001		
	April 26, 2001	Members Prayer revised.
1998		
	July, 1998	Article XXI revised.
	May, 1998	Article XVI revised.
	February, 1998	Articles XII and XVI revised.
1996		
	March, 1996	Articles V and XVI revised.
1995		

Year	Revision Date	Revision
1994	May, 1995	Articles XI and XII revised.
	January, 1995	Articles IX and XXII revised.
	October, 1994	Articles I, II, III, V, VI, VII, VIII, X, XIII, XIV, XV, XVII, XVIII, XX, XXII, XXIV, XXV, XXVI, XXVII, and XXVIII revised.
1993	March, 1993	Article X revised.
1992	March, 1992	Article XXI revised.
1985	October, 1985	Article X revised.