

BYLAWS OF THE
SAN FRANCISCO DEPUTY SHERIFFS' ASSOCIATION

Ratified Amendment Version: February 27, 2026

ARTICLE 1: NAME

Section 1: Name: The name of this organization shall be known as the San Francisco Deputy Sheriffs' Association and may be referred to herein as Association or Corporation.

Section 2: Offices: The Board of Directors is hereby granted all power and authority to establish and/or change the principal office from one location to another in San Francisco County or an adjacent county.

ARTICLE 2: CORPORATION

Section 1: Nonprofit Mutual Benefit Corporation: This Association is a nonprofit mutual benefit corporation organized under the Nonprofit Mutual Benefit Law, California Corporations Code.

ARTICLE 3: PURPOSES

Section 1: Purposes of the Association: The purposes of the Association are as follows:

- a. To provide and maintain a "labor organization" as the term is used in section 501(c)(5) of the Internal Revenue Code that has its principal purpose the representation of its members in matters regarding employment, wages, hours of labor, working conditions, economic benefits, and other terms and conditions of employment;
- b. To promote and encourage the continuance and improvement of a retirement system;
- c. To support the highest professional standards for peace officers by encouraging the establishment of training, schools, and other methods of instruction;
- d. To encourage activities leading to improve the morale and general welfare of the members; and

Section 2: Accomplishment of Purposes: The Association shall take the necessary measures towards the accomplishment of these purposes.

Section 3: Use of Association Name: The Association's name shall not be used for any purpose without a majority vote of the Board of Directors.

ARTICLE 4: MEMBERSHIP

Section 1: Non-discrimination: There shall be no discrimination or restriction on membership because of race, color, creed, national origin, sex, age, religion, citizenship, sexual orientation or disability.

Section 2: There shall be three (3) classes of membership in this Association:

a. Active members:

An individual shall not be considered an active member unless their classification is included in the bargaining unit represented by the Association under the COLLECTIVE BARGAINING AGREEMENT.

Active membership shall be limited to regularly employed sworn public safety personnel of the San Francisco Sheriff's Office who are employed in classifications represented by the San Francisco Deputy Sheriffs' Association pursuant to the COLLECTIVE BARGAINING AGREEMENT between THE CITY AND COUNTY OF SAN FRANCISCO and THE SAN FRANCISCO DEPUTY SHERIFFS' ASSOCIATION.

1. All members in good standing shall have the right to examine the books, reports, correspondence, of the Recording Secretary or the Treasurer of the Association upon request.
2. Any member who is terminated, and who appeals such termination, may, with the approval of the Board of Directors, remain a member in good standing pending the outcome of said appeal, including any judicial review thereof. The Board of Directors shall at a minimum review the membership eligibility of the terminated member annually. The member shall be required to pay dues quarterly in advance.

b. Associate Members:

1. Associate membership may be available upon approval of a majority vote of the Board of Directors.
2. Associate membership shall be limited to participation in non-business events of this Association as determined by the Board of Directors.
3. Associate members shall not have voting rights or be eligible to hold elected positions.
4. Associate members pay dues at a rate and in a manner established by a majority vote of the Board of Directors.

c. Retired Members:

1. Retired membership may be available to all members who retired in good standing.
2. Retired members shall not have voting rights or be eligible to hold elected positions.

3. Retired members may serve on committees.
 4. Retired Members may receive discount admittance to-SFDSA events.
- d. Additional classifications of Association membership:
1. Additional classifications of association membership may be added by a majority vote of the Board of Directors.

Section 3: Absent Members

1. Any member who secures leave without pay, except military leave for a period of time in excess of thirty days, or sickness or disability, shall become an absent member of the Association and will have dues and assessments suspended until he/she returns to duty; at which time he/she shall be reinstated to membership upon resumption of payment of dues after return to duty and no penalties or fines shall be assessed the member for his/her leave of absence.

a. Any member may maintain his/her voluntary benefits providing benefit premiums are paid during the period of leave.

b. Active memberships shall be maintained for members called to active duty in the services of the United States military with dues and assessments carried by the Association. Such membership shall be carried for a period of thirty days after the member is released from active duty.

Section 4: Non-Dues Paying Active Members shall not be entitled to vote on any Association elections or matters and shall not be eligible to run for or hold office or be on a committee of the Association.

Section 5: Maintenance of Membership: Members may withdraw their membership during the month of December of any year.

Section 6: Responsibilities of Members: It shall be the responsibility of members to attend general and special membership meetings and to keep themselves informed regarding the proceedings of membership meetings. It is the responsibility of each member to become familiar with the operational rules of the Association, including these bylaws. The Association maintains a website and each member is responsible for keeping current with the information contained in the website.

ARTICLE 5: BARGAINING UNIT

Section 1: Bargaining Unit: This Association is the sole and exclusive representative for all classifications covered by the San Francisco Deputy Sheriffs' Association Memorandum of Understanding (MOU) as well as any other bargaining units covered by this Association.

ARTICLE 6: DUES

Section 1: Dues Payment: Dues shall be paid by all active members of the Association. The dues shall become due and payable with each pay period through automatic deduction while a member is being paid by the City & County of San Francisco. Dues for members otherwise defined in Article 4, Section 2 a.2 - 3 shall be paid directly to the Treasurer.

Section 2: Membership Dues: Dues of the Association shall be set by vote of the general membership. The monthly dues for the members of this Association shall be one and one-half percent (1.5%) for the top pay step for the rank of Deputy, no matter what rank is held by the member of the Association.

If a change of Association dues is to be considered, the members shall be notified in writing by the Association thirty (30) days in advance of a vote. A change in dues structure or percentage shall only be approved by the membership through the bylaw amendment process.

Any member who is more than two months in arrears in his or her dues, shall be automatically determined delinquent and not entitled to any privileges of the Association. Any delinquent member may reinstate him/herself into good standing in the Association upon payment of all arrearages or by a Board approved alternative, provided that a petition is made to the Board of Directors and that said Board of Directors by resolution allows reinstatement to good standing.

Retired members: Retired members shall pay seventy-five dollars (\$75.00) per year to the Association. Retired members shall also pay the cost of maintaining any insurance or other benefits available through their Association membership.

Any member who is drafted into service for the Armed Forces of United States, who is mobilized (activated) as a member of the Military Reserves or National Guard for a National or State emergency, shall remain an active member without payment of dues for the duration of their military obligation, involving National or State emergency if the member is not being paid a full salary by the City and County of San Francisco. This section shall not apply to normal obligation have reserve national guard status (summer camp or meetings) in any of the above military units.

ARTICLE 7:
OFFICERS AND DIRECTORS OF THE ASSOCIATION

Section 1: Management of the Association's business shall be vested in its Board of Directors. The Board of Directors shall consist of six (6) Executive Officers (President, Vice-President, Secretary, Treasurer, Sergeant-At-Arms, and Parliamentarian) and Shop Stewards as determined by the number of facilities and satellite units needing representation.

PRESIDENT: The President shall be the chief executive officer and shall preside at all meetings of the Association and of the Board of Directors. The President shall enforce a strict observance of the Bylaws and all other laws, rules, and regulations applicable to the governing of the Association and the Board of Directors. The President shall be empowered to designate committees and appoint membership there to, which are not provided for. The President shall be an ex officio member of all committees. The President shall require all officers of the Association to perform their duties diligently and faithfully, and it shall be the President's duty to forthwith report to the Board of Directors any dereliction that may come to the President's notice. The President shall announce the decision of the Association or the Board of Directors on all subjects. The President shall sign all reports, certificates, documents, or correspondence that may be required. The President shall perform other duties as the nature of said office or a majority of the board may require. The President shall call meetings of the Board of Directors and the Association as provided by these Bylaws.

Duties of the president's office may also include.

- a. Attending S.F. Board of Supervisors' Meetings, including relevant Budget Committee Meetings,
- b. Maintaining communication with the Mayor/Mayor's Office representative(s),
- c. Maintaining communication with management regarding any potential disciplinary proceedings, or actions or appeals thereof.
- d. Maintaining close communication with Shop Stewards, and all sworn staff, by making scheduled and random visits to all facilities.
- e. Attending all pertinent S.F. Labor Council meetings
- f. Representing SFDSA at (CCLEA) and other professional organization meetings.
- g. Fostering constructive relationships with local, state, and national law enforcement organizations.
- h. Taking his/her own initiative to promote the purposes of the DSA.

VICE-PRESIDENT: In the absence or the inability of the President to act the Vice-President shall assume the powers and duties of the office of President. In the event or the absence or disability of both the President and the Vice-President, the Board of Directors shall select a President Pro Tempore from their membership who, while so acting, shall possess all the powers of that office. The Vice-President shall ensure that committee reports are made on time. The Vice-President shall provide direction for committees in cooperation with the chairperson. The Vice-President shall ensure that the committee chairperson submit reports in accordance with the Bylaws.

SECRETARY: Shall keep the roll of the members, current and complete minutes of all meetings of the Association and of the Board of Directors. The Secretary shall oversee, at the Deputy Sheriff's Association

administrative offices, an accurate filing system for recall of all reports, minutes and correspondence pertaining Association business as needed. The Secretary shall attend to all correspondence and issue all notices, documents and communications not otherwise provided, for the necessary transaction of business of the Association and as provided by the Bylaws. The Secretary shall at all times keep inventory of the contents of any safe deposit box and shall perform such other duties as may be required by said office or by the Board of Directors. The Secretary shall submit all the books, records, papers, documents, etc., in said possession or under said control to an authorized auditor whenever requested. At the expiration or sooner termination of the Secretary's tenure of office, the Secretary shall deliver to said successor all books, documents, files, papers, equipment and/or other matters belonging to the Association or to said office. The Secretary shall notify the general membership and the Board of Directors of all regular and special meetings of the Board and the Association in accordance with the Bylaws. The Secretary shall inform the Treasurer immediately of any checks that were issued during the treasurer's absence or unavailability and give the pertinent information as required by the Treasurer.

TREASURER: Shall maintain the financial records and funds of the Association and make necessary disbursements, in accordance with the Bylaws. The Treasurer shall retain the services of a professional bookkeeper subject to the approval of the Board of Directors for the preparation of all financial statements, County, State, and Federal corporate tax returns and general accounting services as required. The Treasurer will be responsible to see that the other functions are carried out properly and in a timely manner. Association funds shall be maintained in account as named by the Board of Directors and the Bylaws. Checks drawn on Association funds shall require two signatures when funds to be disbursed are in the amount of one thousand dollars (\$1000) or more: That of the President Vice-President the Secretary or the Treasurer. The Treasurer shall issue checks up to and not exceeding three hundred dollars (\$300) when requested by legitimate 501(c)3 non-profit organizations as directed by the Executive Board, except in cases of San Francisco political campaign contribution, which the Treasurer can issue checks up to five hundred dollars (\$500). No personal expense funds shall be drawn without the submission of an expense statement indicating the date and reason for such expense and approved by the Executive Officers. Should the Association affiliate with another dues paying organization, the Treasurer shall also collect dues on behalf of that organization and forward same to such affiliated organization.

SERGEANT-AT -ARMS: The Sergeant-at-Arms shall maintain order at all Association meetings. The Sergeant-at-arms shall pass out and collect all documents during all meetings. The Sergeant-at-Arms will also maintain an attendance sign-in log at each meeting in which he/ she will give to the Secretary at the completion of each meeting.

PARLIAMENTARIAN: Association Bylaws and Robert's Rules of Order shall govern the conduct of Association Business. The Parliamentarian appointed by the President and ratified by the Board of Directors shall be well-versed and said rules and Bylaws and shall attend all meetings of said Board and Association. In the event of a conflict the Bylaws will prevail.

IMMEDIATE PAST PRESIDENT: Liaison with the incoming President. The role of the Immediate Past President is limited to providing historical context and guidance to the President and the Board of Directors when requested. The Immediate Past President shall not possess executive authority, supervisory authority, or independent decision-making power, and shall not act on behalf of the Association unless expressly authorized by the Board of Directors.

SHOP STEWARDS: Shop Stewards are elected at-large from the members assigned to specific divisions and units. Additional Shop Stewards may be added to new divisions and units upon their approval of the Board of Directors. The Shop Steward representatives are as follow:

1. One shop steward for each jail on each watch or team (midnight, day, and swings). The current jail facilities in this area are County Jails number #1, 2, and 3.
2. Shop stewards assigned to the following areas:
 - 1- Community Programs
 - 2- City Hall
 - 1- Administration & Civil
 - 1- Hall of Justice Courts
 - 1- Civic Center Courts
 - 2- SFGH - Ward 7L
 - 1- Transportation
 - 1- JJC Courts
 - 1- Classifications
 - 1- Central Warrant Bureau
 - 1- Station transfer unit
 - 1- DEM
 - 3 – SPU
- 1- . One Shop Steward elected from the ranks of Senior Deputy.

ARTICLES 8: TERMS OF OFFICE

Section 1: The offices of President, Vice-President, Secretary, Treasurer, and Sergeant-at-Arms shall be for two years.

- a. Non-Elected Executive Board Positions: The positions of Immediate Past President and Parliamentarian are not subject to the election process and shall serve in accordance with these bylaws.
 1. The Parliamentarian shall serve at the will of the President and may be removed at any time, with or without cause, subject to notification of the Board of Directors.
 2. The Immediate Past President: Shall serve in an advisory capacity only for a period of one (1) year following the conclusion of their term as President.

Section 2: The offices of Shop Steward shall be for two years.

ARTICLE 9 - ELECTIONS OF OFFICERS

Section 1: Board of Director Elections:

- a. Executive Office Elections for President, Vice-President, Treasurer, Secretary, Sergeant at Arms shall be conducted in odd numbered years.
- b. Shop Steward Elections shall be conducted in even numbered years.

Section 2: Schedule for Elections:

- a. The Election Committee members shall be appointed in September.
- b. Applications for office must be submitted to the DSA Secretary by the September General Body Meeting. Applications may be obtained from the Association.
- c. The Election Committee shall review the eligibility of the nominated members.
- d. During the October General Body Meeting the eligible candidates will be announced.
- e. Ballots for elections shall be finalized by the November General Body Meeting.
- f. Ballots shall be counted, and the results shall be announced at the December General Body Meeting.

ARTICLE 10:

ELIGIBILITY FOR EXECUTIVE OFFICER'S POSITION

Section 1: Only active members of the Association, as defined in Article 4, whose classifications are represented by the Association pursuant to the **COLLECTIVE BARGAINING AGREEMENT between THE CITY AND COUNTY OF SAN FRANCISCO and THE SAN FRANCISCO DEPUTY SHERIFFS' ASSOCIATION**, shall be eligible to run for or hold an Executive Officers (President, Vice-President, Secretary, Treasurer, Sergeant-at-Arms, Parliamentarian, and Immediate Past President) in the Association, in accordance with the Bylaws if they meet the following requirements:

- a. At least two years seniority as an active member, with at least one (1) year service on a committee or verified attendance of at least 50% of the general body meetings.-Attendance will be determined by an attendance sign-up sheet maintained by the Secretary. The nominee must meet the requirement for attendance within the two (2) years prior to their nomination; and
- b. Submission of an application for nomination endorsed by at least two (2) active members of the Association. Applications for office must be submitted to the DSA Secretary by the September meeting. Applications may be downloaded from the DSA website or obtained from the Association.
- c. Any Executive Officer having incurred a formal suspension or having been charged with a criminal offense shall voluntarily resign his/her position on the DSA Executive Board for the remainder of their term.

Section 2: Associate members and Retired members may not hold office in this Association.

Section 3: Active members running for office in this Association must be on full or modified duty status at the time nominations are made for the office.

Section 4: Only sworn staff who meet the above requirements may run for and hold an Executive Officer position.

Section 5: Review of Eligibility: Within fourteen (14) days from the closing of nominations , the Election Committee shall examine each nomination to ensure that each candidate meets the minimum requirements for election and notify nominees.

- a. Notice of Determination: If the Election Committee determines that a nominee does not meet the eligibility requirements, the Committee shall provide the nominee with written notice of the determination, including the specific bylaw provision(s) relied upon and the factual basis for the decision.
- b. Right to Contest: A nominee determined to be ineligible shall have five (5) calendar days from the date the notice is sent to submit a written response and any supporting documentation contesting the determination. The Election Committee shall reconsider the eligibility and issue a written decision within three (3) calendar days of receipt of the contest.
- c. Appeal to the Board of Directors: If the determination of ineligibility is upheld or not resolved within the prescribed time, the matter shall automatically be appealed to the Board of Directors. The Board shall consider the appeal during the October General Body Meeting and render a final decision prior to final ballot certification.

- d. The Board of Directors may affirm, reverse, or remand the determination to the Election Committee for further review. A majority vote of the Board shall be required for a final decision.
- e. Finality: Eligibility determinations shall be finalized prior to ballot preparation. No nominee shall be declared ineligible after ballots have been finalized, except in cases of fraud or material misrepresentation.

Section 6: When assuming an office on the Executive Board the officer must be on full or modified duty status.

Section 7: Forfeiture of Office Due to Loss of Eligibility: Any Executive Officer or elected Board member who, during their term of office, is promoted, appointed, or otherwise is determined to be in a classification that is not represented by the San Francisco Deputy Sheriffs' Association pursuant **to the COLLECTIVE BARGAINING AGREEMENT between THE CITY AND COUNTY OF SAN FRANCISCO and THE SAN FRANCISCO DEPUTY SHERIFFS' ASSOCIATION** shall immediately forfeit their position.

- a. The office shall be deemed vacant as of the effective date of such promotion, appointment, or change in classification and shall be filled in accordance with Article 12 and Article 13 of these Bylaws.

ARTICLE 11: BALLOTING

Section 1: Voting Rights: This is a membership organization having three (3) classes of membership. For purposes of voting and the transaction of corporation business only active members have the right to vote. Each active member has equal voting rights.

Section 2: Election Committee: The President shall appoint an Election Committee which shall consist of appointees who are not candidates for office. The Election Committee shall be responsible for administering the election process in a manner that ensures a fair election and accurate tabulation of all votes. Whether voting electronically or by paper ballot, members who have cast a vote shall be recorded on the membership list. Procedures for these ballot methods shall be in the form of standing rules.

Both electronic voting and paper ballot voting shall commence as close as a reasonably practicable to the same day. A third-party administrator facilitating electronic voting shall notify the secretary and or the election committee chair, in writing, of the names of the members who have voted electronically. To protect the confidentiality of voting, the third-party administrator shall only disclose the total number of votes cast in support of each option appearing on the ballot but will not disclose the vote cast by individual members. Should a member vote both electronically and via paper ballot only the electronic vote shall be counted.

Section 3: Ballot Tabulation: Ballots for regular elections of the Boards of Directors shall be counted at the December General Membership meeting. No ballots will be accepted after 1600 hours the day of the meeting. Results of the election shall be certified by the Committee in writing and filed with the Secretary. The candidates receiving the majority of valid votes cast will then be declared by the Committee to be elected. The Secretary shall maintain in a secure place all written ballots, including any receipts or envelopes, for a period of at least one (1) year after the vote has been certified. Thereafter, the ballots shall be destroyed. The vote summary shall become a permanent record of the Corporation. Where an electronic voting method is utilized, the tabulation of ballots may be done electronically.

Section 4: Assumption of Office: Those Directors and Executive Board members elected by a majority of the returned ballots shall assume office as of January 1 of the following year. The officers and Directors elected shall be announced as the first order of new business at the January meeting of the Board of Directors.

Section 5: Proxies: Proxy votes shall not be allowed.

ARTICLE 12: VACANCY OR RESIGNATION FROM OFFICE

Section 1: Vacated Office: An office shall be deemed vacated when the elected officer or director was terminated by the employer or resigned employment, either by termination, extended leave of absence, retirement, or by resignation.

Section 2: Default in Attendance: An office shall be deemed vacated when the officer misses two or more consecutive Board of Directors meetings and/or two or more consecutive general membership meetings without a reason acceptable to the Board of Directors. The Secretary shall keep the attendance records and advise the Board of Directors when an officer appears in default. The Board of Directors shall review the default record at the next regular meeting to determine if the office should be deemed vacated. This review shall occur in Executive Sessions.

Section 3: Recall: Members of the association that are entitled to vote may initiate a recall against an elective or appointive officer only once every 12 months by submitting, in writing, a petition signed by not less than thirty-three percent (33%) of the members of the association.

A petition shall be submitted to the Board of Directors and upon receipt thereof; once the petition has been deemed valid, the Board of Directors shall within ten (10) days, prepare a secret ballot to be distributed to all voting members in accordance with the bylaws. The recall shall fail unless a majority vote of all active members carried on the roster of the association shall vote in the affirmative.

Section 4: Removal from the Board of Directors for Cause:

a. Charges against any member of the Board of Directors may be filed in writing with the Board of Directors at any Board of Directors meeting by a member of the Association in good standing. Said charges shall be referred to a special committee of five (5) members of the Board of Directors, three (3) to be selected by the President and two (2) by members of the committee. If the charges are against the President, the Secretary will appoint the three (3) members of the committee in lieu of the President. No member of the Board of Directors against whom charges are made or member bringing such charges will be a member of the committee.

b. A two-thirds (2/3) vote of the entire Board of Directors of the Association will be necessary to impose any action on a member found guilty of any wrongdoing.

c. The removed officer/director may request appeal to the Association within fifteen (15) days from the vote of the Board of Directors, and if the Association, by a majority vote of the valid ballots cast, votes to affirm the vote of the Board of Directors, the action of the Board of Directors shall stand as the vote of the Association. After such affirmation, such member's position on the Board of Directors shall be declared vacant and filled like any other vacancy.

d. The Board may remove a director for cause only if the director is:

- (1) declared of unsound mind by a court,
- (2) convicted of a felony,
- (3) found by final court order to have breached his/her statutory duty of care.

ARTICLE 13: FILLING A VACANCY OF OFFICE

Section 1: Vacancy: When an Executive Officer vacancy occurs, excluding the office of President, the vacancy will be filled by appointment by the President and confirmed by a majority of the Board of Directors. The newly appointed officer or director shall be seated as the first order of business at the next meeting of the Board of Directors and will serve until a special election is conducted.

Section 2: Presidency: If the office of the President is vacated, the office shall be filled by the Vice President. If the Vice President declines to serve in that capacity, the Board of Directors shall appoint a member of the current Board of Directors to the Presidency until a special election is conducted.

Section 3: All other vacancies: If any vacancy for Executive Officers occurs within the final six (6) months prior to the next scheduled election for that position, the position shall be filled according to Section 1 and Section 2 with no special election conducted.

ARTICLE 14: GENERAL AND SPECIAL MEETINGS

Section 1: General Membership: General Membership meetings of the Association shall be held on the second Wednesday of every month, except when the second Wednesday of the month is a legal holiday, or unless announced by the Secretary no less than seventy-two (72) hours before scheduled meeting.

Section 2: Meetings of the Board of Directors are open to the general membership. General members are allowed to speak during this meeting. Only Board of Directors members are allowed to vote on issues discussed during the meeting.

Section 3: Voting shall be open. Secret ballots are permitted only when considering a benefit for an individual member, or when any Board member asked for a secret ballot. Proxy voting is not authorized.

Section 4: Overall of Board of Directors of by membership:

- a. To overrule an action voted in by the Board of the Directors a written request of seventy-five (75) members of the Association in good standing shall be delivered to any Executive Board Member of the Association within thirty (30) days of passage of disputed action.

A special meeting shall be called by the secretary, in accordance with article 14, Section 5 of these By-laws, for the purpose of determining the propriety of the disputed action.

Section 5: Special Meetings: Members of the Board of Directors and or the President may call for a special meeting of the Board at any time. Five members of the board are necessary to request such special meeting at any time it is deemed necessary, subject to four (4) days notice from the Secretary.

Section 6: Notice of Meetings: All notices of Association meetings should be posted on the Association's bulletin boards. Every effort shall be made to provide at least ten (10) days advance notice of every meeting.

Section 7: Guests: Guests are permitted to attend general membership meetings when accompanied by an Association member with prior approval of the President. The President shall limit the time and subject matter of any guest addressing the membership. Guest speakers will make their presentation prior to the Association conducting other business.

Section 8: Conduct of Business: Association bylaws and the newly revised Robert's Rules of Order shall govern the conduct of the Association business. In the event of a conflict the bylaws will prevail.

ARTICLE 15: COMMITTEES

Section 1: Standing Committees: There shall exist the following permanent committees:

- a. Political Action Committee
- b. Building and Real Property Committee
- c. Benevolent Committee
- d. Budget Committee
- e. Bylaws Committee
- f. Meet and Confer Committee
- g. Negotiations Committee
- h. Information, Technology and Website (ITW) Committee
- i. Safety Committee
- j. Legal Defense Trust Committee

Section 2: Committee Membership: Committees shall consist of a Chairperson, to be appointed by the President. At least two other members will be appointed by the President. The President, or the Vice President at the direction of the President, shall serve as an ex-officio member of each committee.

Section 3: Special Committees: In addition to the Standing Committees set forth in Section 1 of this Article, the President, subject to the approval of the Board of Directors, may from time to time establish such Special Committees as the President deems appropriate.

ARTICLE 16: AUDIT

Section 1: A bi-annual audit shall be conducted in January of the year the Treasurer is elected. The audit shall be conducted by a committee of three general members appointed by the President who are not currently serving on the Board. The audit shall consist of a review of Association minutes, Treasurer's records, and Roster of Members to insure proper receipt and disbursement of Association funds. A written report shall be delivered to the President by the last Friday of the month of April in the year said audit is conducted. In complying with the audit, the committee shall ensure that the Officers of the Association have complied with their official duties according to these Bylaws and providing the required documentation. The committee will bring to the attention of the President any discrepancies noted. The President will submit copies of the Audit Committees report to the Board of Directors at the Board of Directors meeting held on the second Wednesday of May of the year said audit is conducted. This report shall be available to the members by June 15 of said year.

ARTICLE 17: OTHER BENEFITS

Section 1: Charitable Foundation: The Board of Directors is authorized to take the steps necessary to establish and maintain a charitable foundation, whose purposes may include, but not be limited to, the award of scholarships and/or the award of family assistance grants or other programs as approved by the Board of Directors.

ARTICLE 18: EXPENSE AUTHORIZATION AND REIMBURSEMENT

Section 1: Board Authorization: The Board of Directors may authorize travel and related expenses by Association members for purposes relating to the business of the Association. The Board of Directors shall maintain a written policy governing the authorization of these expenses and reimbursements.

ARTICLE 19: ASSOCIATION HOLDINGS

Section 1: Real Property: The Association may, in addition to its accounts in various financial institutions, hold a portion of its assets in real property, real estate, and/or buildings and leases thereon, subject to the approval of the Board of Directors.

Section 2: Other Holdings: The Board of Directors is authorized to acquire other tangible or intangible property, where it has been determined that such acquisition would benefit the Association.

ARTICLE 20: AMENDMENTS

Section 1: Amendments: These bylaws may be amended, modified, changed, or repealed, in whole or in part, by a majority of the valid ballots cast by the membership.

Section 2: Proposals to amend the bylaws: A majority of the Board of Directors may propose to the membership a change in these bylaws. Any amendments to these bylaws must be proposed in writing and submitted to the Board for consideration at its next regularly scheduled meeting. The Board shall review any proposed amendment, submitted by a member or members, and determine if the proposed amendment is to be submitted to a vote of the membership. In the event the Board of Directors elects not to submit the proposed amendment to a vote of the membership, the amendment may, nevertheless, be submitted to a vote after a petition requesting such a vote and signed by thirty three percent (33%) of the membership, is submitted to the Board of Directors. Thereafter, a vote on the amendment(s) shall be held within forty-five (45) days of receipt of the petition and certification by the Secretary of the validity of the signatures and the sufficiency of a favorable vote. Any vote to amend these bylaws shall be held in accordance with the procedures set forth above for the election of officers and directors.

ARTICLE 21: EFFECTIVE DATE

Section 1: Ratification and Adoption: These bylaws, replacing all previous bylaws and amendments thereto, shall become effective immediately upon ratification and adoption by a majority of the valid ballots cast, and certified by the Secretary.

ARTICLE 22: SAVINGS CLAUSE

Section 1: Savings Clause: If any provision of these bylaws shall be held invalid by operation of law or by any court of competent jurisdiction, the remainder of these bylaws shall not be mitigated, and will remain in full force and effect until revised according to due process.