

IAEM Region III Bylaws

Adopted June 13, 2007

ARTICLE I - NAME

Section 1. Incorporation

The International Association of Emergency Managers Region III (IAEM Region III), operates under the umbrella of the International Association of Emergency Managers (IAEM), a non-profit organization incorporated by and under the laws of the state of Ohio. IAEM shall be referred to herein as the parent association.

Section 2. Identity

The Region III Association shall consist of individuals who are members of good standing in IAEM, and who work or reside in the geographic area defined in Section 3. Members will be professionally engaged or interested in the furtherance of emergency management and allied fields.

Section 3. Geographical Division

IAEM Region III shall include the states of Delaware, Maryland, Pennsylvania, Virginia, and West Virginia and the District of Columbia and those counties, cities, municipalities, townships and other subdivisions within those areas.

ARTICLE II - OBJECTIVE OF THE ASSOCIATION

Section 1. Objective

To serve the emergency management community within the geographic areas of IAEM Region III as defined in Article I, Section 3, and the public, by providing an exchange of information to strengthen regional collaboration and partnerships.

Section 2. Purposes

- To support the emergency management community in reducing the effects of disasters on life and property by working together to build disaster resistant communities.
- To function as a clearinghouse for discussion and learning on all-hazard emergency management issues.
- To provide a forum for creative and innovative problem-solving on emergency management issues.
- To maintain and expand professional standards for the emergency management practitioners in the Region.
- To foster informed decision-making on public policy

in the emergency management arena.

ARTICLE III - MEMBERSHIP

Section 1. Eligibility

Any person supportive of the IAEM Region III purposes is eligible for membership.

Section 2. Classification of Membership

Individual Member

Individual membership is defined as an individual professionally engaged or interested in the advancement of emergency management and allied fields.

Affiliate Member

Affiliate membership is available to any organization/party which provides products, services or other resources which support IAEM and its members.

Honorary Member

Persons granted Honorary Membership by IAEM shall be recognized as IAEM members by IAEM Region III.

Life Membership

Persons granted Life Membership by IAEM shall be recognized as IAEM members by IAEM Region III.

Student Member

Persons granted Student Membership by IAEM shall be recognized as IAEM members by IAEM Region III.

Section 3. Dues and Fees

Dues and fees shall be set collected by the parent Association. Those persons who are recognized and identified as paid members of IAEM who work or reside within the geographic area of IAEM Region III shall be considered members of IAEM Region III.

Dues and fees shall be paid in accordance with the by-laws of the parent Association. Persons wishing to vote at IAEM Region III business meetings and elections must have current IAEM membership.

Section 4. Fiscal Year

The Fiscal Year for IAEM Region III will be

the same as that established for the parent Association, June 1 to May 31.

ARTICLE IV - OFFICERS

Section 1. Officers

The officers of IAEM Region III shall be a President, Vice-President and, Secretary/Treasurer.

Section 2. Duties of Officers

President

The President shall preside at meetings of IAEM Region III, authorize expenditures within the available funds; serve as the Region representative on the parent Association Board of Directors; serve as liaison between IAEM and IAEM members in the Region; and perform such other duties as required and provided for in the Administrative Policies and Procedures of the parent Association..

Vice President

The Vice-President shall perform the duties of the President in the absence or disability of that officer and perform such other duties as may be assigned by the President.

The Vice-President will be Chair of the Region III Bylaws committee and will present a report on recommended changes to the bylaws at the annual or special meetings.

Secretary/Treasurer

The Secretary/Treasurer shall maintain accurate records of the proceedings of all meetings of the Region membership, maintain accurate up-to-date records of all monies and securities belonging to the Region, and such other duties as may be assigned by the President. In pursuit of these duties the Secretary/Treasurer will be guided by the letter and spirit of the parent Association Administrative Policies and Procedures.

The Secretary/Treasurer will be the lead for all fund raising activities of Region III, including the efforts in support of fundraising for the IAEM Student Scholarship program.

Payment of financial obligations must have the approval of the President, in accordance with the Administrative Procedures of the parent association. If the President is unable to fulfill this responsibility, the Vice President and Secretary/Treasurer may jointly authorize payment of expenditures.

Section 3. Qualifications

To be elected to a Regional office, a member shall meet the following requirements:

Have been an Individual member in good standing for a minimum of two continuous years prior to seeking office.

In order to be placed on the ballot, a person seeking office must be a current IAEM member in good standing with dues paid for the current period and be either working in or residing in the geographic area of the Region.

Section 4. Method of Selection

The officers shall be selected as follows:

The President, and Secretary/Treasurer shall be elected in years ending in odd numbers; the Vice President shall be elected in years ending in even numbers.

Elections shall occur annually at an IAEM Region III meeting scheduled to precede the annual meeting of the parent Association. Person(s) elected to office shall take office effective with the installation of Officers of the parent Association at the annual meeting of the Parent Association.

Section 5. Term of Office

The term of office for President, Vice-President and Secretary/Treasurer shall be for two years, with no more than three consecutive terms. The term of office shall commence with the installation of officers of the parent Association at the annual meeting.

Section 6. Vacancy in Elected Offices

If a vacancy occurs in the office of President, the Vice-President shall automatically assume the office of President. Completion of a partial term of office does not preclude the person from serving the full three consecutive terms if they are duly elected to fill the office

If a vacancy occurs in the office of the Vice President, the Secretary/Treasurer will become the Vice President until the next meeting of the parent Association when either a regularly scheduled election or a Special Election can be held. If the Secretary/Treasurer is unable to fill the role

of the Vice President, the President will appoint a member of IAEM Region III in good standing to complete the term. Appointment to a partial term does not preclude the person from serving three consecutive terms if subsequently duly elected to fill the office

If a vacancy occurs simultaneously in the office of the President and the Vice-President, the Secretary/Treasurer shall become Acting President for a period not to exceed six months, until a Special Election can be held at the next meeting, either the mid-year meeting or the annual meeting of the parent Association.

Where no elected officer is available to fill the unexpired term until an election can occur, the IAEM President shall appoint a member of Region III in good standing to act as President for the remainder of the term. The President will then appoint a Vice-President and a Secretary/Treasurer until an election can be held at the next meeting of the parent Association (either the midyear or the annual meeting, whichever comes first).

Section 7. Removal of an Officer

A two-thirds vote of the Board of Directors of the parent Association is required to remove an elected or appointed officer from office for cause. However, before the action becomes final, due process requires that the officer be notified, in writing, by registered mail of the charges which have been made and must be afforded not less than fifteen (15) days after receipt of said charges to reply to the allegations set forth in the charge, either in writing or by appearing before the Board of Directors with or without personal legal counsel.

ARTICLE V – QUORUM & ROLE OF EXECUTIVE COMMITTEE

Section 1. Quorum

A majority of the voting members attending the annual meeting shall constitute a quorum.

Section 2. Executive Committee

The Executive Committee shall consist of the President, Vice-President, Secretary/Treasurer and the immediate Past President of IAEM Region III.

The Executive Committee shall conduct the administrative business of the Region Association subject to the limitations imposed upon them in the Administrative Policies and

Procedures of the parent Association.

The Executive Committee shall meet at the call of the President.

A majority of the Executive Committee shall constitute a quorum.

The Executive Committee shall maintain minutes of its meetings and provide a report of its activities to the membership at the annual meeting.

The Executive Committee shall not have the power to:

Take any action in conflict with the Region Bylaws or the Bylaws and the Administrative Policies and Procedures of the parent Association.

Section 5. Designation of Appointed Agents

The President shall have the authority to appoint unpaid agents or representative to represent the IAEM Region III at meetings and on committees where work of interest to the Region membership is conducted.

The duties and responsibilities of any appointed agents shall be as delineated in the President's letter of appointment. Appointed agents will not have the authority to commit financial assets of the Region Association without the express permission of the President.

ARTICLE VI - MEETINGS

Section 1. Meetings of the Membership Body

The membership shall meet annually at the annual conference of the parent Association. Election of Officers shall be held at this meeting.

Other meetings of the membership may be held throughout the year but not for the purpose of electing officers except where a vacancy has occurred and an unexpired term needs to be filled in accordance with procedures outlined under Article IV, Section VI.

Section 2. Voting Rights

A majority of the voting members who are registered and present at a business meeting shall constitute a quorum.

Business requires a majority of the vote unless otherwise specified in the Bylaws or

Administrative Policies and Procedures of the parent Association..

The right to vote as a member of the Region association may be exercised only when the appropriate membership fee has been paid.

Individual, Affiliate and Life members shall have the right to vote (consistent with Article VIII) on any issue put before the body if they are either registered and in attendance at a business meeting of the Region III Association or have returned a mail ballot distributed prior to the meeting.

Mail ballots are permitted. If a mail ballot is submitted, a member present at the Business Meeting who has already cast a mail ballot may not re-cast it in person.

Voting by proxy is not permitted.

ARTICLE VII - COMMITTEES

Section 1. Ad Hoc Committees (Special Committees)

The President may appoint Ad Hoc (Special) Committees as deemed essential to the business and well-being of the Region III Association. Such committees shall cease to function when their specific task has been completed.

ARTICLE VIII - RIGHTS OF MEMBERS

Section 1. Members in Good Standing:

Members are considered to be "in good standing" if all applicable dues, fees and other amounts owed are paid in full.

Members in good standing have the right to:

Hold office according to guidelines established in the Administrative Policies and Procedures of the parent Association.

Vote, according to the process established in the Administrative Policies and Procedures of the parent Association on:

Amendments to the Bylaws
Election of officers.

Matters of business arising at the annual or other specially called meetings.

ARTICLE IX - AMENDMENT OF BYLAWS

These Bylaws may be amended by a two-thirds (2/3s) majority of the votes cast at the

annual business meeting of the IAEM Region III Association.

The proposed changes to the Bylaws must be circulated to the membership 30 days prior to the said business meeting.

ARTICLE X - PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rule of Order, Newly Revised shall govern the proceedings of the Association in all cases not provided for these Bylaws or in the Administrative Policies and Procedures of the parent Association.

ARTICLE XI - DISCLAIMER OF ENDORSEMENT

No individual member or group of members representing the Association shall have authority to endorse or recommend any product, service, or organization in the name of the IAEM Region III Association, or by elected or appointed title.

ARTICLE XII - EFFECTIVE DATE. This document shall take effect immediately upon its approval by the IAEM Region III membership, and supersede all constitutions and bylaws previously adopted.

Adopted this day of In the year 200_.