

# CONSTITUTION OF THE NATIONAL ASSOCIATION OF BLACK LAW ENFORCEMENT OFFICERS, INC.



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## **MISSION STATEMENT**

The **National Association of Black Law Enforcement Officers, Inc.** is an organization representing the needs and concerns of law enforcement personnel. We are watchful of issues which have a direct impact both adverse and positive on the employment, promotion and retention of minority law enforcement officers in every facet of the Criminal Justice system. We provide guidance, support and assistance in their efforts for equality of employment in their chosen field.

The **National Association of Black Law Enforcement Officers** is an organization dedicated to enhancing and empowering the minority community. With over 40 chapters and 15,000 individual members, we provide community strength, ensure community justice, and provide a strong presence in the time of crisis.

We are dedicated to eradicating police misconduct and abuse wherever it exists. This type of activity is an embarrassment to our profession and a scourge to our neighborhoods.

We pride ourselves in the empowerment of our community politically, economically, and educationally. We recognize that a strong community is a wise one when it strives to agree. Furthermore, we believe our community to be deserving of a positive relationship with its stakeholders in blue.

## **Article I. Name**

**Section 1.** The name of this organization shall be the **National Association of Black Law Enforcement Officers, Inc.**

**Section 2.** The **National Association of Black Law Enforcement Officers** has been set up as a Non-Profit Corporation, I.R.C. 501 (c) (3), and is incorporated under the laws of Delaware. It is a National Organization encompassing members of all Fifty United States, as well as its territories.

## **Article II. Purposes**

**Section 1.** This Non-Profit Corporation is organized exclusively for CHARITABLE, RELIGIOUS, EDUCATIONAL, SCIENTIFIC, CIVIC and promotion of SOCIAL WELFARE of law enforcement personnel throughout the United States of America. To this end, the corporation shall at all times be operated exclusively for educational, scientific, and charitable purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code of 1986, as now enacted or hereafter amended, including, for such purposes, the making of distributions that qualify as exempt organizations under Section 501 (c) (3) and Section 501 (c) (4) of the Internal Revenue Code of 1986, as now enacted or hereafter amended. All funds whether income or principal, and whether acquired by gift or contribution or otherwise, shall be devoted to said purpose.

## **Article III. Membership**

**Section 1. Composition** – Membership shall be composed of any and all organizations representing the interests and concerns of peace officers committed to the purpose and goals of the organization. Said membership is not restricted to the race, color, creed, or ethnic origin of the organization’s membership. All applications for chapter membership must be made on prescribed forms and must be approved by the Board of Directors during a meeting of the General Membership.

**Section 2. Membership Classification** – There shall be five (5) classes of members to this Corporation. The five classes of members are as follows:

- a. Individual
- b. Chapter Affiliate
- c. Associate
- d. Corporate
- e. Honorary

### ***Section 3. Member Standing***

- a. Members in good standing, shall be those members other than Honorary Members, who pays all dues, assessments, participates in the activities of the corporation and adhere to the goals and purposes of this Corporation. A member who is six (6) months in the arrears of dues or who is in violation of the stated goals of these bylaws shall be considered to be not in good standing

***Section 4. Dues*** – Dues shall be payable January 1<sup>st</sup> of each calendar year. A member not in good standing is one who is thirty (30) days in arrears in dues. Violation of any of the above may constitute grounds for revocation or re-certification.

***Section 5. Application Fee*** – The membership application fee shall be the sum of one hundred twenty-five dollars (\$125.00) and shall be payable with the application and is non-refundable.

### ***Section 6. National Dues***

- a. National dues is payable at the time of acceptance.
- b. The National dues shall be such an amount as may be determined by the Executive Board and the members of the National Association of Black Law Enforcement Officers from time to time.

***Section 7. Voting*** – In order to vote at the Regional meetings after being in arrears, dues must be paid thirty (30) days in advance of the Regional meeting.

### ***Section 8. Individual Membership***

- a. Individual Membership shall be any and all peace officers/law enforcement officers and consistent with Article III, Section 1. Before becoming an individual member each applicant will be encouraged to join an established, active local chapter affiliate.
- b. For every twenty (20) individual members, there will be two (2) Delegates and two (2) Alternate Delegates to equal one (1) Chapter Affiliate.
- c. All applications for membership must be approved by the National Board of Directors.
- d. Initial Individual membership shall be as follows:
  1. Initial Application Fee (non-refundable) \$35.00
  2. Annual Membership Dues: \$50.00
  3. Payable by money order/certified checks only (U.S. Funds Only)

### ***Section 9. Chapter Affiliate***

- a. A chapter Affiliate shall be any organization that meets the criteria of Article III, Section 1. Upon completion of the application form and payment of the required application fee, the National Membership Committee will present the completed membership package to the National Board of Directors for consideration. Upon a majority vote of the National Board of Directors, a Chapter Affiliate status will be granted. At the time of acceptance, the National Dues will be due and payable.
- b. Chapter Affiliates will be accepted at a scheduled National Conference (Winter or Spring).
- c. Chapter Affiliates accepted at the Spring Conference the National Dues received is for the current calendar year.
- d. Chapter Affiliates accepted at the Winter Conference the National Dues received is for the following calendar year.
- e. Formal acceptance of a Chapter Affiliate will occur at the annual Summer Conference.
- f. Chapter Affiliates will have two (2) Delegates and two (2) Alternate Delegates.

### ***Section 10. Associate Member***

- a. Shall be such persons as may have an interest in furthering the goals, mission and interests of the Corporation, and who do not meet the specific requirements of Article III, Section 8 (a) of this constitution.
- b. Associate members shall not be accorded the right to vote on issues brought forth before the General Membership or Board of Directors, or run for office, but may petition the Board of Directors for intervention in issues of strong community concern.
- c. Associate members shall be permitted to attend all functions of the Corporation at any established member rate for said function.
- d. All applications for membership must be approved by the National Board of Directors
- e. Associate Member annual dues shall be set at \$25.00, payable in U.S. Funds only

### ***Section 11. Corporate Member***

- a. Shall be members of the general business community of any state, who have shown or demonstrated compatibility with the mission, goals and principles of the Corporation, and who shall otherwise meet the requirements for Associate Membership.
- b. Corporate members shall not be accorded the right to vote on any issues brought before the General Membership or Board of Directors, and shall not be permitted to run for office, but may petition the Board of Directors on issues of strong community concern

- c. Corporate members shall be permitted to attend all functions of the Corporation at any established member rate for said function.
- d. All applications for membership must be approved by the National Board of Directors
- e. Corporate membership annual dues shall be set at the same rate as for Chapter Affiliates, payable in U.S. Funds only

### ***Section 12. Honorary Member***

- a. Shall be those persons proposed by any Chapter Affiliate, Individual Member or National Board Member and approved by the National Board of Directors as having exemplified and practiced the principles of purpose set forth in the Articles of Incorporation and these By-Laws.

### ***Section 13. Loss of Membership***

- a. Any member of NABLEO who has knowingly violated the established objectives, laws, customs or who willfully disregards any of the requirements of the rules and regulations and these by-laws; or who commits any act, by word or deed which may be deemed detrimental to NABLEO, shall have their membership revoked upon two-thirds 2/3 vote of the Board of Directors. Individual members are entitled to a hearing.

### ***Section 14. Termination of Membership***

- a. Any member may terminate their membership in NABLEO at any time by giving written notice to the Secretary of NABLEO. Such termination shall become effective as of the date of receipt by the Secretary.

### ***Section 15. Suspension and Removal of Chapter Members***

- a. **Two-Thirds Vote Required.** Any Chapter Affiliate Member of NABLEO, found to have violated the Articles of Incorporation, Constitution, By-Laws, stated objectives, goals, policies, and procedures of NABLEO upon the preponderance of written evidence presented before a properly constituted meeting of the National Board of Directors may have its membership suspended or permanently removed by a two-thirds (2/3) vote in the affirmative of the National Board of Directors.
- b. **Suspension.** A Chapter member participation in the activities of NABLEO may be suspended for a time determined by the National Board of Directors, for any one or more of the following:
  - 1. Failure to maintain a “member in good standing” status in NABLEO
  - 2. Failure to participate in national meetings, the Membership

3. Failure to maintain Corporate standing credentials and Documents
  4. Failure to submit required membership reports
  5. Failure to make notifications of Corporate changes (i.e. name, address, elected officials, membership compositions/lists, state incorporations)
  6. Failure to pay all dues and required assessments
- c. **Removal.** A Chapter member through activities locally and nationally – who by any act or conduct of its members and or chapter – attempts to violate or conspires with any person and/or organization to violate the Articles of Incorporation, Constitution, By-Laws, policies, procedures, stated goals and objectives of NABLEO; or tends to impair the effective operation of NABLEO; or conduct which adversely effects, lowers, or destroys the public respect and confidence in NABLEO; or fails to take prompt and effective action within the scope of the NABLEO Constitution and By-Laws to stop the aforementioned shall be subject to its membership being revoked and its name stricken from the NABLEO membership roll.
- d. **Revocation.** Any revocation shall be for a period of one (1) year or three (3) years maximum.

## **Article IV. Officers and Elected Officials**

**Section 1. Officers.** The Officers of the Corporation shall be as follows:

- a. Chairperson
- b. Vice-Chairperson
- c. Secretary
- d. Treasurer
- e. Financial Secretary
- f. Sergeant-at-Arms
- g. Information Officer

### **Section 2. Eligibility**

Officers shall be drawn from and be experienced law enforcement officials active or retired, of a governmental police/peace agency, federal, state or local municipality

### ***Section 3. Candidacy***

- a. Candidates for elected office must be certified delegates of the National Association of Black Law Enforcement Officers, Inc.
- b. All National Officers shall be elected from the members of the Board of Directors at its Winter Meeting. The meeting location and time may be altered by the President with the approval of the Board of Directors.

### ***Section 4. Number of Elected Officials Per State***

- a. No more than three (3) elected officers can come from the same state, excluding National Delegates

### ***Section 5. Voting for Officers***

- a. Each candidate shall submit a petition with attested names and signatures nominating said person for elected office. Winner shall be established by a majority of the votes.

### ***Section 6. Terms of Office***

- a. The term of office for the elected officials shall be two (2) years, as established by the Board of Directors

### ***Section 7. Election***

- a. National Board: Election of National Officers shall be held bi-annually at the Winter Board of Directors meeting in the odd calendar year
- b. Each elected officer shall assume office at the beginning of the even calendar year. Each such officer shall hold office until his or her successor is elected and shall qualify, or until his or her death, resignation, or removal. New officers may be created and filled at any meeting of the Board of Directors, Executive Committee or Chapter Affiliate

### ***Section 8. Attendance***

- a. Any Executive Committee member who misses two (2) consecutive properly noticed meetings of the National Board of Directors and the Executive Committee may be removed by an affirmative majority vote of the Directors, representing a quorum. A resolution of the removal signed by the Chairperson and the National Secretary will be sent by certified mail with return receipt requested.

### ***Section 9. National Delegates***

- a. Delegates shall attend national meetings, and shall cast their votes as required

## ***Section 10. Executive Committee***

- a. For the purpose of administering and conducting the business and affairs of NABLEO, there shall be an Executive Committee elected from the National Board of Directors at the winter meeting. They shall submit an annual budget to be approved and adopted by the National Board of Directors

## ***Section 11. Vacancies on Executive Committee***

- a. In the event that an elected official resigns, becomes deceased, is found ineligible for membership pursuant to Article III, Section 8; or for any other reasons unable to properly, adequately, and dutifully attend to their elected function and duties, the Chairperson, with the advice of the Executive Committee, may appoint any eligible person to fill the vacant position, and shall file written notice of such appointment to the presiding officer of each member organization within thirty (30) days of such appointment.
- b. Persons so appointed, shall serve for the remaining period of the term, except, in such cases where a special election to fill the vacancy has been called. In such instances, the appointee shall serve until such time as an eligible member has been duly elected to the vacant position. Nothing in this section shall prevent an appointee from being nominated or running for the office to which they have been appointed.

## ***Section 12. Resignation***

- a. Any Executive Committee member may resign at any time by delivering a written notice, of resignation to the Chairperson of the National Association of Black Law Enforcement Officers, Inc and/or to the National Secretary. Resignation shall be effective upon receipt.

# **Article V. Duties of Elected and Appointed Officials**

## ***Section 1. Chairperson***

The President shall preside over all meetings.

- a. Shall give a report of the activities
- b. Shall appoint a Parliamentarian
- c. Shall appoint a Chaplain (s)
- d. Shall appoint all Committee Chairpersons
- e. Shall appoint a Conference Chairperson (s)
- f. Shall be one of three (3) officers empowered to sign checks

- g. Shall perform the duties and functions customarily performed as President, together with such other duties as the Board of Directors may prescribe

### ***Section 2. Vice-Chairperson***

- a. Shall in the absence of the President perform all duties of the President, and shall become the President of the Board for the balance of the term of the President in any case of a vacancy in that office
- b. Shall perform the duties and functions that may be prescribed by the Board of Directors and shall preside over all committees

### ***Section 3. Secretary***

- a. Shall keep a record of the proceedings of all meetings of the National Association of Black Law Enforcement Officers, Inc.
- b. Shall be the custodian of all records, documents of motions and determination of all motions
- c. Shall keep the Corporate Seal and shall see that the seal is affixed to all documents when required. The execution of which on behalf of NABLEO under its seal is duly authorized in accordance with the provision of these by-laws
- d. Shall prepare and submit the minutes of all meetings within thirty (30) days prior to each Board of Directors meeting
- e. In case of the Secretary's inability to attend any meeting the secretary shall make available the necessary books and minutes to the President
- f. Shall perform the duties and functions customarily performed by the Recording Secretary, together with such duties as the Board may prescribe

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

The Treasurer is responsible for maintaining the budget and finances of the Association

- a. Shall sign all official financial documents of the Association
- b. Shall be bonded
- c. Shall maintain a list of all delegates who are certified and in good standing
- d. Shall maintain a list of chapters in the association and their financial status
- e. Shall keep in books belonging to NABLEO an accurate account of receipts and disbursements

- f. Shall receive all monies from the Financial Secretary receivable by the Association and giving receipts for same
- g. Shall have custody of all funds and disburse the same as directed by the Board of Directors or a vote from the Association members
- h. All money belonging to NABLEO is subject to withdrawal by check with no less than two (2) authorized signatures on each check
- i. Authorized signatures towit are Treasurer, Financial Secretary and President
- j. Shall prepare and submit a statement of financial status of the organization in writing, at each meeting of the Board of Directors and Executive Board
- k. Shall be one of the three (3) officers empowered to sign checks
- l. Shall assist in preparation of the Annual Budget
- m. Shall prepare and submit a written financial statement thirty (30) days prior to each Board of Directors meeting
- n. Shall perform the duties and functions customarily performed by the office of Treasurer, together with such other duties as prescribed by the Board of Directors
- o. Treasurer is responsible for providing guidance to the various committees regarding financial budget allocations and funding

### ***Section 5. Financial Secretary***

- a. Shall be responsible for recording all financial transactions of this organization
- b. Shall collect all dues, fines and assessments, application fees and all other monies belonging to NABLEO and deliver same to the Treasurer and receive a receipt for same
- c. Shall prepare and submit a written financial statement at each meeting of the Board
- d. Shall keep a complete and correct record of the financial standing of each member in the organization, notifying them of any delinquency
- e. Shall keep in the books belonging to NABLEO a accurate record of receipts and disbursements
- f. Shall keep a complete and accurate record of the financial status of each chapter in the association
- g. Shall notify chapters in arrears in writing of any delinquency

- h. Shall be one of three (3) officers empowered to sign checks
- i. Shall be bonded
- j. Shall submit a written financial statement thirty (30) days prior to the Board of Directors and Association membership at each meeting. The report shall be explicit, detailed and definitive in nature i.e from whom monies received and for what purpose along with disbursements to whom and for what purpose
- k. Shall maintain separate books and reports for the Association
- l. Shall be the assistant to the Treasurer and assume all functions in the absence of the Treasurer
- m. Shall perform the duties and functions customarily performed by the office of Financial Secretary, together with such other duties as prescribed by the Board of Directors

### ***Section 6. Sergeant-at-Arms***

- a. The Sergeant-at-Arms shall be responsible for enforcing order at all meetings. He/she shall inspect all persons present before the opening of all meetings and ascertain their right to sit at such meetings. He/she shall announce the organization, title and name of member entering after the opening of the meeting, except during the reading of the minutes or while the presiding officer (or the reading of the minutes or while the presiding officer (or another person) is speaking from the floor, in which case he or she must announce the member after the minutes are read or the speaker has finished. He/she shall take his/her seat near the inner door and allow no one to enter without authority. He/she shall be the keeper of the organization supplies.

### ***Section 7. Information Officer***

- a. Shall receive all non-financial mail addressed to this organization
- b. Shall issue all meeting calls
- c. Shall prepare and forward all approved mail of this organization
- d. Shall maintain a list of all chapters of NABLEO
- e. Shall certify and maintain a list of all certified delegates and ensure that the delegates and their organizations are in good standing
- f. Shall maintain a file of correspondence
- g. Shall notify all members of their nomination or election to office, and their appointment to any committee

- h. The Information Officer shall coordinate with the President of NABLEO prior to any News Media event or Press Release
- i. Draft and prepare all correspondence for Press Releases and News interviews that will express NABLEO's views on all matters with the approval of the President and the Executive Board
- j. Shall perform the duties and functions customarily performed by the Corresponding Secretary, together with such other duties prescribed by the President and the Board of Directors

### ***Section 8. National Delegates***

- a. National Delegates shall be responsible for:
  - 1. A specific geographical area
  - 2. Communications with all chapters in said geographical area
  - 3. Responsible for all written reports to the Vice-President prior to all scheduled general meetings
- b. National Delegates are authorized by the National Board of Directors/President to attend local chapter meetings and functions for communication purposes
- c. National Delegates shall submit a written report thirty (30) days prior to each Board of Directors meeting and National membership meeting to the Secretary and the Information Officer

### ***Section 9. Parliamentarian***

- a. The Parliamentarian shall confer with the President before the meetings open, and during recesses. During a meeting the Parliamentarian should be limited to giving advice to the President, and, when requested, to any other member. It is also the duty of the Parliamentarian to call attention of the President any error in the proceedings that may affect the substantive right of any member or may otherwise do harm.
- b. The Parliamentarian shall be guided by the current version of Roberts Rules of Order in so far as they do not conflict with the established Constitution and By-Laws of the organization.

### ***Section 10. Removal From Office***

Any elected/appointed official may be removed from office for any act detrimental to the interest of the National Association of Black Law Enforcement Officers, Inc for malfeasance, or for failure to perform his/her prescribed duties upon written recommendation of two-thirds (2/3) vote of the members of the National Board of Directors

- a. Removal shall require a two-thirds (2/3) approval of the National Board of directors at a properly noticed meeting of the National Board of Directors wherein a quorum is present
- b. Said National Board member shall be notified by certified mail (return receipt requested) as to the charges against him/her and be provided a copy of the charges. The National Board member must reply within fifteen (15) business days of receipt of said charges of his/her intentions. Failure to reply to the charges within fifteen (15) business days may deem the removal of the National Board member
- c. The National Board member have a right to a hearing before the National Board of Directors, unless waived by failure to respond pursuant to subsection(b)
- d. Hearings shall be scheduled within thirty (30) days after the post office receipt indicating charges were received. Notification shall be received by certified mail indicating the time, date, and location of the hearing
- e. The Hearing Board shall consist of the Executive Committee of the Corporation

## **Article VI. Meetings**

### ***Section 1. National Meeting***

The National Meeting shall be the annual summer meeting

### ***Section 2. Regional Meeting***

- a. A region shall hold at least three (3) regional meetings, one, which shall be the annual meeting. The Information Officer shall officially notify all members in writing, thirty (30) days in advance of the Regional meeting. Only certified members in good standing shall be allowed to vote at the regional meeting. Each member organization will be allowed two (2) certified delegates to vote. Fifty percent plus one (50% + 1) of the authorized members of the Board of Directors shall constitute a quorum. A quorum may transact the legal business of the region.
- b. All Executive Board, National Delegates, and Standing Committee persons must have their written report available at all regional meetings

### ***Section 3. Special Meetings***

- a. Special meetings of the National Board may be called at any time upon petition of four (4) members of the Executive Committee or by the National Board of Directors by two-thirds (2/3) vote of the members of the Board in writing. Fifteen (15) days notice shall be given for a special meeting except that this may be waived in writing. The time and place of such special meeting shall be at the discretion of the Board and shall be specifically stated in the

notice of such meeting as well as the purpose. Each Chapter Affiliate will be allowed two (2) certified delegates to vote.

#### ***Section 4. Special Meeting – Quorum***

- a. Fifty percent (50%) plus one (1) of the National Board members shall constitute a quorum. A quorum may transact the legal business of the corporation. A majority of the members present may by resolution adjourn the meeting, for a period not to exceed thirty (30) days. The agenda of the properly adjourned meeting shall be continued to the adjourned date.

### **Article VII. Board of Directors**

#### ***Section 1. Legislative***

- a. The Board of Directors of the National Association of Black Law Enforcement Officers, Inc shall have the legislative and ultimate authority on all matters pertaining to the organization as long as its authority does not conflict with the policies and procedures of NABLEO

#### ***Section 2. Certified Delegates***

- a. The National Board of Directors are the Chapter Affiliate certified delegates from each state

#### ***Section 3. General Powers and Responsibilities***

The National Board of Directors shall:

- a. Shall have the power to levy dues and special assessments
- b. Shall see that all necessary officers are bonded
- c. Annually adopt a budget for the National organization
- d. Annually conduct an independent audit of the organization's financial records by a Certified Public Accountant
- e. Prepare and annually submit a report to each Chapter Affiliate in good standing a copy of the annual audit
- f. Shall direct the policies and administer the affairs of the region
- g. When requested the Board of Directors may review incidents when members of the organization are suspended or terminated by their Agency and to take such action as may be appropriate, or deemed necessary by providing moral support and ensuring that there is no disparity of treatment. All written reports regarding the incident will be forwarded to the National Board for review

#### ***Section 4. Composition***

- a. The National Board of Directors shall be comprised of two (2) delegates from each Chapter Affiliate organization

#### ***Section 5. Term of Office***

- a. The term of office for the Board of Directors shall be two (2) years

#### ***Section 6. Certification***

- a. Delegates to the Board of Directors must be certified by the President of each member organization in writing. Said certification to be forwarded to the Information Officer who will certify the delegate list for the National and forward same to the Treasurer one (1) month prior to the meeting of the National Board of Directors

#### ***Section 7. Delegates Holding National Office***

- a. When a delegate becomes Chairperson of the National organization, his/her organization shall be allowed one (1) additional vote. In such cases, the Chairperson may vote only in the event of a tie.
- b. When a delegate has been elected or appointed to office and his/her organization elects/appoints new delegates, he/she will remain in office until the end of the term, but will have no voting powers in the region. The new delegates will have the two (2) votes in the National

#### ***Section 8. Vacancies***

- a. Vacancies on the Board of Directors shall be filled by the member organization concerned

#### ***Section 9. Immediate Past President***

- a. The immediate Past President of the National shall serve as the Advisor to the incoming President

#### ***Section 10. Conduct of Meeting***

The Chairperson shall officiate at all meetings of the Board of Directors. In the event of absence of the Chairperson, the succession shall fall to the Vice-Chairperson

- a. **Recording of Minutes.** The National Secretary shall record the minutes of all board meetings, or in his/her absence the presiding officer shall appoint a member to act as Secretary
- b. **Succession.** In the event that the National Chairperson and the Vice-Chairperson are incapacitated or otherwise unable to preside over a meeting of the National Board –

Roberts Rules of Order for succession (Secretary, Treasurer) will apply. In the event that neither the Secretary or Treasurer are available, then the meeting will be cancelled.

## **Article VIII. Committees**

The following committees are to be known as standing committees and shall be responsible to the Board of Directors

### ***Section 1. Budget and Finance Committee***

- a. Shall make determination and recommendations for Membership dues
- b. Shall propose a budget in the fall of the preceding year, to be approved by the Board of Directors

### ***Section 2. Conference Committee***

- a. Shall ensure Regional Conferences are conducted in accordance with the conference procedures
- b. Shall review the Conference procedure and propose any changes deemed necessary

### ***Section 3. Education Committee***

- a. Shall prepare a scholarship program for our members, families and friends. To be approved by the Board of Directors

### ***Section 4. Ways and Means Committee***

- a. Shall develop fundraisers for the National

### ***Section 5. Membership Committee***

- a. Shall seek new organizations in keeping with NABLEO objectives

### ***Section 6. Awards Committee***

- a. Shall seek individuals and organizations meeting the award criteria for Regional and National recommendations

### ***Section 7. Nomination/Election Committee***

- a. Shall insure that the organization nomination and elections are conducted in accordance with the election/nomination procedures

### ***Section 8. Duties and Composition of Committees***

- a. The duties of all standing committees shall be certified in writing by the Board of Directors

- b. The standing committees should consists of at least one person from each state in the region, if possible

## **Article IX. Century Club**

National Black Police Association Century Club members that are currently active with an organization affiliated with the National will be recognized at no additional fee or cost

## **Article X. Procedures to Amend the Constitution and By-Laws**

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

- a. These By-Laws may be amended at any regular meeting of the National Association of Black Law Enforcement Officers by a two-thirds (2/3) vote, provided that the amendment has been submitted in writing at the previous regular meeting. A two-thirds vote means at least two-thirds of the votes cast by persons legally entitled to vote excluding blanks or abstention, at a regular or properly called for meeting at which a quorum is present.

### ***Section 2. Format for Amendments***

- a. Amendment (s) to the By-Laws will only be accepted by certified delegates in writing sent to the President or Information Officer and the Chairperson of the Constitution Committee. The form of this written amendment change will be: the present Constitution/By-Law, the proposed change and the reason for the change. The proposed amendment will be put on the floor under the Constitution/By-Laws Committee

### ***Section 3. Notification***

- a. The Constitution/By-Laws Committee will mail out the Amendment information to the organization's President and the two certified delegates within thirty (30) days prior to the Regional meeting in which it will be voted on at the regular meeting in which the voting will take place, the chairperson of the Constitution/By-Law Committee will conduct a reading and debate period on the proposed amendment, as well as the committee's recommendation (s). No member shall speak in debate more than once on the same question on the same day, or longer than two minutes, without permission of the Convention granted by a two-thirds vote without debate.

### ***Section 4. Effective Dates***

- a. An amendment to the By-Laws goes into effect immediately upon its adoption unless the motion to adopt specifies another time for its becoming effective, or the assembly has set such a time by a previously adopted motion.

## **Article XI. Petitioning the National Board**

### ***Section 1. Petitions to National Board***

- a. Any member of the region may petition the National Board of Directors in relation to any violation of the Rules and Regulations of the Regions or violation of any of the Articles of the Constitution and By-Laws of the National Association of Black Law Enforcement Officers, Inc.

## **Article XII. Basic Voting Requirement**

### ***Section 1. Majority Vote***

- a. It means more than half of the votes cast by persons legally entitled to vote, excluding blanks or abstentions, a regular called meeting at which a quorum is present

### ***Section 2. Two-Third Vote***

- a. It means at least two-thirds of the votes cast by persons legally entitled to vote excluding blanks or abstentions, a regular called meeting at which a quorum is present

### ***Section 3. Members Present Vote***

- a. There will not be any Present vote (s)

### ***Section 4. Proxy Vote***

- a. Proxy votes must be in writing either hand delivered by a certified delegate or by mail to the Information Officer. Proxy votes should be specific as to the topic

## **Article XIII. Nominations Committee**

### ***Section 1. Nominations***

- a. At the Spring Meeting of the National Board of Directors prior to the scheduled election or no less than ninety (90) days prior to the scheduled election, the Chairperson of the National Association of Black Law Enforcement Officers, Inc shall appoint a Nomination and Election Committee

### ***Section 2. Appointment of Committee Chair***

- a. The Chairperson of the Executive Committee shall appoint the Chairperson of the Nomination and Election Committee

### ***Section 3. Appointment of Committee Members***

- a. The Committee Chairperson shall select the remaining committee members

#### ***Section 4. Composition of Committee***

- a. The Nominating Committee shall consist of at least one (1) member from each state, if possible

#### ***Section 5. Nomination and Election Committee Qualifications***

- a. Non candidates
- b. Thoroughly familiar with the prescribed electoral process, and
- c. Free of any apparent conflict of interest or association with announced candidates

#### ***Section 6. Vacancies***

- a. The Nominating Committee shall reconvene in the event of a vacancy

#### ***Section 7. Candidacy Announcement***

Any member seeking an elected office must notify the Nomination and Election Committee of intent in writing – in person or by mail. The Nomination and Election Committee shall provide a candidate’s certification form at least forty-five (45) calendar days prior to the scheduled elections.

- a. **Chapter Affiliate Certification Process.** The National Nomination and Election Committee will furnish a Chapter Affiliate Certification form for all announced or nominated candidates for elected office. Upon receipt of the completed Chapter Affiliate Candidates Certification form, the National Nomination and Election Committee will verify the candidates active membership
- b. **National Certification Process.** The National Nomination and Election Committee will furnish all duly elected delegates and alternate delegates to the National Board of Directors, a NABLEO Certification Form (Article VII). Upon receipt of the completed forms, the National Nomination and Election Committee will verify the prospective candidates active membership in a chapter affiliate and that the chapter affiliate’s membership standing
  1. Certifications and profiles will be submitted to the National Nominantion and Election Committee by September 15<sup>th</sup> in the odd calendar year

#### ***Section 8. Letters of Intent***

- a. In the absence of the nominee, the National Nomination and Election Committee Chairperson shall read the Nominee’s Letter of Intention, including his/her biography

#### ***Section 9. Supply of Ballots***

- a. Supply complete election ballots on the Election meeting

## ***Section 10. Official Proxy Voting Authorization Ballots***

The Nomination and Election Committee will supply the official proxy voting authorization ballots

- a. Proxy authorizations must be submitted at least ten (10) days prior to the scheduled election
- b. All proxy authorization voting ballots are to be received in a separate sealed envelope clearly marked official proxy ballot on the outside
- c. Proxy authorization voting ballots are to be mailed thirty (30) days prior to the scheduled election

## ***Section 11. Nomination and Election Committee Report***

The National Nomination and Election Committee will report on the Chapter Affiliate Candidate Profile Form and the NABLEO Certification Forms at least thirty (30) calendar days prior to the scheduled election

- a. Nominations and declarations of candidacy by mail will not be accepted without a Chapter Affiliates Candidate Profile Form and a NABLEO Certification Form being submitted at the time of the nomination and/or declaration
  1. All nominations and declarations must be submitted at least forty-five (45) calendar days prior to the scheduled election
- b. A second endorsement is not required

## ***Section 12. Closing of Nominations***

The nomination process will be closed thirty (30) calendar days prior to the scheduled election

- a. The National Nomination and Election Committee will construct a sample ballot of the certified candidates and mail to the certified voting members within five (5) business days and mail sample ballots to the Chapter Affiliates eligible to vote
  1. Candidates nominated by mail will not appear on the official ballot without certification

## ***Section 13. Write In Candidacy***

Will be disallowed due to the failure to abide within the established candidates certification process.

## **Article XIV. Election Procedures**

### ***Section 1. Election Process***

Each Chapter Affiliate, Executive Committee, and the National Board may elect and/or appoint its officers in a manner consistent with the NABLEO By-Laws. Each elected officer must be certified pursuant to Article VII, Section 2 of the NABLEO By-Laws.

#### **a. Candidate Eligibility**

1. All candidates must be a member in good standing with a chartered Chapter Affiliate
2. Any candidate seeking elected office on the National level must be a member of a chartered Chapter Affiliate in good standing at least two (2) consecutive years immediate to the scheduled elections

#### **b. Exception**

1. Candidates in good standing of a Chapter Affiliate chartered within the two (2) year period are granted eligibility rights and must be in good standing for a minimum of at least one (1) year immediate to the subsequent scheduled election

c. Nominees may run for no more than one elected office at a time

d. Elected officers must resign from their present position before being allowed to run for another office

e. Each nominee shall be given a two minute period to introduce themselves to the membership. In the absence of the nominee their bibliography will be read by the Chairperson of the Nominating Committee

f. Voting shall be by secret ballot

### ***Section 2. Conducting The Elections***

The Nomination and Election Committee Chairperson will declare all elected officers vacated. The Nomination and Election Committee Chairperson will become the ex-officio presiding officer of the Corporation (for the express purpose of conducting the election). The ex-officio's term of office shall end immediately the election is conducted and votes validated.

a. **Quorum.** Fifty percent (50%) plus one (1) of certified voting members would constitute a quorum

1. When a quorum has been determined and the certified voting members seated, the polling place will be sealed

- b. **Decorum.** Only seated certified voting members and the Nomination and Election Committee will be permitted to entertain motions, vote, and speak during the electoral process
- c. **Ballots.** The official voting ballot will be the only voting instrument
- d. **Distribution of Ballots.** The official ballot will be distributed by the Nomination and Election Committee to the certified voting members in a manner to insure fairness and secrecy
- e. **Casting of Ballots.** Each certified voting delegate will cast his/her vote by marking the appropriate box next to the candidate's name
  - 1. Should a voting member make an error in his or her ballot selection, of a candidate and wishes to select another candidate, a second mark will be made in the alternate choice box, circled by the voting member
  - 2. Failure to follow subsection (e)(1) will result in the vote for the alternate candidate to be voided
  - 3. The voting member will fold his/her ballot once
- f. **Collection and Tabulation of Ballots.** The Chairperson of the Nomination and Election Committee will close the polls only after insuring that all voting members have had a reasonable time period to cast their ballots
  - 1. The Nomination and Election Committee will tabulate the ballots in the presence of the voting assembly. The Nomination and Election Committee will be the sole determining factor regarding the validity of each ballot cast
- g. **Majority Vote.** A majority vote fifty percent (50%0 votes plus one (1) vote of the votes cast ignoring invalidated ballots will be sufficient to elect a candidate to office
  - 1. In the event that a candidate does not receive a majority vote, a run-off election will be held between the two candidates receiving the most votes until a majority is secured
- h. **Proxy Voting.** The Nomination and Election Committee will supply the official proxy voting authorization ballots. Notarized proxies shall be accepted and received ten (10) days prior to the start of the general business meeting or ten (10) days prior to the scheduled election and shall be sent to the Chairperson of the Nomination and Election Committee.
  - 1. Proxy authorization form will be mailed with the sample ballot to all voting certified delegates in good standing

2. In the event of extreme emergency, the Nomination and Election Committee may waive subsection (e) (1) requirement and accept a notarized proxy presented by a certified voting delegate. The notarized proxy must be presented on the first day of the conference in which the election is scheduled
  3. No voting member may hold more than one (1) proxy
  4. A proxy is voided if the member giving authorization is present, not in good standing, or cannot be reached by the Nomination and Election Committee
- i. **Election Results.** The Nomination and Election Committee will cause to be published the final election tabulation within ten (10) business days to the presiding officer-elect.
1. The Nomination and Election Committee will seal the ballots and surrender the package to the National Secretary for the corporations official minutes recording and filings within ten (10) business days for the corporations archives
  2. The sealing of the ballots will constitute the finality of the electoral process
  3. Election ballots will be retained for seven (7) years in the corporations archives
- j. **Election Challenges.** Challenges to the sealing of the ballots or the validation of any election require:
1. A voting member may challenge a election prior to the sealing of the ballot. The voting member must indicate the reason for the challenge. The Nomination and Election Committee Chairperson shall rule on the challenge before the assembly and include this ruling and any subsequent actions in the formal report
  2. A member in good standing who voted or who authorized a proxy may file a formal written challenge within two (2) business days detailing the specific violations of the bylaws and this policy
  3. Review by the National Board of Directors
- k. **Administrative Reviews.** The affected governing body should review any election challenges and document its findings before an appeal to the National Board of Directors
1. A recall of any election will require a two-thirds (2/3) vote of the next meeting of the National Board of Directors

### ***Section 3. Voting Certification***

- a. The Nomination and Election Committee shall determine the certification of voting delegates and chapter affiliates

1. Any chartered chapter affiliate found to be in arrears in dues and assessments ninety (90) days immediate to the scheduled election shall be deemed not in good standing

#### ***Section 4. Succession***

The National Chairperson and the Vice-Chairperson may succeed himself or herself no more than two (2) terms totaling no more than four (4) years

### **Article XV. Exemption Requirements**

#### ***Section 1. Net Earnings***

- a. No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, trustees, officers or other private persons, except that organizations shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose set forth in the purpose clause thereof

#### ***Section 2. Propaganda and Influencing Legislation***

- a. No substantial part of the activities of the corporation shall constitute the carrying on of propaganda or otherwise attempting to influence legislation, or any initiative or referendum before the public, and the corporation shall not participate in, or intervene in (including by publication or by distribution of statements) any political campaign on behalf of, or in opposition to any candidate for public office

#### ***Section 3. Compliances***

- a. Notwithstanding any other provisions of this document, the organization shall not carry on any other activities not permitted to be carried on by an organization exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code or corresponding section of any future tax code, or by an organization, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future tax code.

### **Article XVI. Personal Liability**

#### ***Section 1. Liability of Officers***

- a. No member, officer, or director of this corporation shall be permanently liable for the debts or obligations of this corporation of any nature whatsoever, nor shall any of the property of the members be subject to the payment of the debts for the obligations of this corporation.

## **Article XVII. Duration/Dissolution**

### ***Section 1. Duration***

- a. The duration of the corporate existence shall be perpetual until dissolution

### ***Section 2. Dissolution***

- a. Upon the dissolution of the organization assets of the corporation shall be disbursed for one or more exempt purposes within the meaning of Section 501 (c) 3 of the Internal Revenue Code or corresponding section of any future tax code, or shall be distributed to the federal government or to a state or local government, for a public purpose

## **Article XVIII. General Provisions**

### ***Section 1. General Provisions – Compensation***

- a. No member, or committee member or officer of the corporation shall receive compensation for his or her service as such, except as otherwise specifically provided for herein or allowed by Federal, State or local law regulations

### ***Section 2. Fiscal Year***

- a. The fiscal year of the corporation shall begin on the first day of January and terminate on the 31<sup>st</sup> day of December in each calendar year unless fixed otherwise by resolution of the National Board of Directors

### ***Section 3. Corporate Funds***

- a. Funds of the corporation shall be disbursed in accordance with such resolutions as the Board of Directors may from time to time adopt, provided that any expenditure require the signature of the Treasurer and Financial Secretary. In the unavailability of either the Treasurer or the Financial Secretary, the President is an authorized signatory.

### ***Section 4. Non-Discrimination***

- a. The corporation in all its policies shall conform with all applicable federal, state and municipal laws, regulations and ordinances with respect to non-discrimination on the basis of race, creed, color, national origin, religion, sex or physical capabilities.

### ***Section 5. Authority***

- a. Roberts Rules of Order (latest version) shall govern the meetings of all chapters, the National Board of Directors and committees of this corporation in all cases to which they are applicable and to which they are not inconsistent with these by-laws.

## **Article XIX. The Corporate Seal and Registered Trademark**

### ***Section 1. Corporate Seal***

- a. A corporate seal shall be established, inscribed thereon shall be the name of the corporation, the founding year, and the state of Incorporation

### ***Section 2. Registered Trademark***

- a. The corporation's registered trademark shall be established. A round emblem inscribed thereon shall be the name of the corporation encompassing a shield with two (2) Scales of Justice in counterbalance surrounding the continent of Africa.



- b. The corporation's registered trademark shall be established. A round emblem inscribed thereon shall be the name of the corporation encompassing a shield with two (2) Scales of Justice in counterbalance surrounding the continent of Africa

### ***Section 3. Authority To Use***

- a. The corporation maintains the sole and exclusive use of the corporate seal and registered trademark. The corporate seal and registered trademark will be used to designate ownership and proprietorship when stamped, engraved, screened, etched, blown, impressed or otherwise produced on any item for distribution, sale or re-sale. No person, corporation or otherwise, other than the Board of Directors of the corporation or by written consent of the Board of Directors may use or display the corporate seal or registered trademark of the corporation.
- b. NABLEO and Chapter Affiliates may use the corporate seal and registered trademark under the following conditions
  - 1. Only after notifying the President and Executive Board in writing of the intended use and providing an example upon request
  - 2. Seal and trademark are affixed to official correspondence and resolutions
  - 3. Seal and trademark are used in conjunction with Chapter Affiliate designation on promotional items

#### ***Section 4. Unlawful Use or Display***

- a. Every person whether in his/her individual capacity or as an officer, agent or receiver of the corporation, who shall willfully use or display the corporate seal and/or trademark as a genuine label, trademark, design, device imprint, or form of advertisement, or name of any such person, association or union, incorporated or unincorporated, not being authorized by the Board of Directors of the Corporation to use or display the same, or shall assist, and, countenance or knowingly permit the use of the same, not being authorized to use same shall be subjected to membership termination and/or prosecution for infringements including pecuniary and punitive losses of the corporation as statutory laws permit.

#### ***Section 5. Holder of Corporation Seal and Registered Trademark***

- a. The Corporate Secretary shall be the holder of the corporate seal and trademark
- b. The Corporate Secretary shall be authorized to affix the corporate seal and/or registered trademark to all corporate documents
- c. The Corporate Secretary will maintain all records of all Board of Directors authorizations in the use of the corporate seal and the registered trademark.

## Article XX. Ratification

Section 1. Upon presentment of a Motion to Ratify the NABLEO Constitution as amended November 3, 2007, a plurality vote of the Board of Directors, comprising a two-thirds majority of eligible voting members, hereby ratifies the constitution.

Section 2. Ratification of the constitution shall be, and is, effective as of April 26, 2008.

Section 3. The voting members of the Board of Directors present and voting on this issue, herein affix their signatures.

s/Charles P. Wilson

**RIMPA**

s/Daryl K. Roberts

**HARTFORD GUARDIANS INC**

s/Frances Dubose Watson

**HARTFORD GUARDIANS INC**

s/Linda Pace

**GUARDIAN CIVIC LEAGUE INC**

s/Crystal Williams

**GUARDIAN CIVIC LEAGUE INC**

s/Gwendolyn Brown

**MAMLEO**

s/Leonard W. Randolph

**MEN & WOMEN FOR JUSTICE INC (NJ)**

s/Stuart Barksdale

**YONKERS GUARDIANS ASSOC**

s/Kenneth L. Johnson

**PLAINFIELD AREA EBONY POLICE ASSOC**

s/Vincent Tilson

**YONKERS GUARDIANS ASSOC**

s/Reginald Merritt Sr

**FAAPO INC**

s/Craig Rogers

**FAAPO INC**

s/Litoria Wright

**JUSTICE & EQUALITY**

s/John Jewell

**BRONZE SHIELDS**

s/Cynthia J. Hood

**WESTCHESTER-ROCKLAND GUARDIANS**

s/Sally Thomason

**MEN & WOMEN FOR JUSTICE INC (NJ)**

s/Norman Downes

**WESTCHESTER-ROCKLAND GUARDIANS**

s/Billy Mahoney

**COPS & CITIZENS FOR JUSTICE**

s/Hubert C. Smith

**NORWALK GUARDIANS ASSOCIATION**

s/Rochelle Bilal

**COPS & CITIZENS FOR JUSTICE**

s/Steve McMorris

**NEW HAVEN GUARDIANS INC**

## **Amendments**

Amendments to this constitution are included in this section, in ascending order, by date approved.