

COLORADO CHAPTER
S.P.A.A.M.F.A.
APPROVED 3 DECEMBER 2009

ARTICLE I: Name

1. The name of this organization shall be THE COLORADO CHAPTER OF THE SOCIETY FOR THE PRESERVATION AND APPRECIATION OF ANTIQUE MOTOR FIRE APPARATUS IN AMERICA, also known as MILE HIGH HOOK AND LADDER.

ARTICLE II: Purpose

1. To establish, develop, and maintain a center to be operated for public, educational, scientific, historic and fraternal purposes, including the development of an appreciation of the place of fire apparatus, fire fighting equipment and memorabilia in the history of America.
2. To support the hobby of fire buffing in all its aspects, while maintaining the highest standards of conduct.
3. To acquire, own or lease such real and personal property as may be necessary and proper for carrying out any or all of the foregoing purposes and to enter into and execute such leases, contracts, agreement or other instruments as may be required in respect to such property.
4. No constitutional provision, by-law, or activity of this Chapter is intended to be inconsistent or incompatible with the National Organization's constitution, by-laws, or policies.

ARTICLE III: Membership

1. Active membership: To maintain an active membership, a member must:
 - A. Pay dues no later than the first meeting in March.
 - B. Attend a minimum of five (5) club activities per year, three (3) of which must be business meetings.
 - C. Follow the rules of conduct as set forth in these by-laws.
2. Inactive membership: To maintain an inactive membership, a member must:
 - A. Pay dues no later than the first meeting in March. New members pay dues within 90 days of

joining

B. Follow the rules of conduct as set forth in these by-laws.

C. Inactive members shall not have voting rights, nor be allowed to purchase club logo items.

3. New Candidates: New candidates shall fulfill all requirements as set forth in these by-laws:

A. Complete a probation period of at least one (1) year from date of application.

B. Can be eliminated from consideration for any membership anytime during the probation period by secret ballot of the majority of active members present at a regular or special called business meeting. The rejected candidate may not be reconsidered for reapplication for 24 months following rejection. No more than two applications for membership will be accepted from any candidate.

ARTICLE IV: General rules of conduct

1. All members shall be treated with respect and courtesy at all times.

2. The club shall not discriminate against anyone because of race, gender, creed, ethnic origin, or physical disabilities.

3. Anyone convicted of a felony shall not be a member of this organization. Anyone convicted of a felony while a member shall immediately forfeit membership.

4. Any member charged with a felony shall be suspended until a determination of guilt or innocence is obtained.

5. Members shall not attend any club sponsored activity under the influence of drugs and/or alcohol, or consume same at any activity.

6. Members shall not falsely misrepresent themselves as having official status of any kind in any jurisdiction.

7. Members are encouraged to wear a club or muster shirt to club sponsored public activities. But this is not a condition of participation.

8. Members shall not physically, verbally, or sexually abuse or harass any club member or member of the public.

9. Members shall conduct themselves in a manner befitting their status as member of this organization.

ARTICLE V: OFFICERS

All offices will be filled by election no later than the February business meeting. All terms of office are for one year. Any position vacated during the year will be filled by election at next business or emergency meeting unless stated otherwise in these rules. An emergency meeting may be called by any officer for the sole purpose to resolve a situation that cannot await a regular meeting.

1. **PRESIDENT:** The duties of this office are as follows:

- A. Overall head of organization
- B. Preside over meetings.
- C. Appoint committees.
- D. Enforce bylaws.
- E. Countersign all payments over \$500

2. **1st VICE PRESIDENT:** The duties of this office are as follows:

- A. Assume the duties of President in his or her absence.
- B. Head all committees as assigned by President.

3. **SECRETARY/TREASURER:** The duties of this office are as follows:

- A. Insure all monies are collected and dispersed in a sound financial manner.
- B. Keep accurate records, give financial report at each business meeting.
- C. Forward financial report to President or his representative if unable to attend meeting.
- D. Pay all club bills in a timely manner.
- E. Notify all members of pending dues collection.
- F. Collect all dues.
- G. Sign all checks under \$500 and counter sign all checks over \$500.
- H. Take roll at all club functions.
- I. Take minutes of all business meetings.
- J. Maintain contact with National Headquarters.
- K. Prepare annual report to National Headquarters.
- L. Complete duties as assigned.
- M. Prepare and maintain a current roster of membership.

4. MEMBERSHIP CHAIRPERSON: The duties of this office are as follows:

- A. Maintain a call list of all members.
- B. Insure notification of all active members of pending meetings and activities.
- C. Maintain contact with new and prospective members.
- D. Introduce and welcome new and prospective members.
- E. Assign sponsors to new members.

5. HISTORIAN: The duties of this office are as follows.

- A. Collect for and maintain the club archives.

6. MUSTER CHAIRPERSON:

- A. Direct and oversee the planning and execution of all phases of the fire muster.
- B. Report the status of the fire muster to the membership at each business meeting.
- C. Appoint committees for the muster and delegate duties as needed.
- D. Conduct a critique of the muster within 30 days of completion.

7. MUSTER VICE CHAIRPERSON:

- A. Assist Muster chairperson in all aspects of the muster.
- B. Assume duties of the chairperson in his or her absence.
- C. Assume duties of the Chairperson in the event of a resignation, with less than 90 days left before the fire muster.

8. MUSTER SAFETY OFFICER

A.Purpose: To provide a safe environment for participants and attendees of musters and special events.

Note: Review safety items listed in Muster rules and special events

B.The Muster Safety Officer or their Designee shall have the authority develop plans and guides for musters and or special events.

C. The Safety Officer shall have the authority to act on or enforce Club or National Association Safety rules.

D. The Safety Officer will act on behalf of the Chapter at sanctioned events, ensure that all associated safety rules and guidelines are adhered to by Club members.

ARTICLE VI: ELECTIONS & TERMS

1. ELECTION PROCESS

- A. Election of officers shall take place during the first business meeting in February.

- B. Nominations will be confined to active members only. Inactive and/ or probationary members are not eligible for office.
- C. All nominations must be with the full knowledge and acceptance of the nominee.
- D. All nominations must have a second.
- E. Elections may take place with a secret ballot.
- F. Each office shall be filled by separate ballot.
- G. All terms of office shall be for the period of one (1) year.
- H. Terms of office begin immediately after election.
- I. All financial books shall be reviewed prior to new Treasurer taking responsibility
- J. Financial books shall be reviewed by outgoing and incoming Presidents and Treasurers.

ARTICLE VII: SAFETY

The intent of this organization is that all members shall conduct themselves and all club activities, and or equipment in a safe and courteous manner at all times.

1. APPARATUS SAFETY:

- A. All safety equipment installed on unit (Brakes, Lights, Turn signals, Seatbelts. Etc.) shall be maintained in an operable condition.
- B. All units shall be equipped with an operating fire extinguisher, minimum size being 2BC, front wheel chocks appropriate for the truck, and battery cut-off switch.
- C. All operators shall be familiar with the operation and limitations of the unit. (Steering Aerial equipment, Pumps, Braking, Etc.) Operators must remain aware that units not of modern design have special operating requirements, and must be used with the greatest care and caution.
- D. Have proof of insurance certificate on the vehicle.
- E. Follow National SPAAMFAA safety rules.

ARTICLE VIII: AMENDMENTS

This constitution and by-laws may be amended at any meeting by two-thirds (66%) vote of the active members present, provided the proposed amendment shall have been submitted in writing at a previous meeting and notice then given when the same would be called up for action

ARTICLE IX: DISSOLUTION

1. This organization may be dissolved only on the affirmative vote of a majority of the active membership by written ballots. In the event of such dissolution, all outstanding indebtedness shall be paid in a manner to be determined by the Board of Directors. In the event assets, including real and personal property, shall remain after the payment of indebtedness as herein provided, said assets shall be distributed to one or more organizations exempt under the United States Internal Revenue Code of 1986, Section 501 (c) 3, or to a museum, in a manner to be determined by the Board.