

FRATERNAL ORDER OF POLICE

WALTER F. STATHERS

MEMORIAL LODGE NUMBER SEVEN

CORAL GABLES, FLORIDA

CONSTITUTION AND BY - LAWS

REVISED EFFECTIVE 01/01/2017

REVISED: 07/21/2004

LAST REVISED: 12/16/2009

TABLE OF CONTENTS

**

Preamble Preface

Page # 3

ARTICLE	CONSTITUTION	
1	Name	4
2	Definitions	5
3	Character	6
4	Objects and Purposes	7
5	Membership	8-9
6	Officers	10
7	President	11
8	Immediate Past President	12
9	Vice-President	13
10	Secretary	14
11	Treasurer	15
12	Guards	16
13	Chaplain	17
14	State Trustee	18
15	Discipline	19
16	Associate Lodge	20
17	Parliamentarian/Procedure	21
18	Election of Stewards & Duties	22
19	Constitutional Amendments	23
20	Dues. Per Capita, Assessments	24
21	Legal Aid	25

BY-LAWS (page 26)

1	Sessions	26
2	Nominations & Qualifications for Office	27
3	Election of Officers	28
4	Installation of Officers	29
5	Organization and Committees	30-33
6	Duties of Delegates and Expenses	34
7	Dues	35
8	Assessments	36
9	Use/Display of Emblem	37
10	State and Local Matters	38
11	Solicitations	39
12	Annual Budget	40
13	Vacancies	41
14	Forfeiture of Office	42
15	Impeachment	43
16	Suspension	44
17	Expulsion	45
18	Amendments	46
19	Fidelity Bond/ Insurance	47
**	Attest	48

PREAMBLE

We, the members of Coral Gables Fraternal Order of Police, Walter F. Stathers Memorial Lodge #7 do hereby agree:

To support and defend the Constitution of the United States and the State of Florida; to inculcate loyalty and allegiance to the United States of America; to promote and foster the impartial enforcement of law and order; to improve the individual and collective proficiency of our members in the performance of their duties; to encourage fraternal, education, charitable and social activities among all law enforcement officers; to advocate and strive for uniform application of the civil service merit system for appointment and promotion; to support the improvement of the standard of living and working condition of the law enforcement profession through every legal and ethical means available; to create and maintain a tradition of esprit de corps insuring fidelity to duty under all conditions and circumstances; to cultivate a spirit of fraternalism and mutual helpfulness among our members and the people we serve; to increase the efficiency of the law enforcement profession and thus more firmly to establish the confidence of the public in the service that is dedicated to the protection of life and property.

PREFACE

All terms used herein to denominate gender shall be generic and whenever appropriate, the singular shall include the plural and the plural shall include the singular.

CONSTITUTION

ARTICLE 1

NAME

- Section 1** This organization shall be known as the Coral Gables Walter F. Stathers Memorial Lodge #7. Fraternal Order of Police, and is hereinafter referred to as the "Lodge".
- Section 2** The Florida State Trustee shall police the trademark of the Order.
- Section 3** The Lodge, by virtue of its affiliation with the Grand Lodge and the State Lodge, shall have the right to use the name, insignia, emblem and mark, trademark or service mark of the Fraternal Order of Police in order to signify or demote their affiliation therewith. In the case of Prospective for profit use of the name, insignia, emblem or mark, trademark, service mark of the Fraternal Order of Police, or such other use that may place such state of subordinate lodge in competition with the lodge, such permission may be withheld by the National Board of Trustees.

ARTICLE 2

DEFINITIONS

Section 1 As used herein, the following terms, phrases or words shall be defined as follows:

- A. "Elected/Appointed Law Enforcement Officer" shall mean for purposes hereof any law enforcement officer who meets the qualification in this Constitution or who by law is exempted from meeting the minimum training standards.
- B. "Full – time employed" shall mean law enforcement officers that are engaged in such employment as their full – time occupation.
- C. "Good Cause" shall mean nonfeasance, malfeasance, dishonesty, or refusal to carry out the will of the Executive Board or the Membership.
- D. "Jurisdiction" shall be the territorial range of authority or control, where the lodge is located. Disputes over jurisdiction concerning membership and solicitation shall be settled by District 6. All decisions may be appealed to the State and the National Lodge.
- E. "Active Member in good standing" in respect to the Lodge, shall mean a member who fulfilled all requirements of membership in good standing in this Lodge and for whom appropriate per capita tax has been paid to the State and Grand Lodge.
- F. The "Executive Board" and the "Board of Directors" shall refer to the collective body consisting of the President, Immediate Past President, each of the Active Past Presidents, the Vice President, the Secretary, the Treasurer, the Inner and Outer Guards, the Chaplain and the State Trustee. Any member of this lodge that is elected to either the District, State or National Board would also be part of the Executive Board.
- G. "Past President" shall be defined as any person elected to the office of President by the membership and who served not less than one (1) full term and was not removed from office.
- H. "Regularly appointed law enforcement officers" shall mean, for purposes hereof, any law enforcement officer who meets the minimum standards, has received the training and education subdivision or agency by which they are employed or appointed. And is granted arrest powers.
- I. "Bargaining Unit Members" shall mean all members of the Lodge that are covered under Bargaining Agreements with the City Employees Relations Commission (P.E.R.C.)

ARTICLE 3

CHARACTER

- Section 1** The Lodge is an organization consisting of professional full – time law enforcement officers.
- Section 2** The Lodge is fraternal organization composed of professional law enforcement personnel who have joined together for their common good.
- Section 3** The Lodge, shall not strike or by concerted action cause a cessation of the performance of police duties, or induce other members or lodges to do likewise.
- Section 4** This Constitution shall be the fundamental law of the Order and, with the Rituals adopted and such By – Laws as may be adopted from time to time, shall govern the conduct of the Lodge and all its members.
- Section 5** There shall be By – Laws which shall govern the day to day operation and administration of the Lodge. The By – Laws of the Order may be promulgated, amended, or revised by a vote of two – thirds (2/3) of the membership voting at a General meeting.

ARTICLE 4

OBJECTS AND PURPOSES

Section 1

- A. This organization is formed for the purpose of bettering existing conditions of Law Enforcement by solidifying their unity and promoting their mutual welfare in this State and nationally through our affiliation with the National Order.
- B. This organization shall have for its object; the mutual welfare of all police officers and the promotion of fraternal, friendly, charitable and social relations among its members, as well as the promotion of confidence, cooperation and harmony among the general public and all public officials; and to support and defend the Constitutions of the United States and the State of Florida; to promote and foster the impartial enforcement of law and order; to improve the individual proficiency of its members in the performance of their duties; to encourage social, charitable and educational activities among all law enforcement officers; to create a tradition of "Esprit de Corps" insuring fidelity to duty under all conditions and circumstances; and to increase the efficiency the efficiency of the police profession and thus firmly establish the confidence of the public in the service that is dedicated to the protection of life and property.

Section 2 It shall be the duty of this organization to be always on the alert at all sessions of the City and County Commissions and the Florida Legislature to promote the interest of law enforcement officers, and work for the passage of laws of benefit to law enforcement.

Section 3 It shall be the duty of this organization to see that all laws protecting law enforcement officers are upheld

Section 4 The Lodge Officers shall have the power to act in all matters pertaining to the welfare of this organization.

Section 5 The Lodge advocates pensions for law enforcement officers and will continue to work for the establishment of better pensions or relief for the law enforcement officers.

Section 6 The Lodge is an organization of law enforcement officers sworn to enforce the law under all circumstances.

Section 7 The Lodge, being recognized by the Florida Public Employees Relation Commission, is the Bargaining Agent for all terms and conditions of employment for those members covered under the Bargaining Agreement.

ARTICLE 5

MEMBERSHIP

Section 1 Any regularly appointed or elected and full time employed law enforcement officer of the United States, any state or political subdivision thereof, or any agency may be eligible for membership in the Fraternal Order of Police, subject to provisions of this Constitution. No person shall be denied membership on account of race, religion, color, creed, gender, or age or national origin.

- A. Membership in Coral Gables Lodge #7 is restricted to those Law Enforcement Officers who: are active or retired Police Officers of the Coral Gables Police Department; are active Police Officers employed in Dade County employed by an agency other than Coral Gables Police Department; or a Police Officer retired from an agency other than Coral Gables Police Department whose residence is within Dade County.

Section 2 Subject only to the provisions of this Constitution, this lodge shall be the judge of its membership. This lodge shall establish requirements for membership. In good standing of its respective membership, which requirements shall not be inconsistent herewith. Application for membership shall be in accordance with the By Laws. The members present at a local meeting in which a membership application is presented for approval may grant or deny membership.

Section 3 There shall be two (2) classes of membership Active and Honorary.

A. Active Membership

1. Shall include regularly appointed or elected full-time law enforcement officers.
2. Shall include retired regularly appointed or elected law enforcement officers who have remained in good standing with their state and subordinate lodges after retirement from their law enforcement agency. In good standing, shall mean a member who fulfilled all requirements of membership in good standing in his respective subordinate and state lodges and for whom appropriate per capita tax has been paid to the Grand Lodge. May include subject to approval of the state and subordinate lodges, regularly appointed or elected law enforcement officers who have resigned from their law enforcement duties and who have remained in good standing with their state and subordinate lodges.
3. Only Active members, as herein defined, shall have voice and vote.

- B. Honorary Membership shall be comprised of individuals recognized by the Grand Lodge, state lodge or subordinate lodges for exceptional service or contributions to the nation, the state, political subdivision, the law enforcement community or the Fraternal Order of Police.

Section 4 No person shall be a member of more than one subordinate lodge at the same time nor shall any member who is delinquent or who has been suspended by a subordinate lodge for any reason, be eligible for membership in this lodge until such suspension has been lifted.

Section 5 The Fraternal Order of Police may deny membership to anyone who is, or has been, a member of any organization regardless of what name, which advocates the abolition, destruction or violent overthrow of the government of the United States or any state or political subdivision thereof.

Section 6 Any active member may be granted a transfer from one subordinate lodge to another provided that he or she is in good standing, both subordinate lodges agree to the transfer and the member cannot be active within his or her own law enforcement agency's lodge because of collective bargaining law restrictions or geographical location.

Section 7 Specifically excluded are private security guards, special police, members of profit making security and correctional organizations, auxiliary or reserve police.

Section 8 No person at any time shall be a member of the auxiliary or associate lodge when they qualify for membership in the Fraternal Order of Police.

ARTICLE 6

OFFICERS

- Section 1** The "officers" of the Lodge shall consist of a President, Immediate Past President, Vice President, Secretary, Treasurer, Inner Guard, Outer Guard, Chaplain and State Trustee.
- Section 2** The "Executive Board" shall consist of a President, Immediate Past President, all Active Past Presidents, Vice President, Secretary, Treasurer, Inner Guard, Outer Guard, Chaplain, State Trustee, and any District, State or National Officer elected from this Lodge.
- Section 3** The "Executive" Board shall have the authority to exercise all administrative powers of the Order during the periods between meetings. It shall have the power to act in all emergencies pertaining to the welfare of this Lodge and its members.
- Section 4** The "Officers" of the Lodge shall be elected for a term of two years and shall serve until their successors are elected, qualified and installed.
- Section 5** By virtue of their office, the President, Vice President, Secretary and State Trustee shall be the Lodge delegates to the Biennial Conference of the Grand Lodge, and the Annual Conference of the Florida State Lodge, Fraternal Order of Police.

ARTICLE 7

PRESIDENT

- Section 1** The President shall be the Chief Executive Officer of the Lodge. He shall preside at all meetings of the Lodge. He shall have general management of the business of the Order and shall see that all orders and resolutions of the Board of Directors and the membership are carried into effect.
- Section 2** He shall execute any and all contracts that may be authorized by the Board of Directors and/or the membership.
- Section 3** He shall be ex-officio member of all Standing Committees.
- Section 4** He shall have the power, with the advice and consent of the membership, to appoint the majority of all Standing and Special Committees.
- Section 5** He shall have the power to call a special meeting of the membership whenever an emergency arises or upon the petition of a majority of the members of the Board of Directors.
- Section 6** He shall at each meeting report on the business transacted by him together with such recommendations as he may deem advisable.
- Section 7** He shall convey to his successor all unfinished business of the Lodge.
- Section 8** He shall attest to all warrants or vouchers drawn on any fund of the Lodge before payment by the Treasurer.
- Section 9** His duties are to preside at all sessions; to maintain strict compliance to the Constitution and By Laws; to enforce decorum among the members; to state and put to vote all questions which are regularly moved or necessarily arise in the course of the proceedings and announce the result of the vote; to vote in all cases where the assembly is equally divided on a question, or at elections; to be a member ex-officio of all committees; to have the power to appoint all officers pro tem in the event of absences; to have the power to call special sessions when deemed necessary or upon proper petition by the membership as provided by the By-Laws; to convey to his or her successor all unfinished business of the Lodge. The President shall also have the power to recommend to the Executive Board to suspend, expel or discipline any member for not complying with the Constitution and By-Laws of the National, State or Local Lodge, or for not paying the prescribed dues, or for any conduct unbecoming a member of the Fraternal Order of Police.

ARTICLE 8

IMMEDIATE PAST PRESIDENT

The immediate Past President shall attend all meetings of Board of Directors and shall assist and advise the President and other officers of the Lodge. He shall execute such arrangements or orders as may be issued by the President or the Board of Directors.

COPY #216

ARTICLE 9

VICE PRESIDENT

Section 1 **Duties of the Vice President –**

The Vice President shall;

- (a) Assist the President in the performance of his duties and, in the absence of the President, shall exercise the powers and the duties of that office.
- (b) Have the power, with the advice and consent of the membership to appoint the minority of all Standing and Special Committees.
- (c) Perform such other duties as may be ordered by the President or the Board of Directors.

ARTICLE 10

SECRETARY

- Section 1** The Secretary shall have custody of the books, records, documents, the seal of the Lodge and office paraphernalia and equipment, under the general orders of the President and the Board of Directors.
- Section 2** The secretary shall keep a record of the minutes of all Lodge meetings, and shall submit the same for approval, alteration or rejection at the next general meeting.
- Section 3** The secretary shall conduct general correspondence of the Lodge.
- Section 4** The secretary shall attest, under the seal of the Lodge, all duly authorized contracts of the Lodge.
- Section 5** The secretary shall be the official custodian of the Constitution and By-Laws of the Lodge, which shall be authenticated by the seal of the Lodge and the signature of the President and Secretary. The secretary shall keep a record of the official amendments to the Constitution and By-Laws adopted by the Lodge and shall cause them to be properly inserted therein.
- Section 6** The secretary shall handle the membership roster and prepare the necessary Per Capita tax and assessments forms due the Grand Lodge and the State Lodge.
- Section 7** The secretary shall perform such other duties as are usual and incidental to the Office of Secretary.
- Section 8** At the expiration of the Secretary's term of office, the Secretary shall deliver to the successor the seal of the Lodge and all books, documents, records, funds, supplies, equipment, paraphernalia, etc. and shall require and receive a receipt for same.

ARTICLE 11

TREASURER

- Section 1** The Treasurer shall be the custodian of the funds of the Lodge.
- Section 2** The Treasurer shall sign all checks, duly authorized for disbursement of funds.
- Section 3** The Treasurer shall keep an itemized record of all receipts and disbursements.
- Section 4** The Treasurer shall deposit all funds collected in a bank approved by the Board of Directors and shall maintain direct control over all bank accounts involving the Lodge. He shall retain in his office a contingency fund of not more than \$100.00 for the purpose of paying emergency current expenses.
- Section 5** The Treasurer shall set up special accounts for special funds, and allocate to each, respectively, the amount allocated or:
- Section 6** The Treasurer shall perform such other duties as are usual and incidental to the office.
- Section 7** The Treasurer shall give a complete report of all receipts and disbursements of all Lodge funds at each Lodge meeting and shall provide a profit or loss statement and a balance sheet at the end of each quarter.
- Section 8** The Treasurer shall collect all revenue derived from contractual terms set forth for the promotion of the Lodge, and shall deposit all funds into the Lodge General or Savings Funds.
- Section 9** The Treasurer shall prepare a report of all credits and disbursements pertaining to Lodge funds, and shall submit a copy of such report a minimum of ten (10) days prior to any meeting.
- Section 10** At the expiration of the term of office, the Treasurer shall deliver to the successor all books, documents, records, funds, supplies, equipment, paraphernalia, etc., and shall require and receive a receipt therefore.
- Section 11** In the event the Treasurer becomes unable to perform the functions temporarily, the Lodge Vice President shall assume these functions until such time as the Treasurer can resume the duties or a new Treasurer is appointed in accordance with these Constitution and By-Laws.
- Section 12** The Treasurer shall provide and maintain a supply and a record of pre-numbered, triplicate expense vouchers accounting for these vouchers at each Lodge meeting.

ARTICLE 12

GUARDS

The Guards shall have charge and control of the meeting room. They shall permit only qualified persons to enter or to remain. They shall assist the President in the execution of such duties as the President may order.

COPY #216

ARTICLE 13

CHAPLAIN.

The Chaplain shall open each Lodge meeting with a prayer. The Chaplain shall close each Lodge meeting with a prayer. He shall be responsible for reporting all members in "Sick and or Distress" and shall assist the President at the funeral of deceased members. The Chaplain shall also assist in coordinating the Lodge Memorial Events.

COPY #216

ARTICLE 14

STATE TRUSTEE

Section 1 The State Trustee shall be the Lodge representative to the Florida State Lodge, Fraternal Order of Police.

Section 2 The State Trustee shall submit a written report to the Lodge President within thirty (30) days following any State or National Board meeting or conference.

COPY #216

ARTICLE 15

DISCIPLINE

Section 1 Disciplinary actions, including but not limited to suspension, impeachment, expulsions and appeals shall be governed by the By-Laws of the Lodge and be in accordance with the State and National Lodge By-Laws. The By-Laws and Constitution of the State and National Lodge regarding discipline will take precedence over the Local Lodge By-Laws.

COPY #216

ARTICLE 16

ASSOCIATE LODGE

- Section 1** This Lodge shall establish and supervise Coral Gables Fraternal Order of Police Associate Lodge #7 A composed of public spirited citizens who are interested in good police organization, the police officers welfare and the Fraternal Order of Police. Associate membership in this Lodge shall be highly selective and only persons of good moral character who are lawfully employed or retired from a regular business or profession and whose associations therein are above reproach may be eligible for membership. They shall not be associated directly or indirectly with any person or persons whose reputation, character or occupation is questionable.
- Section 2** In the organization of this Associate Lodge, it shall not be forgotten that the Coral Gables Walter F. Stathers Memorial Lodge #7 is the parent organization and shall be recognized and respected as such at all times.
- Section 3** Associate members may have voice, if recognized, but shall not have vote or be eligible to any of the secret work of the Fraternal Order of Police active Lodge. Associate members shall be governed by and subject to the Constitution and By-Laws of this Lodge, wherever applicable.
- Section 4** Associate members shall be permitted to adopt a Constitution and By-laws, not in conflict with the local parent Lodge, the Florida State Lodge or the Grand Lodge By-Laws.
- Section 5** The Constitution and By-laws of the Associate Lodge are subject to the approval of the local parent Lodge.
- Section 6** The parent Lodge shall retain the right to suspend or revoke the charter of the Associate Lodge by a membership vote at a regular or special meeting where notice of suspension or revocation has been posted as provided in this Constitution and By-Laws.
- Section 7** The Associate Lodge of Lodge #7 may belong to the Florida State and Lodge Associate Lodge Associate Lodges, if chartered, and pay the per capita as prescribed in their Constitution and By-Laws.

ARTICLE 17

APPOINTMENT OF A PARLIAMENTARIAN AND PARLIAMENTARY PROCEDURE

- Section 1** Except as provided in the Local Lodge, State Lodge and By-Laws, the latest edition of "Roberts Rule of Order" shall govern the conduct and deliberation of this Lodge during meetings.
- Section 2** The Lodge President, with the advice and consent of the Executive Board may appoint a Lodge Parliamentarian.
- Section 3** The Parliamentarian shall rule at the request of the Lodge President, or any member of the Lodge, on all questions of proper procedure. And shall upon a point of order, have the right to call the Lodge President, or any member, out of order upon a violation of the Constitution or By-Laws, or rules of procedure, and shall at all times have in his possession at the regular sessions a copy of ROBERT'S RULES OF ORDER, REVISED and copies of all Local, State and National By-Laws.

ARTICLE 18

ELECTION OF STEWARDS and DUTIES OF A STEWARD

Section 1 The Stewards shall be the primary liaison between the Lodge and the entity for which the Steward was appointed to represent. Each Steward shall seek, and shall be provided with training to assist them in performing their duties.

Section 2

- a. There shall be a pool of Stewards to be appointed by the President with the approval of the Executive Board to represent all FOP bargaining unit members.
- b. The President shall have the responsibility to remove inactive stewards.

Section 3

Duties of the Office of Steward.

- a. Stewards shall attend all regular and special meetings of the lodge.
- b. Stewards shall report the activities of the Lodge to the entity for which the Steward is appointed to represent.
- c. Stewards shall actively solicit the members, and shall convey their suggestions, complaints, and questions about the operation of the Lodge to the Executive Board of the Lodge.
- d. Stewards shall perform those duties normally associated with the duties of a "Union Representative" or "Shop Steward" for the bargaining unit members of the Coral Gables Police Department including, but not limited to, filing grievances or assisting in the filing of grievances, monitoring the progress of grievances and arbitrations, and ensuring that the members rights are not violated during internal investigations and discipline hearings.
- e. Stewards shall maintain a thorough knowledge of the current Bargaining Agreement between the City of Coral Gables and the Lodge, and any Rules, Regulations, Operating Procedures, General Orders, etc. under which the employees of the Coral Gables Police Department are responsible, and any Rules, Regulation, Operating Procedures, General Orders, etc. under which the employees of the Coral Gables Police Department are responsible, and especially the Grievance Procedures, as well as familiarizing themselves with the current laws and tactics regarding employee representations.
- f. Stewards will notify the President of any Internal Affairs representations that the steward attends prior to the representation.

ARTICLE 19

CONSTITUTIONAL AMENDMENTS

- Section 1** All proposed amendments shall be submitted in writing by any two (2) members in good standing, or the Constitution and By-Laws Committee or the Executive Board. A proposed amendment shall contain the precise language of the proposed amendment, specifically setting forth language to be added, deleted and/or revised, and shall identify each and every Article and Section of this Constitution affected thereby.
- Section 2** Proposed amendments to this Constitution shall be read at two (2) consecutive regular sessions of this Lodge. Final action shall be taken on the second reading. Upon adoption by three-fourths (3/4) of the members presents at the second session, provided such session have in attendance a quorum as provided in the By-Laws, the proposed amendment shall become a part of this constitution.
- Section 3** Amendments to the Constitution which are of such great magnitude or individual member concern, can be waived for a vote at a regular meeting, and the vote may be held instead by balloting at a place so designated. A motion passed by at least two-thirds (2/3) of the members present at a meeting to consider the change of voting place shall be necessary for a vote at the place designated. The amendment must be read at two (2) regular meetings and posted as stated in this Article; the vote will be held following the second reading.
- Section 4** All proposed amendments shall be posted on the Lodge bulletin board within ten (10) days following the first (1st) reading.

ARTICLE 20

LODGE DUES, PER CAPITA TAX AND ASSESSMENTS

Section 1 Each active member shall pay to the Lodge dues and Per Capita Tax as stated in the By-Laws.

Section 2 Active members shall pay all Assessments prescribed in accordance with the By-Laws.

COPY #216

ARTICLE 21

LEGAL AID

A member may request and be granted legal assistance or financial aid in accordance with the By-Laws.

COPY #216

BY-LAWS

ARTICLE 1

SESSIONS

- Section 1** The regular meeting of this Lodge shall be held monthly, on a date, at a place and time selected by the President, with the consent of the Executive Board.
- Section 2** The Executive Board shall meet at least three (3) times a year, in addition to the regular monthly Lodge meeting. The Lodge President is the Chairman of the Executive Board. Any action of the Executive Board can be overridden by a majority vote of the general body.
- Section 3** A special Meeting may be called at any time by the President or upon written request, to the President, of not less than ten (10) members in good standing. Notice of all special meetings will be posted on the Lodge bulletin boards indicating the date, hour and place of the meeting and the nature of business to be transacted. When possible said notices will be posted at least forty eight hours prior to the scheduled start of the special meeting. No business shall be transacted other than for which the special meeting is called.
- Section 4** No official business shall be transacted nor binding upon this Lodge unless there shall be a quorum in attendance at all regular, executive, and special meetings. The nomination of elective officers may be officially conducted regardless of the number of members present when ample notice has been given of the meeting, as called for in Article 2, Section 1 of these By-Laws, at which the nomination will be made.
- Section 5** A quorum is hereby set and defined to mean that not less than five (5) active members must be present at any meeting.
- Section 6** Voice and Voting Rights:
- a. During any regular or special session all active members shall have the right to voice their opinions or ask questions about any and all issues. Voting rights on matters pertaining solely to contractual issues between the Lodge and the City of Coral Gables, as determined by the President, will be limited to bargaining unit members. All active members will be allowed voting rights on all other issues.
 - b. There shall be no proxy voting permitted under any circumstance.
 - c. Absentee voting will only be allowed for those members who are working or who are out of town at the time of the meeting and all absentee votes must be made on forms prepared by the Lodge Secretary.

ARTICLE 2

NOMINATIONS AND QUALIFICATIONS FOR OFFICE

- Section 1** The nominations for election for all elective officers of this Lodge shall be made at the regular session in the month of November of each numbered year.
- Section 2** Any nominee who wishes to decline his or her nomination shall do so at the time of his or her nomination or in writing to the President within seven (7) days after his or her nomination, otherwise his or her name shall appear on the ballot.
- Section 3** No member shall be nominated for more than one (1) office in the same election.
- Section 4** Only members in good standing who have attended not less than six (6) regular sessions over the preceding twenty-four (24) month period shall be eligible for nomination for an elective office. The Secretary shall list all members present at each regular sessions in the official minutes of the session. Members unable to attend because of duty or documented serious physical impairment shall be exempted from this.
- Section 5** A nominee must be a dues-paying Active Member of the Lodge, still employed or retired, per Articles 5 and 19 of the Constitution of this Lodge, and Article 7 of the By-Laws of the lodge.

ARTICLE 3

ELECTION OF OFFICERS

- Section 1** The election of officers of this Lodge shall be by secret ballot in the month of December of each even number year. The date, hour and place of this election shall be selected by the Executive Board and notice thereof shall be posted on the Lodge bulletin board. The nominee receiving the largest number of votes for each elective office shall be declared elected.
- Section 2** The Office of State Trustee shall be elected at a meeting of Lodge Delegates to the State Conference and announced prior to nominations by the Lodge President or his designee. The Delegates shall be mandated to elect the State Trustee voted into Office by the general membership as stated in Section 1 of this Article.

ARTICLE 4

INSTALLATION OF OFFICERS

- Section 1** The newly elected officers of the Lodge shall be installed by the regular session in the month of January of each odd numbered year. The installing officer shall be any past president, State or National officer.
- Section 2** The term of office shall be for two (2) years commencing with their installation in January and terminating the January two (2) years hence. The office of Parliamentarian shall be the only office which is not elective. The President shall appoint the Parliamentarian.

COPY #216

ARTICLE 5

ORGANIZATION AND COMMITTEES

Section 1 There shall be established such committees of the Order as the Board of Directors and the President shall prescribe.

Section 2 The President and the Vice President shall appoint members to committees in accordance with the provisions of the Constitution.

Section 3 COMMITTEES

- a. There shall be established certain Standing and Special Committees as called for in the Constitution and By-Laws or as deemed to be needed by the Lodge Board of Directors.
- b. These committees shall consist of a Chairperson and members appointed in accordance with the policy and procedures of the Lodge.
- c. These committees shall report all activities at each regular monthly meeting.
- d. Committees requiring funding shall submit a written budget for approval by the Board of Directors. All expenditures and revenues shall be reported in accordance with policy and procedures.
- e. It shall be the duty of these committees to perform the stated responsibilities of their respective committee in an effective and efficient manner so as not to bring discredit or financial hardship upon the Lodge.

Section 4 All committees shall be appointed by the President and Vice-President with the approval of the Executive Board. The term of all committees shall expire with the term of the President, regardless of pending unfinished business. One member of each committee shall be designated a chairman by the President. The President, or Presidents designee, may remove any committee member, with good cause, as defined under Article 2 Section C of this lodge Constitution, subject to the approval of the Executive Board.

Section 5 The following standing committees shall be appointed:

- Membership Committee
- Labor Management Committee
- By-Laws Committee
- Collective Bargaining Committee
- Legal Assistance Advisory Committee
- Physical Fitness Committee
- Insurance Committee
- Legislative Affairs Committee
- Retired Officers Assistance Committee

- Section 6** The Membership Committee shall consist of three (3) members. It shall be the duty of this committee to thoroughly investigate each petition for membership in this Lodge and determine if the candidate is qualified or unqualified. The committee will present its findings at the next regular session.
- Section 7** The Labor Management Committee will meet as designated by the current collective bargaining agreement. There shall be three (3) bargaining unit members on this committee. No police department divisions shall be represented by more than one appointee to this committee at any time.
- Section 8** The By-Laws Committee shall consist of three (3) members. It shall be the duty of this committee to draw up all revisions, alterations and amendments to the Constitution and By-Laws of this Lodge as shall be requested by the President. This committee shall ascertain that all revisions, alterations and amendments shall comply with the existing Articles and Sections of the Constitution and By-Laws of the Grand Lodge and the State Lodge.
- Section 9** The Collective Bargaining Committee shall be comprised of six (6) to ten (10) members selected by the President with the approval of the Executive Board. All attempts will be made to select one (1) member from the Criminal Investigation Division, one (1) member from each Patrol Shift, one (1) member from either the Professional Standards or Technical Services Divisions, and the President, or the Presidents appointed designee, who shall Chair the committee. The committee Chair will select one of the members to act as the Recording Secretary for the committee. The purpose of this committee shall be to negotiate the collective bargaining agreement covering hours, wages and conditions of employment, between collective bargaining unit members of F.O.P. Lodge 7, and the City of Coral Gables. All proposals and changes during contract negotiations shall require at least a two-thirds (2/3) vote of the Collective Bargaining Committee. The duties of the Recording Secretary shall be to keep an accurate record of the proceeding of all sessions and document and maintain such records. The Recording Secretary will also assist the committee as deemed necessary by the Chairman. In the Recording Secretary's absence, the Chairman shall delegate these responsibilities to an alternate. If a selected representative resigns or fails to attend two or more bargaining sessions/meetings, the President may appoint a replacement representative. Members of the Collective Bargaining Committee are responsible for the flow to and from the committee and gathering statistics and information for negotiations. Committee members shall only relate information, which has been discussed at the table, and not speculate or reveal strategy moves. All efforts shall be made by the elected committee members to maintain communications with the membership and promote unity so that we shall achieve goals for the betterment of our Department and fellow-members. After negotiations are ended, and a collective bargaining agreement has been executed, the Collective Bargaining Committee shall insure that all contract changes negotiated are incorporated into ordinance, or rules and regulation form, and implemented by the City of Coral Gables.

Section 10

The Legal Assistance Advisory Committee shall consist of five (5) members. Legal assistance shall be limited to the payment for services of an attorney or other needed professional to aid a member whose actions which were performed in the scope of a law enforcement officer and under investigation and for the defense against any discipline or legal proceedings resulting from said performance of duty. It shall be the duty of this committee to review all requests for legal assistance. Requests made by members for any form of legal assistance must first be delivered to the President in writing. The President will then forward the request to the Legal Assistance Advisory Committee for consideration. The committee will carefully review requests based on the merits and circumstances of each individual case and make recommendations to the Executive Board as to the validity of the request and the amount of assistance to be granted, if any. The Executive Board will adopt, reject, or modify the committee's recommendations. Said actions will be reported to the membership at the next regular meeting. The Legal Assistance Advisory Committee will set its own guidelines for reviewing requests and making recommendations. Upon approval by the President or his designee, a member may be allotted up to three (3) hours per incident, for emergency consultation with the Lodge Attorney, prior to filing a formal request with the committee.

Section 11

The Physical Fitness Committee shall consist of at least two (2) members; one designated as Chairman. The committee's duties will be governed by the collective bargaining agreements.

Section 12

The Insurance Committee shall establish, maintain and oversee the affairs of a health trust, providing health, medical and other benefits for F.O.P. Lodge 7 members and other City of Coral Gables Law Enforcement Officers, their dependents and beneficiaries. The Board shall maintain its own separate By-Laws, which will govern its affairs and management. Said By-Laws and amendments shall be approved by the general membership of the lodge.

Section 13

The Legislative Affairs Committee shall consist of the Executive Board of Officers as defined in Article V of the Constitution. The President shall appoint a committee chairman. The Chairman will be responsible to see that the proper registration and reporting of committee activities and expenditures is filed with the appropriate regulatory agencies. The Lodge Secretary shall act as Recoding Secretary, recording all sessions. The Lodge Treasurer shall have the custody of all committee accounts. The Chairman and Treasurer shall faithfully report at the regular meetings to the membership. The committee shall coordinate all political activity of the Lodge, including legislative action, screening of political candidates for possible endorsement, expenditures of any monies and any other business relative to a Legislative Affairs Committee. The committee may establish a fund, for its use. All political endorsements and campaign contributions must be approved by the general membership at any regular or special meeting.

Local lodge endorsements may only be given to candidates who are seeking an office whose scope of authority is outside the geographic boundaries of the City of Coral Gables when an endorsement has already been given to that candidate by the largest affected level of the Fraternal Order of Police (i.e. District F.O.P., State F.O.P. Lodge, National F.O.P. Lodge), or when the larger affected level of the Fraternal Order of Police chooses not to do political screenings and /or make endorsements for that office which the candidate is seeking election.

Section 14

The Retired Officers Assistance Committee shall consist of at least five (5) members, one (1) or more to have retired from regular service or service connected disability from the City of Coral Gables Police Department. One (1) committee member shall be designated Chairman. The committee will be responsible for assisting members planning retirement, about to retire and those already retired, in matters such as pension options, tax planning, and investment. The committee shall act as an information base and render guidance and assistance as necessary in preparing members for retirement in all matters, not only pension and financial. The committee may organize business and social gatherings of retired members and lend assistance to those sick or in distress, including assisting the lodge in Fraternal matters and events. The committee shall strive to encourage all members and retirees to take an active role in monitoring the City Retirement Board, committee members shall attend every possible Retirement Board meeting and lobby the City of Coral Gables and County, State and Federal governments in supporting ordinances and laws beneficial to retired officers. The committee shall develop and maintain a liaison with the Police Departments elected representative to the Retirement Board and the President of the Lodge. The committee may recommend and advise the Lodge and its members on Collective Bargaining issues relating to the retirement ordinance and other retirement matters.

ARTICLE 6

DUTIES OF DELEGATES AND EXPENSES

- Section 1** By virtue of their elective office, the President, Vice-President, Secretary, and State Trustee will represent the Coral Gables Lodge to the State and National conferences.
- Section 2** The President shall appoint any alternate to fill the vacancy of any delegate who cannot attend any conference.
- Section 3** Each delegate shall be bound to the mandate of the Lodge and express only the views and opinions of the delegation as determined by the majority.
- Section 4** Delegates shall attend all sessions of the conference and conduct themselves so as to bring honor and respect upon the Lodge.
- Section 5** It shall be the responsibility of the delegates to submit a detailed report of activities at the regular session following the conference.
- Section 6** Expenses for the delegates to the State and National Conferences shall be determined at a regular or special session of the Lodge prior to such conference. These expenses shall be paid by the Lodge.

ARTICLE 7

DUES

- Section 1** Each Active lodge member, who is currently employed by the City of Coral Gables, will pay two and one half percent (2.5%) of a starting police officer's annual rate of pay as annual dues. The dues shall be allocated to the several funds below:
- a. Per capita tax to the Grand Lodge, as designated by the Grand Lodge.
 - b. Per capita tax to the State Lodge, as designated by the State Lodge.
 - c. Three dollars (\$3.00) per month will be allocated to the Legislative Affairs Committee Fund, if established, collected and transferred at least semi-annually, unless the member executes a designated form that he or she does not wish to allocate his or her three dollars (\$3.00) to the fund. If the member executes such form, the three dollars (\$3.00) will be placed in the general operating fund. Contributions will only be made until the fund balance reaches five thousand dollars (\$5,000). The fund will be maintained at the five thousand dollars (\$5,000) balance level, or returned to same with contributions, as soon as possible.
 - d. One half of a percent (.5%) of the members' dues shall be allocated for a legal defense plan.
 - e. The balance of remaining dues monies shall be placed in the operating fund.
- Section 2** Members who retire from the Coral Gables Police Department and elect to remain Active Member shall pay dues in the amount of fifty dollars (\$50.00) per year. The lodge shall pay the National Lodge and the State Lodge Per Capita from these dues. The balance shall be placed in the general account. No monies will be paid into the PAC fund from these dues; however, the Retired Active Member may donate to it voluntarily.
- Section 3** Members who retire from a law enforcement agency other than Coral Gables Police Department, living within Miami-Dade County, shall pay dues in an amount equal to Active Retired Members as per Section 2 above. Dues will be disseminated in a like manner.
- Section 4** Associate members shall pay dues as prescribed in the By-Laws of the Associate Lodge.
- Section 5** Dues shall be paid either annually in the month of October for the following calendar year, or semi-annually in the months of October for the following January-June, and in May for the following July-December. They shall be paid to the Lodge Secretary, who shall issue a receipt for same.

ARTICLE 8

ASSESSMENTS

Section 1 If, under the current labor agreement, between this organization and the City of Coral Gables, any provisions exist, allowing individual leave contributions to this organization and its members, then a portion of this allowable leave contribution may be assessed annually of each F.O.P. member who is currently in the bargaining unit, utilizing a formula similar to the one listed below for leave assessment. The Lodge Executive Board shall determine if and when said assessment shall be imposed.

Total number of member contributable hours allowed per year.	+	Total number of current F.O.P. members in the bargaining unit.	=	Each member's individual total leave assessment, per year.
--	---	--	---	--

Section 2 The membership of this Lodge may be assessed to meet any emergency provided two-thirds (2/3) of the members present at any regular or special session shall deem it necessary and determine the amount of assessment per member that would be required to cover estimated expenses, provided that ample notice shall be given of the session at which the assessment will be considered. The Secretary shall then notify each member in writing of the session at which the assessment was levied, the reason for the assessment and a detailed account of the probable expenditures.

ARTICLE 9

USE AND DIPLAY OF EMBLEM (NAME)

- Section 1** No person, other than a member in good standing of the Fraternal Order of Police, it's Associate Lodge, or it's Auxiliary, their spouse or child living in the same residence, shall use or display the official emblem of the organization on any automobile or other motor vehicle.
- Section 2** The unauthorized use or the abuse of the name or insignia of the Fraternal Order of Police or the infringement of a trademark thereof by a member shall be grounds for discipline including suspension, expulsion, or removal from office.
- Section 3** Automobile emblems purchased from the National Lodge for re-issue to the members of this Lodge shall not be "SOLD" to the members thereof, but shall remain the exclusive property of the Lodge.
- Section 4** All emblems as described in Section 3, shall be re-issued to the member on a "lend-lease" basis and upon their separation from the Lodge, they shall surrender their emblem(s) to the Lodge Secretary. The legal right to possession of the emblem shall be vested in the Lodge.
- Section 5** Any person who is not a member of an active or associate lodge of the Fraternal Order of Police or a member thereof, who is unable to produce a current dues card, shall not use, wear or display the insignia or logo of the Fraternal Order of Police.

ARTICLE 10

LODGE ACTION CONCERNING STATE AND/OR LOCAL MATTERS

Section 1 The Lodge shall take cognizance of all matters concerning and affecting the welfare and interests of law enforcement officers and their dependents. The Board of Directors shall take such immediate action as shall be necessary to safeguard their welfare or interests by providing aid or such other services as may be required.

Section 2 In matters of purely local scope or concern, the Board of Directors shall provide such legal or technical advisory service as may be appropriate.

COPY #216

ARTICLE 11

SOLICITATION

- Section 1** This Lodge (F.O.P., F.O.P.A.) shall comply with all Florida State Laws and the Constitution and By-Laws of the State and National Lodge in reference to solicitation.
- Section 2** Failure to comply can result in disciplinary action as stated in the Florida State Lodge Constitution and By-Laws.

COPY #216

ARTICLE 12

ANNUAL BUDGET

- Section 1** The Annual Budget of this Lodge shall include an estimate of anticipated revenues, anticipated expenditures, and line item estimates of the needs of the administrative and operational functions of the Lodge. Line items shall include, but not be limited to, the following:
- a. State Conference and Board Meeting Expenses
 - b. Lodge Office Expenditures
 - c. Committee Expenditures
 - d. Legal Expenses
- Section 2** Any other provision of these By-Laws notwithstanding, the Lodge President shall not approve any warrant or voucher in excess of the budgeted amount for any particular line item, or sub-line item account. Each Officer, committee chairman and employee will cooperate in the institution of and compliance with the annual budget of the Lodge and will, upon request thereof, submit an itemized budget with respect to anticipated revenues and expenses in their area of control or interest for the next fiscal year.
- Section 3** The Executive Board will be responsible for the approval of the budget and all budget adjustments. Once the Executive Board approves the budget, the final approval will be made by the membership. Any budget adjustments approved by the Executive Board will be reported to the membership at the next general meeting.

ARTICLE 13

VACANCIES

Section 1 In the event of death, resignation, suspension, or the occurrence of a vacancy for any reason in any elected Executive Board office, except that of President, the vacancy shall be filled by a majority vote of the Executive Board.

COPY #216

ARTICLE 14

FORFEITURE OF OFFICE

Section 1 Any elective officer who shall be absent from any three (3) sessions of this Lodge without just cause, as shall be determined by a majority of the Executive Board, shall automatically forfeit that office and the vacancy filled as provided by these By-Laws.

COPY #216

ARTICLE 15

IMPEACHMENT

- Section 1** Charges for the impeachment of an officer may be initiated by any member in good standing or a Complaint Committee appointed by the President and shall be presented in writing before the membership at a regular session for final action. The accused officer shall be given a copy of the charges against him or her and notified of the session at which his or her trial will be held not less than ten (10) days prior to the holding of such session. The accused officer shall be given the right to present evidence in his or her behalf at that session only.
- Section 2** Upon the order of two-thirds (2/3) of the membership hearing charges of impeachment against an officer of this Lodge, provided such session shall have in attendance a quorum as provided by the By-Laws, the accused officer shall be removed from office and shall never again be eligible to hold office in this Lodge. The same charges presented at the trial for impeachment of an officer may also be used at a later trial for the suspension or expulsion of that same member.
- Section 3** Officers impeached from office have the right to appeal in accordance with the By-Laws and Constitution of this Lodge, and the State and National Lodges.

ARTICLE 16

SUSPENSION

- Section 1** This Lodge shall have the power to suspend any member for any violation of the provisions of the Constitution and By-Laws or for any dishonorable conduct. In all cases due process shall be afforded the parties thereto.
- Section 2** Automatic Suspensions.
- a. Any member in arrears of payment of dues or assessments more than thirty (30) days and less than ninety (90) days shall be deemed to be delinquent and not in good standing.
 - b. Any member in arrears of payment of dues or assessments more than ninety (90) days and less than six (6) months shall be and is hereby automatically suspended from the Lodge.
 - c. Any member in arrears of dues or assessments more than six (6) months shall be and is hereby automatically dropped from the membership of the Lodge.
- Section 4** Other than as noted in Section 2 of this Article, charges for the suspension of a member may be initiated by any other member in good standing or by an appointed Complaint Committee and shall be made under oath and presented in writing before the membership at a regular meeting for action. The accused member shall be given a copy of the charges against him and notified of the meeting at which his trial will be held not less than thirty (30) days prior to the holding of such meeting. An accused member shall have the right to present evidence in his behalf at that meeting only.
- Section 5** Upon the order of two-thirds (2/3) of the member present at the regular meeting hearing charges for the suspension of a member, provided such meeting shall have in attendance a quorum as provided by the By-Laws, the accused member shall be suspended in accordance with that decision.
- Section 6** Any member who shall be suspended from this Lodge shall not be permitted to attend any meetings, vote in Lodge elections or on other matters, hold an elective office or be eligible to receive any benefits from the Lodge.
- Section 7** A suspended member shall the right to appeal in accordance with the By-Laws and Constitution of this Lodge, and the District, State and National Lodges.

ARTICLE 17

EXPULSION

- Section 1** This Lodge shall have the power to expel any member for any violation of the provisions of the Constitution and By-Laws or for any dishonorable conduct. In all cases due process shall be afforded the parties thereto.
- Section 2** Charges for the expulsion of a member may be initiated by any other member in good standing or by an appointed Complaint Committee and shall be made under oath and presented in writing before the membership at a regular meeting for final action. The accused member shall be given a copy of the charges against him and notified of the meeting at which his trial will be held not less than thirty days prior to the holding of such meeting. An accused member shall have the right to present evidence in his behalf at that meeting only.
- Section 3** Upon the order of two-thirds (2/3) of the members present at the regular meeting hearing charges for the expulsion of a member, provided by the By-Laws, the accused member shall be expelled in accordance with that decision.
- Section 4** Any member who shall be expelled from this Lodge shall not be permitted to attend any meetings, vote in Lodge elections or on other matters, hold an elective office or be eligible to receive any benefits from the Lodge.
- Section 5** An expelled member shall have the right to appeal in accordance with the By-Laws and Constitution of the Lodge, the District, and the State and National Lodges.

ARTICLE 18

AMENDMENTS

- Section 1** Proposed alterations or amendments to these By-Laws shall be submitted in writing and read at two (2) consecutive regular sessions of the Lodge. Final action shall be taken on the second reading. Upon adoption by two-thirds (2/3) of the members present at the second session, provided such session shall have in attendance a quorum as provided by the By-Laws, the proposed alteration or amendment shall become a part of these By-Laws.
- Section 2** Alterations or amendments to the By-Laws which are of such a great magnitude or individual member concern, can be waived for a vote at a regular meeting, and the vote may be held instead by balloting at a place so designated. A motion passed by at least two-thirds (2/3) of the members present at a meeting to consider the change of voting place shall be necessary for a vote at the place designated. The amendment must be read at two (2) regular meetings and posted as stated in this Article: the vote will be held following the second reading.
- Section 3** All proposed alteration or amendments shall be submitted by any tow (2) members in good standing or by the By-Laws Committee of this Lodge.
- Section 4** All proposed changes shall be posted on the Lodge bulletin board within ten (10) days following the first reading.

ARTICLE 19

Section 1

THE LODGE WILL PROVIDE PROOF OF FIDELITY BOND OR INSURANCE TO THE STATE LODGE. THE LODGE SHALL NOT BE ELEGIBLE FOR FINANCIAL AID OR ASSISTANCE FROM ANOTHER LODGE OR THE STATE LODGE EXCEPT UPON PROOF OF MAINTNANCE OF SUCH FIDELITY BOND OR INSURANCE.

COPY #216

ATTEST

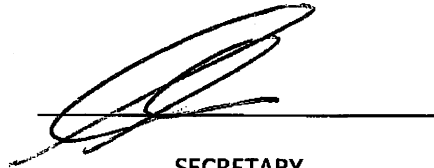
The attached Constitution and By-Laws was last revised effective January 1, 2017 and passed and adopted by the Executive Board and General Membership.

Witness our hand and seal.

ATTEST

A handwritten signature in cursive script, appearing to read "John Bantel", written over a horizontal line.

PRESIDENT

A stylized, handwritten signature in cursive script, written over a horizontal line.

SECRETARY

A handwritten signature in cursive script, appearing to read "Ray Hill", written over a horizontal line.

CHAIRMAN BY-LAWS COMMITTEE