

# **SBA Bylaws**

## **ARTICLE I ORDER OF BUSINESS**

- a) Call to order
- b) Opening prayer and Pledge of Allegiance
- c) Reading of communications and minutes of last meeting
- d) Introduction of new delegates
- e) President's Report
- f) Report of committees
- g) Unfinished business
- h) New business
- i) Nominations for elective office
- j) Adjournment

## **ARTICLE II MEETINGS**

### **Section 1 Quorum**

Regular or Special meetings of this Association scheduled to be held shall not be called to order until at least 50% of certified delegates or their alternate's are present, which shall constitute a quorum.

### **Section 2 Monthly Meetings**

- a) Delegate meetings of the Association shall be held each month with the exception of the July and August meeting, which may be held simultaneously with any other meeting. Meetings are open to all active and retired members and guests designated by the President.

### **Section 3 Meeting Changes**

The President may change the regular monthly meeting day for reasonable cause, directing the Recording Secretary to notify the membership of said change.

## **Section 4 Special Meetings**

- a) Special meetings may be called by the President whenever he/she deems it to be in the best interests of the Association.
- b) Fifty (50) delegates may petition the President to call a Special meeting, in writing, signed, stating the specific subject matter for discussion.
- c) President shall direct the Recording Secretary to provide special notice prior to the meeting.
- d) The only business that shall be transacted at a Special meeting is that subject matter for which the meeting has been called.

## **Section 5 Debate**

- a) The right to propose, debate, or vote on any matter to be and/or submitted to this Association shall be reserved to delegates, or in the delegate's absence the alternate delegate.
- b) In order to encourage the free and open exchange of diverse ideas and to promote unrestrained expression of opinion in accordance with the democratic process, the confidentiality of all meetings shall be preserved. Accordingly the utilization of any recording device is prohibited, and the integrity of all meetings is to be safeguarded as required.

## **Section 6 Suspension - Cancellation During a Meeting**

The delegates shall have the power provided by a two thirds vote of those delegates present at a meeting to enable the President to suspend or cancel the meeting, and/or conduct special business at the meeting.

# **ARTICLE III ADMISSIONS AND REINSTATEMENTS**

## **Section 1 Application For Membership**

An active Sergeant of the Police Department - City of New York may make application of membership in the Association, subject to provisions in the Constitution & By-Laws.

## **ARTICLE IV DUES**

### **Section 1 Active Member**

Upon SBA's receipt of negotiated salary increases, dues shall rise at the rate of \$0.70 per pay period for each \$1,000 of such salary increases, and pro rata for fractional amounts. The amount deducted includes members' basic dues, the premium for enrollment in the SBA Life Insurance Program, Legal Services, Political Action Fund and the Police Relief Fund.

### **Section 2 Lifetime Membership - Dues**

- a) The dues for Lifetime membership shall be a onetime payment of \$600.00 payable within 90 days of retirement. Additionally, retired member dues shall increase by fifty percent (50%) of the annual active dues increase. If payment is not made within the prescribed time frame, the member will be designated a NON member of the Association and may be ineligible for readmission. Retired Transit Police and Housing Police sergeants are considered Lifetime Members and will receive benefits with the exception of the Mortuary Benefit.

### **Section 3 Payments, Waiver, Responsibility**

- a) Dues shall be paid to the Association under bi-weekly payroll dues check-off deduction.
- b) The payment of dues shall be waived for active members who are suspended from duty with the Police Department. They shall continue to receive complete benefits of membership. This waiving of dues shall cease upon their restoration to duty and/or their separation from the Police Department.
- c) The payment of full dues shall be waived for active members who are activated into the Armed Forces. The waiver of dues shall cease upon their restoration to the Police Department.

## **ARTICLE V FISCAL EXPENSES**

### **Section 1 Board of Officers**

The Board of Officers as designated under Article IV of the Constitution are authorized annual fiscal expenses which shall be paid monthly, within the following allowance:

Office	Top Grade Sergeant's Salary
President	60%
Vice President	40%
Treasurer	20%
Recording Secretary	20%
Financial Secretary	20%
Health & Welfare Secretary	20%
City-Wide Secretary	20%
Directors	\$600.00 per month
Marshal	\$600.00 per month
Sergeant At Arms	\$600.00 per month

## **Section 2 Delegates**

- a) A Delegate's monthly Fiscal Expense shall be \$120.00 per month.
- b) The Directors shall be responsible for the distribution of this expense, which will be issued semi-annually, at the June meeting and the December meeting.
- c) Delegates monthly fiscal expenses shall be approved by their director in accordance with Delegate responsibilities as prescribed in Article VIII Section 2 of the Constitution.

## **Section 3 Amendments to Fiscal Expenses**

No amendments to the authorized fiscal expenses set forth in Section 1 above may be proposed unless such amendment by its terms shall not be effective until after the next succeeding election of officers pursuant to Article V of the Constitution.

## **ARTICLE VI COMMUNICATIONS**

Correspondence relating to the official policy and business of this Association shall be written on official stationery, and shall be signed by the President or an individual authorized by the President. This Article does not preclude an officer from conducting business within the scope of his office under the Constitution & By-Laws.

## **ARTICLE VII PARLIAMENTARY PROCEDURE**

All questions of parliamentary law and questions not governed by this Constitution & By-Laws shall be governed by Robert's Rules of Order, Newly Revised. Any member shall have the right to appeal the decision of the presiding officer to the delegate body at a meeting, and a majority vote shall prevail.