

MAINE FIRE INSTRUCTORS RESCUE EDUCATORS BY-LAWS

Article I Membership

Membership of this group shall consist of:

- a) ACTIVE MEMBERS – Active membership shall be comprised of those individuals who are state certified fire service instructors. Active members shall be entitled to vote on all matters requiring a vote, and to participate fully in the affairs of the Group. Term of membership shall be for one (1) calendar year.
- b) ASSOCIATE MEMBERS – Associate membership shall include individuals, interested in establishing, promoting and encouraging the development of instructors providing training & education to the Maine Fire-Rescue services community. Associate members shall be entitled to participate in the affairs of the Group with the exception of voting on matters requiring a vote or holding any position, elected or appointed.
Term of membership shall be for one (1) calendar year.

Article II Dues

Dues shall be established for a one (1) year membership term, paid in advance, at a rate proposed by the Board and approved by members of the Group. Any member owing dues more than 3 months beyond the due date shall be declared delinquent. Those delinquent shall be notified and if dues are not paid within sixty (60) days of such notice, they shall be automatically dropped from the Active to Associate member.

Article III Voting

With respect to matters requiring a vote, voting will be done via an email ballot. This is due to the large geographical area of Maine. An email will be sent 12 days and 6 days prior to the vote for the purpose of the membership to review and respond for clarification. At the conclusion of the waiting period, an email ballot will be sent to all Active members. Members will be given 6 days to return the emailed ballot with their votes. Any ballots returned beyond the 6 day period will not be counted and will be considered void. Voting by mail ballot shall be allowed when it is the opinion of the Board that it is in the best interest of the Group.

Article IV Officers

Officers shall consist of a President to be elected every two years in even calendar years, a Vice-President elected in the odd calendar years and 2nd Vice-President elected in the even calendar years. Elections will be done by vote as defined in Article III after the annual fall meeting.

Article V Regional Directors

Regional Directors shall be four (4), one from the South Portland Group, Auburn Group, Bangor Group and the Presque Isle Group. R.D.'s will be elected each year by the membership of their respective group. Elections will be done by vote as defined in Article III after the annual fall meeting.

Article VI Executive Board

The Executive Board shall consist of the officers, Regional Directors and the immediate past President.

The Executive Board shall have the power:

- a) To supervise and direct the affairs of the Group, in all respects, only that it shall not act contrary to the wishes of the membership on matters, which shall have been determined by a membership vote.
- b) To fill any vacancy in its membership, by temporary appointment, until the next annual election has been held.
- c) To call a meeting of its own membership, if the President neglects or refuses to do so, by notice signed by any five members of the Board.
- d) To call a meeting of the entire membership, if the President neglects or refuses to do so, by notice signed by any five members of the Board.
- e) May at the discretion by majority vote can declare an office vacant for just cause.
- f) May at its discretion, remove a member from the membership, for just cause.

Article VII Meetings

There shall two (2) regular scheduled general membership business meetings each year, spring and fall. The fall general membership meeting shall be considered the annual. The exact day, month and location in which meetings are held for the following year, shall be decided by the Executive Board at the annual meeting. The President may call additional membership meetings on thirty (30) days notice, and shall do so if so directed by the Executive Board. The President may call a meeting of the Executive Board on ten (10) days notice, at any convenient time and place, and shall call such meeting if so desired by the Board. At meetings of the Executive Board, a quorum shall consist of two-thirds of its Membership.

Article VIII Committees

The standing committees of the Group shall be Membership and Educational Development. Special committees may be formed for the purposes and terms, as needed by the Board/President.

Article IX Order of Business

Regular Meeting:

- Pledge to the Flag
- Roll Call of Officers
- Reading and Adoption of Minutes
- Appointment to Fill Vacancies on Committees
- Presidents Report
- Report of Regions
- Report of Delegates to Other Organizations
- Readings of Communications
- Committee Reports
- Unfinished Business
- New Business
- Payment of Bills

Board Meeting:

Pledge to the Flag
Roll Call of Officers and Directors
Correspondence Needing Action
Financial Matters Needing Action
Special Topics
Appointment of Special Committees
Adjournment

Article X
Amendments

These By-Laws may be amended by two-thirds majority of the voting strength of the membership, providing the following steps have been completed.

1. The proposal to amend the By-Laws has been presented, in writing or (electronic format), with the concurring signatures of five (5) members in good standing to the Executive Board for distribution to the membership, and
2. The Board has studied same to make a report and recommendation on and
3. All Group members will be sent a notice including the wording proposed at least thirty (30) days prior to the date on which the vote will be taken.