

**CONSTITUTION AND BYLAWS OF THE
SOUTH FLORIDA CHAPTER
NATIONAL ORGANIZATION OF BLACK LAW ENFORCEMENT EXECUTIVES**



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South Florida Chapter
National Organization of Black
Law Enforcement Executives (NOBLE)
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CONSTITUTION AND BYLAWS OF THE
SOUTH FLORIDA CHAPTER
NATIONAL ORGANIZATION OF BLACK LAW ENFORCEMENT EXECUTIVES

Article 1
Name and Purpose

Section 1. **Name:** The name of this organization shall be the South Florida Chapter of the National Organization of Black Law Enforcement Executives (NOBLE).

Section 2. **Purpose:** The purpose of this Chapter is:

1. To establish an effective local mechanism to facilitate the development and exchange of information among minority law enforcement executives;
2. To work towards immediate implementation of effective programs to increase minority participation at all levels of law enforcement throughout South Florida;
3. To work with the community to achieve greater involvement and cooperation with criminal justice agencies;
4. To develop communication techniques for sensitizing police executives, police officers, and institutions and agencies in the criminal justice system to the problems of black officers and problems of the black community.
5. To fully support the parent organization in all of its goals and purpose, both programmatically and financially.

Article II Membership

Section 1. **Eligibility.** Individuals authorized for any one of five (5) classes of membership set forth in the national constitution and bylaws (Regular, Associate, Supporting, Sustaining, and Collegiate) will be eligible for membership in this chapter. Moreover, individuals in the local chapter must be members (in good standing) of the national organization.

Section 2. **Boundaries.** The boundaries of the chapter shall be as follows:

- a. All areas in the State of Florida, south of Manatee, Hardee, Polk, and Indian River Counties.
- b. The Chapter Executive Board shall determine the Sectors of the Chapter. The Chapter Executive Board shall also appoint or cause to be elected Sector Vice Presidents. The Sectors for the South Florida Chapter shall be:

Sector 1.	Monroe and Miami-Dade
Sector 2.	Broward and Collier
Sector 3.	Palm Beach, Martin, and St. Lucie
Sector 4.	Sarasota, Glades, Lee, and Hendry
Sector 5.	Charlotte, DeSoto, and Highland

Section 3. **Termination of Members:** Members of the chapter shall be terminated in any one of the following ways:

- a. Any member may voluntarily terminate his/her membership by tendering his/her resignation in writing to the Recording Secretary of the Chapter.
- b. Any member of this chapter will be subject to dismissal in accordance with instructions from the National/Regional organization.
- c. Any member of this chapter may be temporarily suspended from participating in the chapter affairs by a majority vote of the elected officers for cause, pending referral to the Regional Vice President for forwarding to the National Organization for final action.

Article III

Fiscal Year and Dues

Section 1. **Fiscal Year:** The fiscal year of this chapter will run concurrently with the calendar year (January 1 through December 31).

Section 2. **Annual Budget:** The annual budget will be approved during the November/December time frame before the fiscal calendar year it covers.

Section 3. **Dues:** Current paid-up membership in any one of the five (5) authorized classes set forth in the National Organization is a prerequisite for membership in this Chapter. Yearly dues of \$ 30.00 will be assessed from each member in order to support programmed local activities and chapter events. All dues are to be paid no later than January 30 for the upcoming calendar year.

Article IV

Meeting of Members

Section 1: **Quarterly Meetings:**

- a. The South Florida Chapter will meet quarterly. Said meetings shall be held for the transaction of such business as may be deemed necessary and may be in-person or virtual. The fourth quarter meeting should be held in person on the first Saturday of December.
- b. The local Sectors will meet monthly on a day and time each month determined by membership of that particular sector. Said meetings may be in-person or virtual. An alternative meeting date shall be established if the Sector meeting conflicts with or coincides with National Annual/Region III meetings. Said meetings shall be held for the transaction of such business as may properly be brought before the meeting.
- c. The order of business shall be set by an agenda by the President for chapter meetings and the Sector Vice Presidents for local meetings with assistance as appropriate from other elected members. The agenda will be provided to all members before or at the scheduled meeting.

Section 2. **Special Meetings:** Special meetings are authorized for such purpose as may be deemed appropriate by the president or at the request, in writing, of at least twenty-five (25) percent of the members. Notice of these special meetings shall be forwarded to the membership before the meeting and state briefly the purpose(s) thereof. No business other than that specified in such notice and matters germane thereto shall be transacted at any special meeting without further notice to members not in attendance.

Section 3. **Quorum and Voting:** A minimum of one-third (33%) of the members in good standing are entitled to vote on matters under consideration shall constitute a quorum. The member present at a duly organized meeting can continue to do business until adjournment, notwithstanding the withdrawal of enough members to have a quorum. If a quorum is not obtained, those present may adjourn the meeting to a time and place they may determine. At any previously adjourned meeting at which a quorum is subsequently established, such business may be transacted as might have been transacted at the meeting originally called. All matters coming before any meeting of the members, except as otherwise limited herein, shall be decided by the vote of a majority of the voting members present at such meeting, a quorum being present at the organization of such meeting.

Section 4. **Rules of Order:** Robert's Rules of Order shall be used throughout the meetings where said rules do not conflict with the provisions of this Constitution, the Parliamentary procedures, or constitutional interpretation.

Article V Chapter Officers

Section 1. **Number:** The elected officers of the chapter shall consist of a President, Executive Vice President, Recording Secretary, Corresponding Secretary, Treasurer, Financial Secretary, Parliamentarian, Sergeant-At-Arms, and Historian, together with officers as deemed appropriate and appointed by the President.

The Executive Board consists of the President, Executive Vice President, Recording Secretary, Corresponding Secretary, Treasurer, Financial Secretary, Parliamentarian, Sergeant-At-Arms, Historian, Immediate Past President, Sector Vice Presidents, one Special Assistant to the President, and Committee Chairs.

Section 2. **Term:** Unless otherwise stated herein, the elected officers shall serve two (2) years until their successors are elected and qualified. All officers are eligible to succeed themselves, except the President and the Executive Vice President, who will serve for no more than two (2) consecutive terms in the same office. The Immediate Past President will serve as a non-voting member of the Executive Board until their successor assumes the role. The President shall be an ex-officio member of all standing committees.

Section 3. **Duties and Authority:** The officers shall have such duties and authority as generally pertain to their respective offices, as well as such duties and authority as may be conferred by the president from time to time. Without limitation upon any of the foregoing:

- (a) The President shall be the chapter's Chief Executive Officer. The President shall preside at all meetings, enforce the goals and objectives of the chapter, decide all questions of order (subject to appeal), appoint all committees, and call special meetings whenever, in his/her judgment, it shall be deemed necessary and/or in the best interest of the chapter. The President performs such duties as coming within the office's purview as the chapter's constitution, customs, and traditions demand. The President shall have the authority to approve expenditures up to \$300.00 during the fiscal year when there is no time for chapter approval and must notify the chapter as soon as possible.
- (b) The Executive Vice President shall assist the President in conducting meetings. In the absence of the President, the Executive Vice President shall preside and, while so presiding, shall have full authority of the President.
- (c) The Recording Secretary shall receive all mail addressed to the chapter and forward such mail to the officers, committee, or members concerned when appropriate. The Secretary shall keep and maintain an accurate file of names and addresses of every member of the organization and advise the President and Financial Secretary of any changes in addresses. The Secretary shall give due proper notice of meetings. The Secretary shall answer all correspondence and perform all duties incidental to the office or as may be required by the President. The Secretary shall record the minutes of the meetings, send a copy to the President and others deemed appropriate, and maintain a copy for chapter records.
- (d) The Corresponding Secretary shall give or cause to be given notice of all meeting members. The Corresponding Secretary shall maintain and keep confidential the home address, telephone number(s), and email addresses of chapter members. The Corresponding Secretary must retrieve the mail and deliver applications and checks to the Financial Secretary upon receipt, with assistance from designated members from each sector when needed. The Corresponding Secretary shall supervise and coordinate all activities concerning the Chapter's social media accounts. The Corresponding Secretary shall perform such other duties as may be assigned by the President.
- (e) The Treasurer shall maintain a checking account in the chapter's name. The Treasurer shall keep full and accurate records of all monies deposited in the chapter's account. The Treasurer shall pay all bills, claims, and indebtedness when authorized. All checks must be co-signed by at least two persons, the Treasurer and the President and the Treasurer and the Executive Vice President. Moreover, the Treasurer shall issue a monthly report and an annual financial statement reflecting all credits, debits, and other fiscal matters in conformance with the approved National Fiscal Standards for the year. The Treasurer will be bonded, and the cost incidental to this process will be borne by the chapter. The Treasurer will execute his/her office in accordance with the procedures set forth in the document titled "National Standards for Fiscal

Affairs (NOBLE)..”: Aside from expenditures necessary for chapter operations, no money will be spent without prior approval from the chapter through a majority vote.

- (f) The Financial Secretary shall keep a full and accurate account of the standing in the Organization of each member; maintain receipt of all member's fees, dues, and all monies properly due and coming into the possession of the Chapter and receipts given thereafter; maintenance of full and accurate records of all monies deposited to the account of the Chapter; promptly report to the Treasurer the source, purpose, amount and date of all deposits made to the accounts of the Chapter.
- (g) The Parliamentarian shall have a thorough knowledge of parliamentary law (an expert on General Henry M. Robert’s “Rules of Order”) and a complete understanding of the Constitution and By-Laws of the Organization. The Parliamentarian shall serve as arbiter in parliamentary procedure or constitutional interpretation matters.
- (h) The Sergeant-At-Arms shall enforce order at the meetings, conferences, and conventions. The Sergeant-At-Arms shall expel intruders and bar the door to the unauthorized. The Sergeant-At-Arms shall perform other duties as designated by the President.
- (i) The Historian must have been a chapter member for at least ten (10) years. The Historian shall have a thorough knowledge and understanding of the Chapter’s History, NOBLE National History, and Florida practices concerning not-for-profit organizations.
- (j) The Immediate Past President shall serve as an advisor to the Executive Board on items dealing with the chapter's policies, goals, and objectives and is non-voting.
- (k) The Special Assistant to the President is appointed by the President and assists the President in carrying out the programs, policies, and goals of the President and is non-voting. The President shall have the sole discretion of appointing no more than one (1) Assistant to the President.
- (l) Sector Vice President(s) are appointed by the President. Sector Vice President (s) shall preside at all sector meetings and submit monthly reports to the Executive Board. The Sector Vice President must seek approval from the chapter for all activities not prescribed by standard chapter practices, such as community outreach programs.

The Sector Vice President shall be appointed by the President for a one-year term from the membership roster of the sector they represent. The Sector Vice President may designate a Sector Secretary.

The Sector Secretary shall attend meetings of the members, record all votes and minutes of all proceedings, and submit a copy of the minutes to the Sector Vice President within two (2) weeks.

Section 4. **Eligibility:** All Regular, Associate, and Supporting members of NOBLE who are active in the South Florida chapter are eligible to hold office except as stated in the National Constitution, where only regular members can hold the offices of Chapter President and Chapter Vice President.

Section 5. **Elections:** Elections will be held biennially (every two years) in December, with officers assuming office in the first monthly meeting of the succeeding year. A simple majority by eligible voters on matters put to a vote will be the sole determinant of results.

Section 6. **Vacancies:** If the office of the President shall become vacant, The Chapter's Executive Vice President shall serve the remainder of the predecessor's term and, at the next regular meeting, will be sworn in to serve the term. All other vacancies will be filled by appointment by the President until special elections can be held at the next regular meeting to fill those vacancies.

Section 7. **Committees:** Standing chapter committees will be, Finance, Membership, Courtesy, Ways and Means, Community Outreach, Scholarship, Education and Training, Constitution and Bylaws, and other committees deemed appropriate and appointed by the President. Committee Chairs are members of the Executive Board and must attend all meetings or send a designee from the committee.

- a. **Finance** – The Finance Committee shall consist of the Treasurer as the Chair, the Financial Secretary, the President, Executive Vice President, the Recording Secretary, and a member from each sector. The committee shall plan and coordinate the financial needs of the Chapter and recommend dues and fees to the Executive Board and the Chapter; plan, evaluate, and recommend the annual operating budget to the Executive Board and the Chapter; recommend to the Executive Board and the Chapter the general financial policies of the Chapter; oversee and monitor fiscal control of the approved budget of the Chapter.
- b. **Membership** – The Membership Committee shall consist of a Chair, the Corresponding Secretary, and at least one member from each sector. The Membership Committee must develop and provide membership programs and services as directed by the Chapter; develop and promote continuous programs for the membership's enhancement, retention, and reclamation; and present the membership concerns to the Executive Board and the Chapter.

- c. Courtesy – The Courtesy Committee shall consist of a Chair appointed by the President and at least one member from each sector. The Courtesy Committee shall coordinate hospitality and bereavement activities, birthday announcements, promotions, and retirement announcements.
- d. Ways and Means – The Ways and Means Committee shall consist of a Chair appointed by the President and at least one member from each sector. The Ways and Means Committee shall survey needs, evaluate findings, and make recommendations to the Executive Board and Chapter of fundraising projects commensurate with the aims, purposes, and resources of the Chapter; develop and coordinate financial projects that are consistent with the long-range plan and the priorities as approved by the Chapter.
- e. Community Outreach – The Community Outreach Committee shall consist of a Chair appointed by the President and at least one member from each sector. The Outreach Committee shall coordinate and facilitate projects, programs, and initiatives mandated by the national organization and developed by the Chapter.
- f. Scholarship Committee – The Scholarship Committee shall consist of a Chair appointed by the President and at least one member from each sector. Administer the scholarship program of the Chapter and make recommendations concerning the same to the Executive Board and the Chapter.
- g. Education and Training – The Education and Training Committee shall consist of a Chair appointed by the President and at least one member from each sector. The committee shall identify training needs and select, develop, coordinate, and implement workshops for the Chapter, assist in planning, coordinating, and facilitating training, and identify funding resources to provide training.
- h. Constitution and Bylaws – The Constitution and Bylaws Committee shall consist of the Parliamentarian as the Chair and at least one member from each sector. The committee shall receive and evaluate recommendations for changes in the Constitution and Bylaws and present to the Chapter revisions and amendments to the Constitution and Bylaws.

Article VI
Effective Date: Amendments


Section 1. **Effective Date:** This Constitution shall become effective upon approval by the majority vote of voting members of the Chapter.

Section 2. **Amendment:** Amendments to this Constitution may be made by an affirmative vote of two-thirds (2/3) of the paid-up members present and voting at the meeting. The President must provide a notice of any proposed change to the Chapter at least sixty (60) days prior to the scheduled day for counting of the ballots.

Signed: _____


Beverly Elliott-Morrison
Chapter Parliamentarian
NOBLE South Florida Chapter

Signed: _____


Darrell K. Hunter
Chapter President
NOBLE South Florida Chapter