

## BYLAWS OF PRESCOTT VALLEY POLICE FOUNDATION

### ARTICLE I - NAME, PURPOSE

Section 1: The name of the organization shall be PRESCOTT VALLEY POLICE FOUNDATION.

Section 2: The PRESCOTT VALLEY POLICE FOUNDATION is organized exclusively for charitable and educational purposes, more specifically to support the Prescott Valley Police Department officers, support staff and volunteers.

### ARTICLE II - MEMBERSHIP

Section 1: There are no members.

### ARTICLE III - BOARD OF DIRECTORS

Section 1: Board Role, Size, Compensation. The Board is responsible for overall policy and direction of the organization. The Board shall have no fewer than nine voting members and one non-voting representative of the Prescott Valley Police Department, which may be the Chief or someone serving at the Chief's discretion. The board receives no compensation other than reasonable expenses approved by the Board in advance.

Section 2: Meetings. The Board shall meet at least quarterly, at an agreed upon time and place. All meetings are open to the public.

Section 3: Board Elections. Election of new officers or election of current officers to a second term will occur as the first item of business at the last scheduled meeting of the calendar year. Officers will be elected by a majority vote of the current board members in attendance at that meeting.

Section 4: Terms. All Board officers shall serve one year terms, but are eligible for re-election.

Section 5: Quorum. A simple majority of the Board constitutes a quorum.

Section 6: Notice. An official Board meeting requires that each Board member have notice in advance.

Section 7: Officers and Duties.

There shall be five regular officers of the Board consisting of Chairman, Vice Chairman, Secretary, Treasurer, and Past Chairman. Their duties are as follows:

**Chairman:** Shall preside at all regularly scheduled meetings of the membership and the Board of Directors. Shall determine committees and assign chairs as needed.

**Vice Chairman:** Shall serve when the Chairman is unavailable.

**Secretary:** Shall be responsible for keeping records of Board actions, including overseeing the taking of minutes at all Board meetings, sending out meeting announcements, distributing copies of minutes and the agenda to Board and assuring that corporate records are maintained.

**Treasurer:** Shall make a report at each Board meeting, prepare an annual schedule of projected expenses with input from the Board, and make financial information available to Board members and the general public if requested. The Treasurer shall also be responsible for any required Government reporting.

**Past-Chairman:** Shall assist new Chairman as needed.

**Section 8: Vacancies.** When a vacancy on the Board exists, nominations for new members may be received from present Board members by the Secretary in advance of a Board meeting. These nominations shall be sent out to Board members with the regular Board meeting announcement, to be voted upon at the next Board meeting. These vacancies will be filled only to the end of the particular Board member's term.

**Section 9: Resignation and Absences.** Resignation from the Board must be in writing and received by the Secretary. A Board member may be dropped from the Board if s/he has three unexcused absences from Board meetings in a year.

**Section 10: Special Meetings.** Special meetings of the Board shall be called upon the request of the Chairman or one-third of the Board. Notices of special meetings shall be sent out by the Secretary to each Board member.

#### ARTICLE IV - COMMITTEES

**Section 1:** The Board may create committees as needed and appoints all committee chairs.

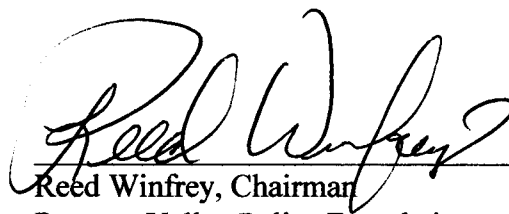
**Section 2: Finances.** All un-projected expenses over \$50 must be approved by a majority vote of the Board. The fiscal year shall be the calendar year. The financial records of the organization are public information and shall be make available to the Board members and the general public if requested.


#### ARTICLE V - AMENDMENTS

**Section 1:** These Bylaws may be amended when necessary by a two-thirds majority of the Board of Directors. Proposed amendments must be submitted to the Secretary to be sent out with regular Board announcements.

These Bylaws were approved at a meeting of the Board of Directors of PRESCOTT VALLEY POLICE FOUNDATION on April 25, 2016.

Amended April 25, 2016  
Effective April 25, 2016

 4-25-2016  
Reed Winfrey, Chairman  
Prescott Valley Police Foundation

 4-25-16  
Secretary  
Prescott Valley Police Foundation