

KVVFA Constitution and Bylaws

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Constitution

Article I – Title, Mission and Objectives

Section 1.1

This organization shall be known as the Kittitas Valley Volunteer Firefighters Association (KVVFA).

Section 1.2

The mission of the Kittitas Valley Volunteer Firefighters Association is “To provide information, education, benefits and representation to the volunteer fire service in the Kittitas Valley, in order to support volunteerism, enhance the community, and help our neighbors.”

Section 1.3

The objective of this Association shall be:

1. The promotion of fire prevention, life safety and first responder benefits and the education of policymakers and the general public;
2. The advancement of fire suppression and EMS services in the Kittitas Valley through education, training, and community engagement;
3. Promotion, advancement, retention and representation of the volunteer firefighters in the Kittitas Valley;
4. Cultivation of closer partnerships between the volunteers, career staff, and leadership of fire districts within the Kittitas Valley;
5. Support of the community within the boundaries of Kittitas County Fire Protection District No. 2, and;
6. Sponsorship of periodic events and outreach to accomplish the mission and objectives of this Association.

Article II - Membership

Section 2.1

The active membership of this Association shall include all dues-paying current volunteer members in good standing of Kittitas Valley Fire & Rescue, as well as any retired or no longer active volunteer member of KVFR who served as a volunteer member of KVFR for at least five years, or other persons as approved by the Board.

Section 2.2

Active members also serving as commissioners of Kittitas County Fire Protection District No. 2 shall not be entitled to the right to vote, hold office, or the right to speak from the floor except by approval from the presiding officer, while in elected office.

Article III – Board of Directors and their Election

Section 3.1

The Board of Directors of this Association shall consist of a President, 1st Vice President, 2nd Vice President, Secretary, and Treasurer, and shall be elected as provided by the Bylaws.

Section 3.2

The Board of Directors (“Board”) shall be elected at the annual meeting and shall commence their official duties on first day of the calendar year.

Section 3.3

In case of a vacancy in the office of President, the 1st Vice President shall succeed to the office of President. In case of a vacancy in the office of 1st Vice President, the 2nd Vice President, Secretary, or Treasurer, the vacancy shall be filled by vote of the remaining members of the Board of Directors.

Section 3.4

Individuals seeking a position on the Board of Directors must meet the following minimum required qualifications at the time:

1. Be an active member of the association.
2. Has successfully completed five years’ of satisfactory experience in the fire service.
3. Has the time available to perform duties.

Article IV – Duties of the Board of Directors

Section 4.1

The Board of Directors shall meet at the call of the President or upon the petition of any three Board members and shall conduct all business of the Association during the interim between annual meetings, submitting a report of its activities to the Association for approval at the annual meeting. The Board shall provide upon written request, the minutes of the Association’s annual and board meetings.

Section 4.2

The Board shall have full power to make all necessary arrangements for operation of the Association and to set the membership fees to be collected for membership in the Association. All moneys collected for the Association shall be paid to the Association Treasurer.

Section 4.3

Any Board member failing to attend 3 of the Board meetings during the year without an acceptable excuse as decided by the remaining members of Board disqualified and the balance of the term of such Board member shall be filled as provided by Article III.

Article V – Meetings

Section 5.1

The annual meeting of this Association shall be held at a time and place designated by the Board.

Section 5.2

All active members of the Association are entitled to vote on all business at the annual meeting.

Article VI – Funds and Fiscal Period

Section 6.1

There are hereby created the following funds for carrying out the functions of this Association:

1. The General Fund, to which all sums not otherwise allocated shall be credited;
2. The Benevolent Fund, to which all funds can be used for members, their families, and others in need as determined by the Board of Directors.

Section 6.2

The Fiscal Year for this Association shall run from January 1 through December 31 each year.

Article VII – Appendices

Section 7.1

Any appendices attached to this Constitution or Bylaws shall be subject to change by action of the Board of Directors.

Article VIII – Amendments

Section 8.1

The Board of Directors may vote to amend the Bylaws at any regular or special business meeting prior to which proper notice was given. Any active member may submit bylaw changes to the Board of Directors for consideration. All proposed changes to the Constitution or Bylaws, shall be posted for a minimum 45-days prior to any action by the board. Any voting member may comment to the Board of Directors in writing to the Secretary of the association. All comments will be considered up to 15-Days prior to voting.

End KVVFA Constitution

KVVFA Constitution and Bylaws

KVVFA Bylaws

1. All current volunteer members in good standing of Kittitas Valley Fire & Rescue (KVFR), as well as all retired or no longer active volunteer members of KVFR who served as a volunteer member for at least five years shall be eligible for active membership in this Association.
2. People wishing to support KVVFA who do not meet the requirements of active membership, including, but not limited to, career KVFR personnel, staff, family of active members, and community members may claim the title of “friend of” the association by paying \$200 annually.
3. Money in each of the working funds named in [Article VI](#) may be invested as considered appropriate by the Treasurer upon approval of the Board of Directors.

Annual Meeting

1. Call to order
2. Roll call of Board of Directors
3. Reading minutes/Approval of minutes
4. Treasurer's report
5. Committee reports
6. Election of Board of Directors
7. Unfinished business
8. Conference reports
9. New business
10. Good of the order
11. Adjournment

Rules of Order

1. The current edition of Robert's Rules of Order Newly Revised shall govern this Association in the conduct of its business, unless otherwise modified by the Constitution and Bylaws.
2. Every person, before speaking on any question, may address the presiding officer by giving their name and the department to which they belong.
3. Where two persons rise at once, the presiding officer shall name the one to speak first, giving preference to the person speaking for the first time on the question.
4. No member shall interrupt another in their remarks except to call to a point of order.
5. A motion shall not be opened for discussion until it has been properly seconded and stated from the presiding officer.
6. Voting shall be by voice, but any member may require a roll call of the active members.

KVVFA Constitution and Bylaws

Appendix A

The following shall be the annual dues or fees assessed for members of this Association unless otherwise noted:

- 1) Active member..... \$ 100.00
- 2) Lifetime membership – 1 time assessment..... \$ 1,000.00
- 3) “Friend of” \$ 200.00

Appendix B

Committees shall consist of, but not be limited to the following:

1. Internal Policies & Procedures	2. Volunteer Firefighter Recruitment
3. Scholarships & Awards	4. Strategic Planning
5. Annual Meeting	6. Financial
7. Legislative	8. Benevolent Fund
9. Nominating	10. Executive
11.	12.