

**NORTHEAST FLORIDA CHAPTER
OF FLORIDA ASSOCIATION OF CODE ENFORCEMENT**

BY-LAWS

ARTICLE I – NAME

Section 1. This organization shall be known as the NORTHEAST FLORIDA CHAPTER of the Florida Association of Code Enforcement.

ARTICLE II – PURPOSE

Section 1. The purpose of this CHAPTER shall be:

- a. To study and advance the science and practice of code enforcement through certification, training, and the exchange of ideas, information, and technology.
- b. To improve services and the quality of life for citizens of the municipalities and counties of Florida.
- c. To improve the prestige of Code Enforcement Officials by the promotion of higher standards of education and efficiency in the administration and application of environmental laws.
- d. To provide professional assistance and technical advice to governmental agencies engaged in the promulgation and administration of environmental laws.
- e. To promote fellowship and understanding among its members.

ARTICLE III – NON-PROFIT ORGANIZATION

Section 1. The NORTHEAST FLORIDA CHAPTER of the Florida Association of Code Enforcement shall be a non-profit, non-political organization.

ARTICLE IV – MEMBERSHIP AND VOTING

Section 1. There shall be the following classifications of membership:

- a. **Active Member** – A person who is an Active Member in good standing of the Florida Association of Code Enforcement, upon payment of dues established by the CHAPTER membership shall be recognized as an “Active Member.”

- b. **Associate Member** – A person or organization interested in the objectives of the CHAPTER, upon payment of dues established by the CHAPTER membership, shall be recognized as an “Associate Member.” This person or organization does not have to be an Active Member in good standing of the Florida Association of Code Enforcement.

Section 2. Only Active Members shall be entitled to vote. No Active Member shall cast more than one vote on any matter. No proxy voting shall be permitted. Any member, Active or Associate, may make or second motions and participate in meetings and discussions.

Section 3. Dues for annual membership in the CHAPTER shall be \$20.00 for Active Members and \$20.00 for Associate Members. Dues for renewal of membership are to be paid annually as of December 1st.

ARTICLE V – OFFICERS

Section 1. The property, affairs and policies of the CHAPTER shall be under the control of a Board of Directors consisting of a President, Vice President, Secretary, Treasurer, and one Director, of which shall be the immediate past president.

Section 2. The duties of all officers shall be such as usually pertain to their offices or as may be assigned by the President.

Section 3. All officers shall be elected from among the Active Members of the CHAPTER at the annual meeting in December.

Section 4. Officers shall be elected to and hold office for a period of one year. No office may be held by the same member in excess of two (2) consecutive years. Unless no eligible candidate presents himself/herself for the office.

Section 5. Vice-President will automatically assume the office of President at the end of the President’s term of office.

ARTICLE VI – MEETINGS

Section 1. The CHAPTER shall hold meetings each month at a time and place designated by the Board of Directors.

Section 2. The last meeting of the calendar year shall be designated as the Annual Meeting. Two months prior to the Annual Meeting, the president shall appoint a Nominating Committee composed of three Active Members who shall submit to the membership present at the annual Meeting nominations for the Board of Directors. Elections shall be completed by the close of the Annual Meeting.

Section 3. Twenty-five percent of the Active Membership present at a meeting shall constitute a quorum.

Section 4. The order of business at regular meetings of the CHAPTER shall be:

- a. Roll Call of Officers
- b. Approval of Minutes of Previous Meeting
- c. Announcements
- d. Reports of Officers and Committees
- e. Program
- f. Unfinished Business
- g. New Business
- h. Adjournment

ARTICLE VII – STANDING COMMITTEES

Section 1. Permanent and temporary committees of the CHAPTER may be appointed by the President, with approval of a majority of the regular members.

ARTICLE VIII – AMENDMENTS

Section 1. Amendments to these By-Laws to be considered shall be presented to the President in writing. The proposed amendment may be discussed, amended, and passed by a three-fourths majority of Active Members present at a regular meeting.

ARTICLE IX – CONFLICT OF INTEREST

Section 1. No members or officer of the CHAPTER shall derive any pecuniary gain from the operation of the CHAPTER. This shall not be construed to prevent payment of compensation for services actually rendered to the CHAPTER or expenses incurred in attending meetings.

APPROVED: _____