

NORTHEAST
ASSOCIATION OF CODES ENFORCEMENT

BY-LAWS

ARTICLE I – NAME

Section 1.

This organization shall be known as the NORTHEAST ASSOCIATION OF CODE ENFORCEMENT (N.E.A.C.E.). In this document, the Northeast Association of Code Enforcement is referred to as “N.E.A.C.E.” or as the “Association”.

ARTICLE II- PURPOSE

Section 1. The purpose of this ASSOCIATION 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 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 ASSOCIATION membership shall be recognized as an "Active Member".

- b. **Associate Member** - a person or organization interested in the objectives of the ASSOCIATION, upon payment of dues established by the ASSOCIATION 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. Voting

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 or discussions.

Section 3. Dues

Annual membership dues for Active and Associate Members shall be recommended by the Executive Board and shall be set by a majority of the voting membership assembled at any regular meeting. The dues of all members shall be due and payable by December 1st of each year.

ARTICLE V – OFFICERS

Section 1. The property, affairs and policies of the ASSOCIATION 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 ASSOCIATION 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 more than two (2) consecutive years. Unless no eligible candidate presents himself/herself for the office.

Section 5. The Vice-President will automatically assume the office of President at the end of the Presidents term of office.

ARTICLE VI – MEETINGS

Section 1. Bi-Monthly Meetings

- a. The ASSOCIATION shall hold bi-monthly meetings at a time and place designated by the Board of Directors.
- b. The primary purpose of the meetings will be to participate in educational programs, and to discuss all activities of the association.

Section 2. Special Meetings

- a. The President may call a special meeting at such time, date, and place as they may consider appropriate or
- b. At the written request of at least 10% of the Active Members of N.E.A.C.E., the President shall call a special meeting.

Section 3. Quorum

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

Section 4. Order of Business

The order of business at regular meetings of the ASSOCIATION shall be:

- a. Call to order
- b. Approval of Minutes of Previous Meeting
- c. Announcements
- d. Treasurer's Report
- e. Program
- f. Unfinished Business
- g. New Business
- h. Adjournment

Section 5. NOTICE OF MEETING

A written notice of each regular meeting of N.E.A.C.E. shall be transmitted to each member, along with a draft copy of the minutes from the previous meeting, no more than two weeks prior to the next meeting by the Secretary.

Section 6. MINUTES

Complete minutes shall be recorded of each business meeting by either the Secretary or some other qualified Member of N.E.A.C.E. designated by the Secretary to serve in his/her absence. All minutes once read and approved by the appropriate body as to accuracy, shall be accepted and recorded into N.E.A.C.E. records.

ARTICLE VII –NOMINATION AND ELECTION OF OFFICERS; VACANCIES IN OFFICE

Section 1. Nominations

- a. Regular elections shall be held at the December meeting as terms expire.
- b. The president shall appoint a nominating committee composed of three Active Members in good standing with the Association. This appointment shall be done at least sixty days prior to the Annual Meeting.
- c. The nominating committee shall prepare a slate of nominees for the offices of Vice President, Secretary, and Treasurer.
- d. The nominating committee may select more than one person for all offices not to exceed three persons per office.
- e. Elections shall be completed by the close of the Annual Meeting.
- f. If there is only one nominee for any office, the membership present may instruct the Secretary to cast a ballot for the full number of qualified members present at the meeting for the said nominee where upon the president shall declare him or her elected by the Association.
- g. The President will ask the floor for any late nominations at the final Regular Business meeting of the Association in November.
- h. Formal notification of the election results shall be prepared by the Secretary and provided to each N.E.A.C.E. member.

Section 2. Vacancies

In the event there is a vacancy in the office of the President, the Vice President shall immediately vacate his/her office and resume the office of President. The President shall have the power to fill any vacated office until a regular office is held.

ARTICLE VIII –STANDING COMMITTEES

Section 1.

Permanent and temporary committees of the ASSOCIATION may be appointed by the President, with the approval of the majority of the regular members.

ARTICLE IX - 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 three-fourths majority of Active Members present at a regular meeting.

ARTICLE X – CONFLICT OF INTEREST

Section 1.

No member or Officer of the ASSOCIATION shall derive any pecuniary gain from the operation of the ASSOCIATION. This shall not be construed to prevent payment of compensation for services rendered to the ASSOCIATION or expenses incurred in attending meetings.

ARTICLE XI – SEVERABILITY

Section 1.

If any part of these By-Laws shall be declared unconstitutional or invalid by a court of competent jurisdiction, the remaining provisions are hereby declared to be severable and remain in full force and effect.

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BY-LAW AMENDMENTS APPROVED BY THE BOARD OF DIRECTORS AND THE GENERAL MEMBERSHIP ON THIS DAY OF March, 12, 2025.

[Signature]

Richard Chimento – President

[Signature]

Robin Crespo – Vice President

[Signature]

Henry Irving – Treasurer

[Signature]

Sarah Passalacqua – Past President

[Signature]

Lori Troxel - Secretary

ATTEST:

I certify that the forgoing document is a true and correct copy of the revised Proposed By-Laws of the Northeast Association of Code Enforcement and was adopted by the Officers and General Membership of the Association on this 12th day of March 2025.

[Signature]

Lori Troxel – Secretary

STATE OF FLORIDA
COUNTY OF St Johns County

Sworn to (or affirmed) and subscribed before me by means of physical presence online notarization this 12th day of March, 2025, by R. Chimento, Robin Crespo, who is personally known to me or has produced personally known as identification.

Henry Irving, S. Passalacqua & L. Troxel.

[Signature]
Signature of Notary Public

Print, Type or Stamp Name of Notary

