

Bylaws Review – Proposed Changes

Original Language	Proposed Change
Section 1.1 - ...It is a nonprofit corporation organized and existing under the laws of the State of Texas.	...It is a nonprofit <u>501(c)(6)</u> corporation organized and existing under the laws of the State of Texas.
JUSTIFICATION: The 501 (c)(6) was added so that it was clear which category of non-profit the ASSOCIATION fits in.	
Section 2.1 - The purpose of the ASSOCIATION is to unite for mutual benefit those public officials and private persons who champion fire prevention in the State of Texas; promote high professional standards within the Texas fire marshal community; provide an outlet for the exchanging of the most up-to-date technical information and developments in fire prevention; foster partnerships and close cooperation between governmental and industrial fire service organizations, law enforcement agencies, news media, and the insurance industry., local fire prevention committees, and state and federal agencies; and to complement the objectives of all other fire service organizations.	The purpose of the ASSOCIATION is to unite for mutual benefit those public officials and private persons who champion fire prevention in the State of Texas; promote high professional standards within the Texas fire marshal community; provide an outlet for the exchanging of the most up-to-date technical information and developments in fire prevention; foster partnerships and close cooperation between governmental and industrial fire service organizations, law enforcement agencies, news media, and the insurance industry, <u>local fire prevention committees, and state and federal agencies; and to complement the objectives of all other fire service organizations.</u>
JUSTIFICATION: Eliminates redundant language by removing specific references that are already encompassed within the terms "Government" and "Industry," thereby improving clarity and consistency.	
Sections 3.1 and 3.3 are changed from 5 classifications of membership to 3 classifications of membership due to other proposed changes.	
Section 3.3.2 - Associate Membership. Any employee of the Texas State Fire Marshal's Office who does not pay annual dues to the ASSOCIATION as an Active Member are otherwise considered Associate Members solely based on their employment status with that agency. Associate Members shall have the privileges of an active member, except voting and holding elected office. They may be appointed to standing or special committees of the ASSOCIATION by the President.	Associate Membership. Any employee of the Texas State Fire Marshal's Office who does not pay annual dues to the ASSOCIATION as an Active Member are otherwise considered Associate Members solely based on their employment status with that agency. Associate Members shall have the privileges of an active member, except voting and holding elected office. They may be appointed to standing or special committees of the ASSOCIATION by the President.
JUSTIFICATION: Removes this membership type as it is no longer utilized, simplifying the membership structure and reducing confusion.	

Bylaws Review – Proposed Changes

Section 3.3.3 Affiliate Membership	Individual Business/Trade Membership
JUSTIFICATION: Updates the section title to more accurately reflect the purpose and intent of the membership type, improving clarity and understanding for members.	
Section 3.3.4 Sustaining Membership	Remove this membership type and add to the financial policy as a type of sponsorship.
JUSTIFICATION: Reclassifies this category as a sponsorship rather than a membership type to more accurately reflect its purpose and benefits within the Association.	
Section 3.4 – Dues for all classes of membership in the ASSOCIATION shall be established by simple majority vote of the general membership present at the Annual Meeting of Members based on recommendations by the Finance Committee and the Board of Directors. They shall be re-affirmed, reduced, or increased at the Annual Meeting of Members in years ending in an even number.	Dues and fees for all classes of membership in the ASSOCIATION shall be established by simple majority vote of the Board of Directors general membership present at the Annual Meeting of Members based on recommendations by the Finance Committee and the Board of Directors . Dues They shall be re-affirmed, reduced, or increased at the Annual Meeting of Members in years ending in an even number. <u>Adjustments of membership dues may not increase more than twenty percent (20%) without a simple majority vote of the membership.</u>
JUSTIFICATION: Enhances the Board of Directors' ability to manage the financial health of the Association while maintaining appropriate member oversight. Authorizing the Board to adjust membership dues by up to 20% allows for timely and proactive responses to routine cost increases, operational needs, and budgetary considerations without being constrained by the timing of membership meetings.	
Section 3.4.1 Posting Dues. A current dues rate for the classes of membership shall be posted in: Section 3.4.1.1 The minutes of the Annual Meeting of Members at which they were approved. Section 3.4.1.2 Updated and posted in the Accounting Policy and Procedures Manual of the ASSOCIATION. Section 3.4.1.3 On the ASSOCIATION website.	Current dues rate for the classes of membership shall be posted in the Financial Policy of the ASSOCIATION. Sections 3.4.1.1, 3.4.1.2, and 3.4.1.3 deleted.
JUSTIFICATION: Clarifies where membership dues rates are established and maintained, ensuring members can easily locate current fee information.	
Section 3.5.2.1 Members failing to remit their annual membership dues by January 15 each year will forfeit their membership and be dropped from the rolls of the ASSOCIATION.	Members failing to remit their annual membership dues by January 15 March 1 each year will forfeit their membership and be dropped from the rolls of the ASSOCIATION.

Bylaws Review – Proposed Changes

JUSTIFICATION: Provides members additional time to pay dues while maintaining the requirement that dues be paid prior to the first membership meeting, typically held in March during the IAAI Conference, in order to be eligible to vote.	
Section 3.5.3.3.1 When a formal complaint is received, the President shall appoint a Special Committee of three or more persons to investigate the complaint. People assigned to the Special Committee shall not be a member of the Board of Directors or an Executive Officer. The Special Committee shall present a written report to the Officers and Directors.	When a formal complaint is received, the President shall appoint a Special Committee of three or more persons to investigate the complaint. People assigned to the Special Committee shall not be a member of the Board of Directors or an Executive Board Officer. The Special Committee shall present a written report to the Board of Directors within fifteen (15) days of assignment.
JUSTIFICATION: Revises this provision to allow members of the Board of Directors to serve on a special committee to investigate complaints, while excluding Executive Board members to maintain impartiality. Additionally, requires the committee to report its findings back to the Board within fifteen days of receiving a complaint, ensuring timely review and action.	
Section 3.5.3.3.2. After review of the written report, a 2/3 majority vote of the Officers and Directors present at a Special Board meeting, provided there is a quorum, shall be required to impose censure, suspension, or termination of a member.	After review of the written report, a 2/3 majority vote of the Officers and Board of Directors present at a Special Board meeting, provided there is a quorum, shall be required to impose censure, suspension, or termination of a member.
JUSTIFICATION: Renames “Officers of the Board” to “Board of Directors” to ensure consistency in terminology throughout the document.	
Section 3.5.3.3.3. Any member subject to censure, suspension, or termination shall be notified in writing by the Secretary (or Secretary/Treasurer if the roles are combined) of the decision of the Officers and Directors. A member that has had their membership censured, suspended or terminated may request a hearing before the Board of Directors by submitting a written request.	Any member subject to censure, suspension, or termination shall be notified in writing by the ASSOCIATION Secretary (or Secretary/Treasurer if the roles are combined) of the decision of the Officers and Board of Directors . A member that has had their membership censured, suspended or terminated may request a hearing before the Board of Directors by submitting a written request within ten (10) days of receiving notice from the ASSOCIATION.
JUSTIFICATION: Clarifies that the Association will provide written notice to members of censure, suspension, or termination, removing this responsibility from solely the Secretary. Additionally, establishes a defined ten-day period for members to appeal decisions of the Board of Directors, ensuring due process and consistency.	
Section 3.6.1 Reinstatement from Due Delinquency. Any former member, terminated for failure to pay dues, shall be reinstated upon re-application for membership and payment of dues.	Any former member, terminated for failure to pay dues, shall be reinstated upon re-application for membership and payment of dues and fees.

Bylaws Review – Proposed Changes

JUSTIFICATION: Clarifies that members removed for nonpayment of dues may be reinstated upon payment, ensuring a clear and consistent process for restoring membership.	
Section 4.1.1 Executive Officers. The Executive Officers of the ASSOCIATION shall be the President, a First Vice President and a Second Vice President.	The Executive Officers of the ASSOCIATION shall be the President, a First Vice President and a Second Vice President who shall collectively be referred to as the Executive Board.
Section 4.1.1.1 No more than one person per jurisdiction, department, or officer can be a member of the Executive Officers at any given time. This does not prevent persons from the same jurisdiction, department or office serving as a Standing or Special Committee.	No more than one person per jurisdiction, department, or officer can be a member of the Executive Board Officers at any given time. This does not prevent persons from the same jurisdiction, department or office serving as a Standing or Special Committee.
JUSTIFICATION: Clarifies that only one individual from the same agency may serve on the Executive Board at any given time, ensuring balanced representation and preventing concentration of leadership within a single agency.	
Section 4.1.2.1 No more than one person per jurisdiction, department, or office can be a member of the Board of Directors at any given time. This does not prevent persons from the same jurisdiction, department or office serving as Standing or Special Committee members. In the event that a member of the Board of Directors is hired by an agency that already has a representative on the board, both members will be allowed to fulfill their terms on the board.	No two members from the same agency may serve at the same time in more than one Board position. Specifically, two members from the same agency may not both serve as Executive Officers, and they may not both serve as Directors; however, one member from an agency may serve as an Executive Officer while another member from that same agency serves as a Director. No more than one person per jurisdiction, department, or office can be a member of the Board of Directors at any given time. This does not prevent persons from the same jurisdiction, department or office serving as Standing or Special Committee members. In the event that a member of the Board of Director is hired by an agency that already has a representative on the Board, both members will be allowed to fulfill their terms as Directors. On the Board. This exception does not apply to Executive Officers.
JUSTIFICATION: Clarifies board composition by preventing multiple members from the same agency from serving simultaneously, while allowing continuity if members become affiliated with the same agency during their term. Additionally, permits representation from the same agency across roles by allowing one member to serve as an Executive Officer and another as a Director.	

Bylaws Review – Proposed Changes

Section 4.4.1 Election Process. Officers and directors of the Board shall be elected at the Annual Meeting of Members of the Association to fill terms soon to expire, unless otherwise ordered by resolution or motion duly approved by membership. Members who want to run shall make that official declaration to the Nominations Committee prior to the election so their name can be placed on the ballot. Declarations can be made at any time before the next regularly scheduled Annual Meeting of Members. There shall be no nominations from the floor or write-in votes cast on the day of election, unless there have been no nominations received by the nomination committee at the time of the election.	Officers and directors of the Board shall be elected at the Annual Meeting of Members of the ASSOCIATION to fill terms soon to expire, unless otherwise ordered by resolution or motion duly approved by membership. Members who choose want to run shall submit an make that official declaration no later than thirty (30) days prior to the Annual Meeting to the Nominations Committee prior to the election so their name can be placed on the election ballot. No late nominations will be accepted, including nominations from the floor or write-in votes cast on the day of the election, unless the Nominations Committee has received no nominations by the time of the election. Declarations can be made at any time before the next regularly scheduled Annual Meeting of Members. There shall be no nominations from the floor or write-in votes cast on the day of election, unless there have been no nominations received by the nomination committee at the time of the election.
JUSTIFICATION: Establishes a clear timeline for candidates to declare their intent to run, allowing the Nominations Committee sufficient time to verify eligibility and ensure qualified candidates are properly placed on the ballot.	
Section 4.4.2 Board of Directors Eligibility. To be eligible for nomination, individuals must be active members in good standing who have actively served on at least one standing committee. The Nomination Committee will verify eligibility.	To be eligible for nomination, the member individuals must be active and members in good standing of the ASSOCIATION for a minimum of two (2) years and have attended at least two out of the last three annual conferences. who have actively served on at least one standing committee. The Nomination Committee will verify eligibility.
JUSTIFICATION: Clarifies and refines eligibility requirements for the Board of Directors to ensure candidates are active members in good standing.	
Section 4.6 Removal from Office. Any Executive Officer or Director may be removed from office with or without cause by a vote of a simple majority of all of the members or by a two-thirds (2/3) or greater vote of the Board of Directors. Executive Officers or Directors may not be removed by the general membership at a meeting unless the notice of such meeting states that the purpose, or one of the purposes of the meeting is removal of said Officer or Director.	Any Executive Officer or Director may be removed from office for cause only upon a two-thirds (2/3) vote of the Board of Directors or a two-thirds (2/3) vote of the members present at a duly called meeting at which a quorum is established. “For cause” shall include, but is not limited to, failure to fulfill the duties of the office, violation of the ASSOCIATION’s governing

Bylaws Review – Proposed Changes

	documents or policies, misconduct, or actions detrimental to the best interests of the organization. Section 4.6.1 Prior to any vote on removal, the Executive Officer or Director shall be provided with: 1. Written notice of the proposed removal and the specific grounds for such action at least fourteen (14) days in advance; and 2. An opportunity to respond, either in writing or in person, at the meeting where the removal is to be considered. Removal by the membership may occur only at a meeting for which prior notice has been given stating that the purpose, or one of the purposes, of the meeting is the proposed removal of the Officer or Director. A vacancy created by such removal shall be filled in accordance with these Bylaws. Any Executive Officer or Director may be removed from office with or without cause by a vote of a simple majority of all of the members or by a two thirds (2/3) or greater vote of the Board of Directors. Executive Officers or Directors may not be removed by the general membership at a meeting unless the notice of such meeting states that the purpose, or one of the purposes of the meeting is removal of said Officer or Director.
JUSTIFICATION: Clarifies and strengthens the process for removal of an Executive Officer or Director by clearly defining the grounds, procedures, and authority for such actions.	
Section 5.4.2 Treasurer. The Treasurer shall be responsible for Accounts Receivable, Accounts Payable, collecting dues, paying bills, depositing of funds, managing banking matters and ASSOCIATION credit cards and other fiscal matters that may arise. The Treasurer will make regular reports to the Finance Committee Chair and provide statements and account information to the Secretary for posting on the website and provide reports and access to account information to the ASSOCIATION retained Certified Public Accountant. The Treasurer position will furnish bond at the expense of the ASSOCIATION.	The Treasurer shall be responsible for Accounts Receivable, Accounts Payable, collecting dues, paying bills, depositing of funds, managing banking matters and ASSOCIATION credit cards and other fiscal matters that may arise. The Treasurer will make regular reports to the Finance Committee Chair and provide statements and account information to the Secretary for posting on the website and provide reports and access to account information to the ASSOCIATION retained Certified Public Accountant. The Treasurer position will furnish a Financial Bond at the expense of the ASSOCIATION. The

Bylaws Review – Proposed Changes

	Treasurer will provide a financial report at the Annual and Mid-Year Membership Meetings.
JUSTIFICATION: Clarifies the duties of the Treasurer by requiring a financial bond and ensuring that financial reports are provided at each membership meeting.	
Section 5.6 Ex-Officio Members. All retired Presidents shall become Ex-Officio members of the Board. The President, with the approval of the Board, may appoint such Ex-Officio members to serve in various functions to aid in matters of the ASSOCIATION. The Fire Marshal of the State of Texas shall be an Ex-Officio member of the Board. All Ex-Officio members shall have the privilege of attending and participating in all meetings of the Board but shall not have voting power in such meeting. Ex-Officio Members are allowed to vote as a member of the ASSOCIATION at all regular and special member meetings called by the President.	All retired The immediate past Presidents shall become an Ex-Officio members of the Board. The President, with the approval of the Board, may appoint such Ex-Officio members to serve in various functions to aid in matters of the ASSOCIATION. The Fire Marshal of the State of Texas shall be an Ex-Officio member of the Board. The Secretary, Treasurer, and Executive Director shall also be considered Ex-Officio members. All Ex-Officio members shall have the privilege of attending and participating in all meetings of the Board but shall not have voting power in such meeting. Ex-Officio Members are allowed to vote as a member of the ASSOCIATION at all regular and special member meetings called by the President.
JUSTIFICATION: Clarifies and expands the composition of ex officio board members by recognizing the Secretary, Treasurer, Executive Director, and the immediate past president in this role, while ensuring that not all past presidents are automatically included.	
Section 5.7 Executive Director – New	The ASSOCIATION shall appoint an Executive Director to serve as the Chief Administrative Officer responsible for the day-to-day operations of the ASSOCIATION, subject to the direction and oversight of the Executive Board. The Executive Director shall be selected by the Executive Board and the Executive Director's initial contract shall be approved by a majority vote of the Board of Directors of the ASSOCIATION. This position shall be compensated and shall perform in accordance with the approved contract. Contract extension shall be approved in accordance with the terms of the contract. The Executive Director shall report to the Executive Board and shall ensure continuity of operations.
JUSTIFICATION: Clearly outlines the position, authority, and responsibilities of the Executive Director to ensure a consistent understanding of the role within the Association.	

Bylaws Review – Proposed Changes

Section 6.1 Number of Meetings. The ASSOCIATION shall have no less than four (4) meetings a year, a minimum of one (1) in each calendar quarter. Two (2) meetings shall be designated as member meetings and two (2) shall be designated as Director Meetings.	The ASSOCIATION shall have no less than four (4) meetings a year. a minimum of one (1) in each calendar quarter. Two (2) meetings shall be designated as member meetings and two (2) shall be designated as Director Meetings.
JUSTIFICATION: Clarifies and more precisely defines the annual meeting schedule to ensure consistency and understanding among members.	
Section 6.2 Annual Meeting of Members. ...*All Past Presidents and Life Members, who are fully retired and not employed in any full-time capacity, are eligible (subject to budgetary constraints) to receive one night hotel expenses and banquet expense, covered by the ASSOCIATION, during the Annual Conference.	...*All Past Presidents and Life Members, who are fully retired and not employed in any full-time capacity, are eligible (subject to budgetary constraints) to receive one night hotel expenses and banquet expense, covered by the ASSOCIATION, during the Annual Conference.
JUSTIFICATION: Removes this provision from the bylaws and relocates it to the Financial Policy to ensure it is maintained in the appropriate governing document.	
Section 6.3 Mid-Year Meeting of Members. The Mid-Year Meeting of Members shall should be held at the end of in the 1st quarter of the calendar year, typically in March, at the location of the annual International Association of Arson Investigators, Texas Chapter Conference...	
JUSTIFICATION: Acknowledges that meetings are typically held in conjunction with the IAAI Conference, while providing flexibility for the Association to adjust meeting dates as needed based on changes to the conference schedule.	
Section 6.4 Board of Directors Meetings. The Board shall have a minimum of two (2) meetings to cover the 2nd and 3rd calendar quarters of the year. The 2nd calendar quarter meeting shall take place during the month of May, while the 3rd calendar quarter meeting shall take place during the month of August. These meetings can occur in person, by conference call, or by video conferencing. Roll call and minutes shall be taken. There shall be no proxy attendance for meetings. Minutes of the meeting shall be posted on the website.	The Board shall have a minimum of two (2) meetings to cover the 2nd and 3rd calendar quarters of during the calendar year. The 2nd calendar quarter meeting shall take place during the month of May, while the 3rd calendar quarter meeting shall take place during the month of August. These meetings can occur in person, by conference call, or by video conferencing. Roll call and minutes shall be taken. There shall be no proxy attendance for meetings. Minutes of the meeting shall be posted on the website.
JUSTIFICATION: Provides flexibility in scheduling meetings as needed while maintaining the requirement to hold at least two meetings.	

Bylaws Review – Proposed Changes

Section 6.5 Special Meetings. The President may call a special meeting. Previous notice of the meeting shall be sent to the members at least three days prior to the meeting. The notice can be given by e-mail, ASSOCIATION website posting, postal mail, telephone, or fax. These meetings can occur in person, by conference call, or by video conferencing. Roll call and minutes shall be taken. There shall be no proxy attendance for meetings. Minutes of the meeting shall be posted on the website, read, and approved at the Annual or Mid-Year Meeting of Members, whichever comes first.	The President may call a special membership meeting. Previous notice of the meeting shall be sent to the members at least three days prior to the meeting. The notice can shall be given by e-mail and, ASSOCIATION website posting, postal mail, telephone, or fax. These meetings can occur in person, by conference call, or by video conferencing. Roll call of the Board of Directors and minutes shall be taken. There shall be no proxy attendance for meetings. Minutes of the meeting shall be posted on the website, read, and approved at the Annual or Mid-Year Meeting of Members, whichever comes first.
JUSTIFICATION: Clarifies and modernizes provisions for special meetings by removing outdated methods and clearly defining how meetings will be posted and members notified.	
Section 7.1.1.3 Conference Committee. It shall be the duty of the Conference Committee to select speakers and training workshops for the Annual Conference. The Conference Committee shall contact potential speakers, collect speaker proposals, select workshops (speakers) for the upcoming Annual Conference and work with the Board on scheduling selected workshops.	Section 7.1.1.3 Conference and Event Committee It shall be the duty of the Conference Committee to select speakers and training workshops for the Annual Conference. The Conference Committee shall contact potential speakers, collect speaker proposals, select workshops (speakers) for the upcoming Annual Conference and work with the Board on scheduling selected workshops. It shall be the duty of the Conference and Events Committee to be responsible for the planning, development, and execution of the Annual Conference and other official events of the organization. The Committee shall solicit and evaluate speaker proposals, identify and select speakers and training workshops, and coordinate with selected presenters. The Committee shall also work in coordination with the Board of Directors to develop and finalize event schedules, including the Annual Conference and any additional trainings, meeting, or special events hosted or sponsored by the organization.
JUSTIFICATION: Renames the Conference Committee to the Conference and Events Committee and updates the description to clearly define its roles and responsibilities for the annual conference and other Association events.	
Section 7.1.1.11 Historian Committee. The Historian Committee plays a crucial role in preserving the ASSOCIATION’S legacy and ensuring that its history remains a meaningful and relevant part of its identity. The Historian Committee shall maintain accurate and	Section 7.1.1.11 Historian Committee. The Historian Committee plays a crucial role in preserving the ASSOCIATION’S legacy and ensuring that its history remains a meaningful and relevant part of its identity. The Historian Committee shall maintain accurate and comprehensive

Bylaws Review – Proposed Changes

comprehensive records including important events, milestones, and achievements and conduct research to fill gaps or to verify existing information. The committee shall develop and maintain a system to organize and archive historical documents and artifacts to ensure their preservation for future generations and provide valuable historical context to decision-making processes and projects within the ASSOCIATION. The Historian Committee shall collaborate with other committees within the organization to ensure historical accuracy in their respective areas of focus.	records including important events, milestones, and achievements and conduct research to fill gaps or to verify existing information. The committee shall develop and maintain a system to organize and archive historical documents and artifacts to ensure their preservation for future generations and provide valuable historical context to decision-making processes and projects within the ASSOCIATION. The Historian Committee shall collaborate with other committees within the organization to ensure historical accuracy in their respective areas of focus.
JUSTIFICATION: Recommends removal of this committee due to inactivity and lack of member interest in fulfilling its responsibilities.	
Section 7.1.1.13 Logo Items and Stores Committee. It shall be the duty of the Logo Items and Stores Committee to provide logo items for purchase in the store at the annual conference. Such logo items shall be in line with the dignity and purpose of the ASSOCIATION and promote the ASSOCIATION in a manner consistent with the purpose of the ASSOCIATION.	Section 7.1.1.13 Logo Items and Stores Merchandise Committee. It shall be the duty of the Logo Items and Stores Merchandise Committee to provide logo items for purchase in the store at the annual conference. Such logo items shall be in line with the dignity and purpose brand of the ASSOCIATION. and promote the ASSOCIATION in a manner consistent with the purpose of the ASSOCIATION.
JUSTIFICATION: Refines the committee's scope by removing references to logo oversight and clearly defining its responsibility for managing and distributing Association merchandise.	
Section 7.1.1.14 Membership Committee. It shall be the duty of the Membership Committee to report at the Annual Meeting the total membership in the ASSOCIATION and attendance at the Annual Conference. The Membership Committee shall report the number of new members and the number of members who are not current on their dues. The Membership Committee shall make a diligent effort to recruit new members and contact those members who have let their membership lapse.	Section 7.1.1.14 Membership Committee. It shall be the duty of the Membership Committee to report at the Annual Meeting the total membership in the ASSOCIATION and attendance at the Annual Conference. The Membership Committee shall report the number of new members and the number of members who are not current on their dues. The Membership Committee shall make a diligent effort to recruit new members and contact those members who have let their membership lapse.
JUSTIFICATION: Removes this committee to reflect that membership promotion is a shared responsibility of all members, rather than a function assigned to a single committee.	
Section 7.1.1.15 Nomination Committee. It shall be the duty of the Nomination Committee to receive and vet all prospective candidates	It shall be the duty of the Nomination Committee to receive and vet all prospective candidates for elected offices of the ASSOCIATION. The

Bylaws Review – Proposed Changes

for elected offices of the ASSOCIATION. The Nomination Committee shall prepare ballots prior to the Annual Meeting. The Nomination Committee shall count the ballots and announce the results at the Annual Meeting. Members of the Nomination Committee shall consist of three (3) Past Presidents appointed by the President prior to the beginning of the Annual Conference. If less than three (3) Past Presidents are present at the Annual Meeting, the President may appoint one (1) or more Life Members to serve on the committee.	Nomination Committee shall prepare approve ballots prior to the Annual Meeting. The Nomination Committee shall count the ballots and announce the results at the Annual Meeting. Members of the Nomination Committee shall consist of three (3) Past Presidents present at the Annual Membership Meeting appointed by the President prior to the beginning of the Annual Conference . If less than three (3) Past Presidents are present at the Annual Meeting, the President may appoint one (1) or more Life Members to serve on the committee.
JUSTIFICATION: Provides flexibility in committee composition by allowing additional qualified members to serve when the three most recent past presidents are unavailable, ensuring continuity in leadership and decision-making.	
Section 7.1.1.16 Public Education Committee. New Addition	Section 7.1.1.16 Public Education Committee. It shall be the duty of the Public Education Committee to be responsible for supporting and advancing public fire and life safety education initiatives of the ASSOCIATION. The Committee shall develop and promote educational programs, resources, and best practices for public educators, coordinate training opportunities and outreach efforts, and support the inclusion of public education content within the Annual Conference and other organizational events.
JUSTIFICATION: Establishes the committee as a standing committee rather than a special committee, ensuring its ongoing role and continuity within the Association's structure.	
Section 8.1 Annual Report to Members. Within 120 days after the close of the ASSOCIATION's fiscal year, the Finance Committee shall make an annual financial report available to all members which will contain in appropriate detail the revenues and expenses, and additionally, the assets and liabilities of the ASSOCIATION. This report will be published on the website of the ASSOCIATION or available upon request in pdf format by email.	Within 120 days after the close of the ASSOCIATION's fiscal year, the Finance Committee shall make an annual financial report available to all members which will contain in appropriate detail the revenues and expenses, and additionally, the assets and liabilities of the ASSOCIATION. This report will be published on the website of the ASSOCIATION or available upon request in pdf format by email.
JUSTIFICATION: Enhances protection of the Association's information while establishing a formal record of release, ensuring alignment with standard accounting practices and open records requirements.	

Bylaws Review – Proposed Changes

Section 10.1 Amendments of Bylaws. Amendments to the Bylaws shall be submitted to the Bylaws Committee not less than sixty (60) days prior to the Mid-Year or Annual Meeting of Members. The Bylaws Committee will review the proposed amendment and post on the website for comment not less than forty-five (45) days from the date of the meeting. The comment period shall be open for fifteen (15) days. Thirty (30) days prior to the meeting, the final draft of the proposed amendment shall be posted on the website for review. No further comments will be taken. The proposed amendment shall be brought up during Constitution and Bylaws Committee report, discussed and voted on at that time. Changes to the Bylaws will be underlined for one (1) year from the date of acceptance.

Proposed amendments to the Bylaws must be submitted to the Constitution and Bylaws Committee no less than ninety (90) days prior to a Mid-Year or Annual Meeting of the Members.

The Constitution and Bylaws Committee shall review each propose amendment and post it on the ASSOCIATION's website for members comment no later than sixty (60) days before the meeting. The comments period shall remain open for fifteen (15) days.

Following the comment period, the Constitution and Bylaws Committee shall finalize the proposed amendments. The final version shall be posted on the website no later than thirty (30) days prior to the meeting. No additional comments will be accepted after this posting.

The proposed amendments shall be presented during the Constitution and Bylaws Committee report at the meeting, at which time it will be discussed and voted upon by the membership.

All approved amendments shall be identified by underlining for a period of one (1) year form the date of adoption.

~~Amendments to the Bylaws shall be submitted to the Bylaws Committee not less than sixty (60) days prior to the Mid-Year or Annual Meeting of Members. The Bylaws Committee will review the proposed amendment and post on the website for comment not less than forty five (45) days from the date of the meeting. The comment period shall be open for fifteen (15) days. Thirty (30) days prior to the meeting, the final draft of the proposed amendment shall be posted on the website for review. No further comments will be taken. The proposed amendment shall be brought up during Constitution and Bylaws Committee report, discussed and voted on at that time. Changes to the Bylaws will be underlined for one (1) year from the date of acceptance.~~

Bylaws Review – Proposed Changes

JUSTIFICATION: Comprehensive revision of this section to improve clarity and eliminate ambiguity, while establishing a timeline that provides the committee sufficient opportunity to develop, review, and prepare items for member comment and voting.	
Section 11.1.4 Individuals who have completed a term as president of the association are eligible to receive the prestigious Dan Mayes Life Member Award, provided that they meet all other specified qualifications. A Life Member shall have all of the privileges and rights of an active member, without payment of dues. Nominations for the Dan Mayes Life Membership shall be made to the Board (or Awards Committee) at least sixty (60) days prior to the voting thereon. No more than two (2) nominations for such membership may be approved in any year.	Section 11.1.4 Nominations for the Dan Mayes Life Membership shall be made to the Awards Committee at least sixty (60) days prior to the Annual Membership Meeting. Recipients of the Life Member Award shall be approved by a majority vote of the Board of Directors. No more than two (2) nominations for such membership may be approved in any year. A Life Member shall have all of the privileges and rights of an active member, without payment of dues. Individuals who have completed a term as president of the association are eligible to receive the prestigious Dan Mayes Life Member Award, provided that they meet all other specified qualifications. A Life Member shall have all of the privileges and rights of an active member, without payment of dues. Nominations for the Dan Mayes Life Membership shall be made to the Board (or Awards Committee) at least sixty (60) days prior to the voting thereon. No more than two (2) nominations for such membership may be approved in any year.
JUSTIFICATION: This section was revised to clarify that eligibility alone does not confer Life Member status and that prior service as President does not automatically qualify a member. The intent is to preserve the prestige of the designation by ensuring it remains a deliberate and distinguished honor through a formal nomination process.	
Section 11.6.4 Awards Committee will examine requests, either approving or disapproving request, then submit all information to the Board, who will make the final approval or disapproval.	Awards Committee will examine requests, either approving or disapproving request, then submit all information to the Board of Director, who will make the final approval or disapproval.
JUSTIFICATION: Adds the words “of Directors” to clearly define the governing body being referenced, eliminating ambiguity and ensuring consistency throughout the bylaws.	

Bylaws Review – Proposed Changes

Section 11.7 Awards Deletion. If any member of the Awards Committee or officer feels that any established award could be combined with another award, or deleted from the approved list, they shall submit their request, in writing, explaining in detail reasons for combination or deletion, and present information through the Awards Committee to the Board. The Board shall have final approval or disapproval.	If any member of the Awards Committee or officer feels that any established award could be combined with another award, or deleted from the approved list, they shall submit their request, in writing, explaining in detail reasons for combination or deletion, and present information through the Awards Committee to the Board of Directors. The Board of Directors shall have final approval or disapproval.
JUSTIFICATION: Adds the words “of Directors” to clearly define the governing body being referenced, eliminating ambiguity and ensuring consistency throughout the bylaws.	