

WASHINGTON STATE  
SEARCH & RESCUE COORDINATORS  
ASSOCIATION  
\*\*\*BY-LAWS\*\*\*

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ARTICLE I - NAME

The name of this organization shall be the WASHINGTON STATE SEARCH AND RESCUE COORDINATORS ASSOCIATION.

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ARTICLE II - PURPOSE

The Washington State Search and Rescue Coordinators Association shall provide a state-wide forum for communications, coordination, and cooperation among search and rescue coordinators with the purpose of improving our collective ability to respond effectively to life-saving missions. This will be carried out by policy recommendations, education, training, mutual aid, and legislative actions affecting search and rescue.

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ARTICLE III - MEMBERSHIP

SECTION 1: Membership shall be extended to those professional coordinating organizations in the state of Washington directly involved in the conduct of search and rescue. Each member of the following organizations shall have a voice and one vote in all meetings of the Association. Association membership shall be vested in the following organizations:

- A. Commissioned Search & Rescue Coordinators.
- B. State of Washington Emergency Management Division.
- C. State of Washington, Department of Transportation, Aeronautics Division.

SECTION 1.1: Alumni Membership shall be extended to previous individual members of the Association who are re-assigned within their WSSARCA member organization or retire from their organizations and still maintain an interest in search and rescue.

- A. Alumni Membership will only be extended to those individuals who are members in Good Standing with the Association at the time of re-assignment or

retirement. Good standing is measured by being able to keep or obtain a Washington State Peace Officers Certificate or a letter of recommendation from current/ previous employer for non-law enforcement agencies.

B. Alumni membership would only be extended to membership categories covered under Article III, section 1 of these by-laws.

C. Alumni would not be voting members.

D. Alumni would not be eligible to hold elected positions within the Association. They could hold appointed positions and serve on committees.

SECTION 2: Associate, non-voting, membership shall be extended to those organizations performing a support role to the conduct of search and rescue.

SECTION 3: In the course of normal business other agencies may be identified for associate membership. Such organizations may be approved by SIMPLE MAJORITY vote at any regular or special meeting of the Association. No change in the by-laws shall be required.

SECTION 4: Upon requesting and/or accepting membership in the Association, all members and associate members shall be deemed to have consented to accepting notices and other written communication of the Association electronically. This communication shall be in the form of e-mail, web-site posting at [www.wssarca.org](http://www.wssarca.org), or facsimile. The consent may be revoked by sending written notice to the executive board of the Association.

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#### ARTICLE IV - OFFICERS

SECTION 1: The elected officers of the Association shall be the President and the Vice-President.

SECTION 2: The appointed officers of the Association shall be the Secretary and the Treasurer. (Article V, Section 1.C).

SECTION 3: The officers shall be chosen from the voting membership at large.

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#### ARTICLE V - DUTIES

SECTION 1: The duties of the President shall be:

A. Call the meeting of the Association in accordance with the provisions of the by-laws.

B. Chair the meetings of the Association in the conduct of its business.

C. Appoint, subject to confirmation by the governing body, the Secretary, the Treasurer, and the Chair-person of all committees. All other appointments shall be at the discretion of the President.

D. Direct and coordinate the daily activities of the Association as so empowered, including correspondence in the name of the Association, representation of the Association or other duties as appropriate.

SECTION 2: The Vice-President shall perform all duties normally associated with the office, and during the President's absence, shall have all the powers and duties of the President.

SECTION 3: The Secretary shall perform all duties normally associated with the office, except as otherwise directed by the President or the governing body.

SECTION 4: The treasurer shall perform all duties normally associated with the office, except as otherwise directed by the President or governing body. The Treasurer shall report the status of the Association's finances at the regularly called meetings. Expenditure of funds shall require the signature of any two of the following officers: President, Vice-President, Secretary, Treasurer, or a signatory appointed by the president and approved by the governing body.

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## ARTICLE VI - ELECTION

SECTION 1: The election of the Association officers shall be conducted at the September meeting. The term of service for each elected officer shall be two (2) years. No officer shall serve more than two consecutive terms in the same office.

SECTION 2: The President shall be elected from among the eligible voting members at large. The President shall not hold more than one office within the Association.

SECTION 3: The Vice-President shall be elected from among the eligible voting members at large.

SECTION 4: The election of officers shall be conducted by secret written ballot in accordance with these by-laws.

SECTION 5: Any officer may be removed from office by a two thirds vote of the members in attendance at a duly called meeting, provided that members receive thirty (30) days written notice of this proposed action.

SECTION 6: Vacancies created by resignation of the President or the Vice-President shall be filled by election at the next scheduled meeting of the Association. The elected person will only fill out the unexpired portion of the position. The individual elected to fill out the remaining portion of the position which elected shall be eligible to run or be nominated for the same position provided the total term of service is not more than three (3) years.

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#### ARTICLE VII - MEETINGS

SECTION 1: The Association shall meet in regular session on a bi-monthly schedule. Normal meeting dates shall be provided at least 30 days notice in advance of the meeting time and place. This notice is not required provided the meeting schedule is announced during the preceding meeting of the Association.

SECTION 2: The President may call a special meeting provided a thirty (30) day written notice is provided each member.

SECTION 3: Meetings shall be conducted according to Roberts Rules of Order.

SECTION 4: In order to expedite meetings with crowded agendas or other time considerations normal reports, procedures, and Roberts Rules of Order may be set aside for the meeting upon MOTION AND APPROVAL OF A MAJORITY VOTE OF THE VOTING MEMBERS.

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#### ARTICLE VIII - CONDUCT OF BUSINESS

SECTION 1: Each member identified in ARTICLE III, Section 1 of these by-laws, shall submit the name of its authorized representative to the President. Only those persons so listed shall have the privilege to vote in the conduct of the official business of the Association.

SECTION 2: Alternate representatives may be substituted for listed voting members by notification, in writing, to the President prior to the opening of a duly called meeting.

SECTION 3: A quorum shall consist of the eligible members or alternates present at a duly call meeting of the Association.

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## ARTICLE IX - COMMITTEES

SECTION 1: The President may delegate the management of any of the activities of the Association to such committees as may be necessary.

SECTION 2: An Executive Board shall consist of the President, Vice-President, Secretary, Treasurer, and the immediate Past President of the Association. The Executive Board shall meet with the intended purpose of establishing agendas, goals, and direction of the Association. Additionally the Executive Board shall sit, when necessary as the Association Disciplinary and Grievance Board. This board shall have the authority to discipline, censure, and remove individual (NOT THE AGENCY REPRESENTED). The Executive Board shall meet a minimum of once per year at the direction of the President.

SECTION 3: Occasionally emergency meetings, problems, or opportunities arise which dictate the quick response of the Association. Should this become necessary the Executive Board shall be empowered to conduct the business of the Association. Such action taken shall be presented at the next membership meeting for the ratification of the membership. Should the membership fail to ratify such action the Executive Committee shall rescind such action or agreements taken in the name of the Association.

SECTION 4: The Executive Committee may vote on an action by written communications, voice communications, or in person. Members of the Executive Committee shall convene as necessary without regard to advance written notice.

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## ARTICLE X - FINANCES

SECTION 1: Should the Association consider it appropriate to receive and disburse funds in connection with its official business, it shall be registered with the State of Washington as a Non-Profit organization and register with the Internal Revenue Service under Section 501(c)(3) of the Internal Revenue Code.

SECTION 2: The Treasurer shall be directed to establish accounting procedures for management of the Association funds.

SECTION 3: A financial audit shall be conducted by two members of the Association prior to the September meeting of each Presidential election year. The results of the financial audit shall be presented to the Association at the opening of the election meeting.

SECTION 4: Upon the termination and dissolution of this corporation, after paying or adequately providing for debts and obligations of the Corporation, the remaining assets shall be distributed to a non profit fund, foundation, or corporation which is organized

and operated exclusively for the charitable, educational, religious or scientific purposes and which has established its tax exempt status under section 501(c)(3) of the Internal Revenue Code.

SECTION 5: This organization organized exclusively for charitable purposes with the meaning of section 501(c)(3) of the Internal Revenue Code.

SECTION 6: Notwithstanding any other provision of the these articles, the organization shall not carry on any other activities not permitted to carried on (a) by an organization exempt from Federal Income Tax under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by an organizations contributions to which are deductible under section 1709(c)(2) of the Internal Revenue Code of 1954 (or corresponding provision of any future United States Internal Revenue Law).

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#### ARTICLE XI - DISCLAIMER OF ENDORSEMENTS

SECTION 1: No individual member or group of members shall have the authority to endorse or recommend any candidate for partisan political office in the name of the Association without the majority approval of the membership voting at a regularly scheduled or specially called meeting.

SECTION 2: No individual member or group of members shall have the authority to endorse or recommend any product or service in the name of the Association without the majority approval of the membership voting at a regularly scheduled or specially called meeting.

SECTION 3: No individual member or group of members shall have the authority to conduct business in the name of the Association without majority approval of the membership, unless such business is conducted by the Executive Committee as authorized, without the majority approval of the membership except as necessary for the good of the order.

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#### ARTICLE XII - HAGAN MEMORIAL SAR AWARD

SECTION 1: To honor the untimely death of Officer Mike Hagan, King County Police Officer and SAR Coordinator, co founder of this association, a special award is created.

SECTION 2: The name of the award shall be the “MIKE HAGAN MEMORIAL SAR AWARD FOR MERITORIOUS SERVICE”. This award may be given at anytime to

such individual(s) as has demonstrated to the association the SUSTAINED excellence that was the hallmark of Officer Hagan.

SECTION 3: The individual to be honored may be nominated by any voting member of this Association. The award nomination will be reviewed by the awards committee, if such exists, and be referred to the membership. It shall take the vote of a majority of voting members present at any duly called meeting to grant this award.

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### ARTICLE XIII - AMENDMENTS

SECTION 1: The By-Laws of the Association may be amended or replaced by a majority vote of the voting members present at a duly called meeting of the Association.

SECTION 2: Written notice of the proposed amendment or replacement to the Association By-Laws shall be provided to each member at least thirty (30) days prior to the meeting at which such amendment or replacement shall be voted on.

AFTER 30 DAY WRITTEN NOTICE GIVEN TO THE MEMBERSHIP ANNOUNCING THE PROPOSED NEW BY-LAWS THE ABOVE BY-LAWS WERE ADOPTED BY VOTE OF THE MEMBERS PRESENT AT THE REGULAR MEETING OF THIS ASSOCIATION ON MARCH 24, 1994.

ATTESTED: \_\_\_\_\_  
BRIAN A. HOLMES  
SECRETARY

APRIL 1, 1994

Article VI. Section 1, Elections, was amended at the regular meeting of this association on September 15, 2005. This was after a 30 day written notice to the membership announcing the proposed amendment to the by-laws and a vote of members present in the meeting.

Article III. Section 4, Membership, was amended with the addition of Section 4 at the regular meeting of this association on May 19, 2006. This was after a 30 day published notice to the membership announcing the proposed amendment to the by-laws and a vote of members present in the meeting.

Article III. Section 1, Membership, was amended with the addition of Section 1.1 at the regular meeting of the association on May 18, 2007. This was after a 30 day published

notice to the membership announcing the proposed amendment to the by-laws and a vote of members present in the meeting.

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