



# Constitution and By-laws

of the

Fraternal Order of Police  
Jerrard F. Young Lodge #1  
of the District of Columbia

Adopted: September 12, 2018

*Sean Rosa*, Signature on file

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Sean Rosa  
President

# Constitution

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FRATERNAL ORDER OF POLICE  
JERRARD F. YOUNG LODGE #1  
DISTRICT OF COLUMBIA  
CONSTITUTION  
PREAMBLE

We, the law enforcement officers of the United States and the District of Columbia, do hereby associate our Lodge with the Grand Lodge for the following purposes:

To support and defend the Constitution of the United States; to inculcate loyalty and allegiance to the United States of America; to promote and foster the enforcement of law and order; to improve the individual proficiency of our members in the performance of their duties; to encourage social, charitable and educational activities among law enforcement officers; to improve pay, benefits and working conditions for law enforcement officers; to include, to the extent authorized by law, the formation of Labor Committees within the Lodge to function as labor organizations and to engage in collective bargaining; to advocate and strive for uniform application of the civil service merit system for appointment and promotion; to create a tradition of esprit de corps insuring fidelity to duty under all conditions and circumstances; to cultivate a spirit of fraternalism and mutual helpfulness among our members and the people we serve; to increase the efficiency of the law enforcement profession and thus more firmly establish the confidence of the public in the service dedicated to the protection of life and property.

Whenever, in the Constitution and By-laws, "man" or "men" or related pronouns appear, either as words or as parts of words, (other than with obvious reference to a named individual) they have been used for literary purposes and are meant for their generic sense (i.e., to include all humankind, both male and female.)

# Constitution

## ARTICLE 1 (Name)

**SECTION 1.** The Lodge shall be known as the Jerrard F. Young Lodge #1 of the District of Columbia. It shall consist of such organizations as are admitted to membership and conform to its rules and regulations.

**SECTION 2.** The Constitution and By-laws as set forth herein shall be applicable to and govern the conduct of the Jerrard F. Young Lodge #1.

**SECTION 3.** The right to authorize, control and restrict the use of the Lodge's name shall lie exclusively with the Board of Directors.

## ARTICLE 2 (Character)

**SECTION 1.** The Lodge is an organization of law enforcement officers to include the sworn members of law enforcement agencies headquartered in the District of Columbia which have the power of arrest when on and off duty. (Nothing set forth herein shall be construed to eliminate any organization currently a part of the Jerrard F. Young Lodge #1.)

**SECTION 2.** The General Membership shall have the right to approve or disapprove any new police organization requesting to join the Jerrard F. Young Lodge #1. A majority rules.

**SECTION 3.** The Lodge shall not engage in unlawful strikes or other unlawful activity.

**SECTION 4.** This Constitution shall be the fundamental law of the Lodge, and together with the By-laws enacted in conformance therewith and the Rituals adopted, shall govern the conduct of the Lodge.

ARTICLE 3  
(Definitions)

**SECTION 1.** As used herein, the following terms, phrases or words shall be defined as follows:

A. **"Ad-hoc committee"** is a committee formed for a specific purpose and shall be composed of an odd number not less than three (3) members appointed by the President and Vice-president.

B. **"Agency Trustee"** shall mean a representative elected from within a member agency having at least ten members.

C. **"Board of Directors"** shall mean and consist of the elected officers, the immediate past president of this Lodge, the Chairperson of each certified labor committee and the agency trustees.

D. **"Board of Trustees"** shall consist of the three Trustees-at-Large.

E. **"Elected officers"** shall mean and consist of a President, Vice-president, Recording Secretary, Financial Secretary, Treasurer, Conductor, two (2) Guards and three (3) Trustees-at-Large.

F. **"Full-time employed"** shall mean law enforcement officers that are engaged in such employment as their full-time occupation.

G. **"Good Cause"** shall mean nonfeasance, malfeasance, dishonesty, or refusal to carry out the will of the general membership.

H. **"Labor Committee"** shall mean sworn members of a law enforcement organization eligible for membership in the Lodge, which employees are members of a single certified or certifiable bargaining unit within the employing law enforcement organization.

I. **"Labor Committee Chairman"** shall mean the chief executive officer or Chairperson of a labor committee.

J. **"Member in good standing"** shall mean a member who has paid all dues and assessments due and payable to the Lodge, and who is not more than thirty (30) days in arrears of such payments as of the date specified for the payments thereof.

K. **"Member not in good standing"** shall mean a member whose dues are in arrears more than thirty (30) days and less than ninety (90) days.

L. **"Standing Committee"** shall mean a permanent committee named in the by-laws consisting of an odd number of members.

M. **"Sworn members"** shall mean a regularly employed law enforcement officer having the power of arrest on and off duty.

ARTICLE 4  
(Membership)

**SECTION 1.** Any regularly appointed and/or full time law enforcement officer or sworn member of the agencies included in Article II, Section 1., shall be eligible for membership in the Jerrard F. Young Lodge #1, subject to provisions of the Constitution and the By-laws of the Lodge. The term "full time" means law enforcement officers who are engaged in such employment as their principal source of livelihood and who qualify under Article II, Section 1.

**SECTION 2.** Membership shall be open to every eligible person without discrimination or penalty by reason of age, sex, race, national origin, religious or political convictions, or any other grounds prohibited by applicable law within the District of Columbia.

**SECTION 3.** The Lodge shall deny membership to anyone who is a member of the Communist Party or of any other organization which advocates the abolition or destruction of the government by illegal means, and membership shall be denied to any person identified with corrupt influences, pursuant to applicable law.

**SECTION 4.** There shall be three classes of membership: active, retired and honorary.

ACTIVE

Active membership shall be comprised of regularly appointed law enforcement officers or retired law enforcement officers of member organizations.

## RETIRED

Retired membership shall be comprised of retired regularly appointed or elected law enforcement officers who withdraw from active membership upon or after retirement from their law enforcement agency.

## HONORARY

Honorary members are defined as those individuals who have been recognized by the Board of Directors as giving of their time and resources to the Lodge. The President shall have the discretion of recommending honorary members to the Board of Directors for approval. Honorary members shall not be permitted to vote or hold office in the Lodge.

**SECTION 5.** Any member who leaves law enforcement, other than retiring, shall lose his active membership, and may become an associate member if application is made in writing and approved by the general membership.

**SECTION 6.** No person shall be simultaneously a member of more than one lodge of the Fraternal Order of Police.

**SECTION 7.** Persons wishing to apply for membership in the Lodge shall do so by completing the appropriate written application. Admission to membership is subject to approval by the membership committee, receipt of the required dues and fees, and adherence to the Constitution/By-laws and applicable rules and regulations.



ARTICLE 5  
(Organization)

**SECTION 1.** The Jerrard F. Young Lodge # 1 shall consist of such organizations as are admitted to membership and conform to its rules and regulations.

**SECTION 2.** Within the Lodge there may be formed one or more Labor Committees which are certified or certifiable bargaining units.

**SECTION 3.** Within the Lodge there may be formed Auxiliaries to the Jerrard F. Young Lodge #1, District of Columbia. Such Auxiliaries shall be known as Fraternal Order of Police, Jerrard F. Young Auxiliaries and may function as subordinate lodges.

**SECTION 4.** Within the Lodge there may be formed Associate Lodges to the Jerrard F. Young Lodge #1, District of Columbia. Such Associate Lodges shall be known as Fraternal Order of Police, Jerrard F. Young Associates and may function as subordinate lodges.

ARTICLE 6  
(Elected Officers)

**SECTION 1.** The elected Officers of the Jerrard F. Young Lodge #1 shall consist of the President, Vice-president, Recording Secretary, Financial Secretary, Treasurer, Conductor, Inner Guard and Outer Guard and three (3) Trustees-at-Large.

**SECTION 2.** The President upon petition from a majority of the elected officers shall call an emergency meeting of Board of Directors.

ARTICLE 7  
(Board of Directors)

**SECTION 1.** The Board of Directors of the Jerrard F. Young Lodge #1 shall be composed of the elected officers, the immediate past president of this Lodge, the Chairperson of each certified labor committee and the Agency Trustees.

**SECTION 2.** The Board of Directors of the Jerrard F. Young Lodge #1 shall meet at least once a month and shall have the majority of the elected officers present to constitute a quorum for transacting the business of the Lodge. In the event a quorum is not present, a lesser number may adjourn the meeting to some future time within thirty (30) days.

**SECTION 3.** The Board of Directors shall have and exercise all administrative powers of the Lodge and have the authority to transact business to accomplish the aims and objectives of the membership in accordance with this Constitution and By-laws.

**SECTION 4.** Any vacancy in any office of the Board of Directors, except Chairpersons of Labor Committees and Agency Trustees shall be filled by the President with the approval of the majority of the remaining members of the Board of Directors.

**SECTION 5.** The expenses of the members of the Board of Directors and the Delegates of this Lodge attending meetings or conferences may be paid by the Lodge.

**SECTION 6.** The District of Columbia National Trustee shall be notified of and be provided the opportunity to attend and participate in all Jerrard F. Young Lodge #1 Board of Directors meetings. The District of Columbia National Trustee shall not have a vote.

ARTICLE 8  
(President)

**SECTION 1.** The President shall be the Chief Executive Officer of the Lodge.

**SECTION 2.** The President shall preside at all meetings of the Lodge, and shall have general management of the business of the Lodge, and shall see that all orders and resolutions of the Board of Directors are carried into effect.

**SECTION 3.** The President, together with the Recording Secretary and Financial Secretary, shall execute any and all contracts that may be authorized by the Board of Directors.

**SECTION 4.** The President shall be an ex-officio member of all standing committees. (Excluding Labor Committees)

**SECTION 5.** The President shall have the power to appoint a majority of any committees to inquire into any affair or matter affecting or concerning the Lodge. (Excluding Labor Committees)

**SECTION 6.** The President shall have the authority to call a special or emergency meeting of the Lodge membership or of the Board of Directors when he deems it necessary for the good of the Lodge.

**SECTION 7.** The President shall, at each meeting of the Board of

Directors or Lodge, submit a complete and comprehensive report of the official business transacted by him subsequent to the last meeting, together with such recommendations as he may deem advisable.

**SECTION 8.** The President shall at the expiration of his term of office or termination thereof for any reason, convey to his successor all unfinished business of the Lodge within ten (10) days thereafter. The President shall deliver all books, documents, records, paraphernalia, equipment and all other Lodge property in his possession, and shall require and receive a receipt from his successor for same.

**SECTION 9.** The President shall have the authority, when countersigned by the Treasurer and/or Financial Secretary and/or Recording Secretary, to draw, sign, and issue checks, drafts and money orders for the withdrawal of Lodge funds for the prompt payment of all lawful obligations of this Lodge.

**SECTION 10.** The President shall have the authority to appoint a parliamentarian with the approval of the Board of Directors.

**SECTION 11.** The President shall furnish a bond for the faithful performance of his duties performed by his office. Such form and amount as approved by the Board of Directors shall be paid for by the Lodge.

**SECTION 12.** The President shall have the authority to appoint a chaplain with the approval of the Board of Directors.

#### ARTICLE 9 (Immediate Past President)

**SECTION 1.** The Immediate Past-President shall assist the President and the members of the Board of Directors in the performance of their respective duties.

**SECTION 2.** The Immediate Past-President may attend the meetings of the Lodge and the Board of Directors.

**SECTION 3.** The Immediate Past-President shall be deemed a member of the Board of Directors and entitled to cast a vote.

**SECTION 4.** The Immediate Past-President shall execute any or such assignments as may be ordered by the President or the Board of Directors.

ARTICLE 10  
(Vice President)

**SECTION 1.** The Vice-president shall attend the meetings of the Lodge and the Board of Directors, and shall preside at those meetings in the absence of the President.

**SECTION 2.** The Vice-president shall have the authority to perform the duties of the President during his absence.

**SECTION 3.** The Vice-president shall have the power to appoint the minority of any or all committees. (Excluding Labor Committees)

**SECTION 4.** The Vice-president shall execute any or such assignments as may be ordered by the President or the Board of Directors.

**SECTION 5.** The Vice-president shall be declared the President in the event the office of the President becomes vacant for any reason.

**SECTION 6.** The Vice-president shall at the expiration of his term of office or termination thereof for any reason, convey to his successor all unfinished business of the Lodge within ten (10) days thereafter. The Vice-president shall also deliver all books, documents, records, paraphernalia, equipment and all other Lodge property in his possession, and shall require and receive a receipt from his successor for same.

ARTICLE 11  
(Recording Secretary)

**SECTION 1.** The Recording Secretary shall have custody of all books, records, documents, the Seal of the Lodge and all equipment and paraphernalia pertaining to his duties under the general authority of the President and the Board of Directors.

**SECTION 2.** The Recording Secretary shall record and transcribe all minutes of the Board of Directors and general membership meetings, and submit same for approval or rejection at the next respective meeting.

**SECTION 3.** The Recording Secretary shall conduct the general correspondence of the Lodge.

**SECTION 4.** The Recording Secretary shall be the official custodian of the Constitution and the by-laws, which shall be authenticated by the Seal of the Lodge and signature of the President.

**SECTION 5.** The Recording Secretary shall at the expiration of his term of office or termination thereof for any reason, convey to his successor all unfinished business of the Lodge within ten (10) days thereafter; the Recording Secretary shall also deliver all books, documents, records, paraphernalia, equipment and all other Lodge property in his possession and shall require and receive a receipt from his successor for same.

**SECTION 6.** The Recording Secretary shall execute any such assignments as may be ordered by the President, Vice-president or the Board of Directors.

**SECTION 7.** The Recording Secretary and Financial Secretary shall, together with the President, execute any and all contracts that may be authorized by the Board of Directors.

**SECTION 8.** The Recording Secretary shall have the authority, when countersigned by the President and/or Financial Secretary and/or Treasurer, to draw, sign, and issue checks, drafts and money orders for the withdrawal of Lodge funds for the prompt payment of all lawful obligations of this Lodge.

ARTICLE 12  
(Financial Secretary)

**SECTION 1.** The Financial Secretary shall have charge of the financial records of the Lodge including all books, cards and papers showing the payments and non-payments of dues and/or assessments by members of the Lodge.

**SECTION 2.** The Financial Secretary's books shall be open for inspection by any member of the Board of Directors.

**SECTION 3.** The Financial Secretary shall at the expiration of his term of office or termination thereof for any reason, convey to his successor all unfinished business of the Lodge within ten (10) days thereafter; the Financial Secretary shall also deliver all books, documents, records, paraphernalia, equipment and all other Lodge property in his possession, and shall require and receive a receipt from his successor for same.

**SECTION 4.** The Financial Secretary and Recording Secretary shall, together with the President, execute any and all contracts that may be authorized by the Board of Directors.

**SECTION 5.** The Financial Secretary shall have the authority, when countersigned by the President and/or Treasurer and/or Recording Secretary, to draw, sign, and issue checks, drafts and money orders for the withdrawal of Lodge funds for the prompt payment of all lawful obligations of this Lodge.

ARTICLE 13  
(Treasurer)

**SECTION 1.** The Treasurer shall receive and take charge of all monies belonging to the Lodge.

**SECTION 2.** The Treasurer shall keep accurate records of all receipts and disbursements which shall be made available at all times for examination by any member of the Board of Directors.

**SECTION 3.** The Treasurer shall have the authority, when countersigned by the President and/or Financial Secretary and/or Recording Secretary, to draw, sign, and issue checks, drafts and money orders for the withdrawal of Lodge funds for the prompt payment of all lawful obligations of this Lodge.

**SECTION 4.** The Treasurer shall at the expiration of his term of office or termination thereof for any reason, convey to his successor all unfinished business of the Lodge within ten (10) days thereafter; the Treasurer shall also deliver all books, documents, records, paraphernalia, equipment and all other Lodge property in his possession, and shall require and receive a receipt from his successor for same.

ARTICLE 14  
(Conductor)

**SECTION 1.** The Conductor shall examine dues cards of officers and members, ascertaining that all present at the meeting are in good standing, take up the password and report to the President.

ARTICLE 15  
(Guard)

**SECTION 1.** There shall be two (2) Guards known as the Outer Guard and the Inner Guard, who shall have charge and control of the Lodge hall or meeting place.

ARTICLE 16  
(Chaplain)

**SECTION 1.** The Chaplain, although appointed and not elected, shall be an honorary member of the board of directors and is entitled to attend board of director's meetings, but shall have no vote. The Chaplain shall offer the opening and closing prayer at all meetings and render such assistance as may be necessary in times of illness and bereavement to the members in need.

ARTICLE 17  
(Trustees-at-Large)

**SECTION 1.** The Trustees-at-large shall constitute a board which shall be known as the Board of Trustees. They shall elect from among their own number, by voice vote or by show of hand, one member to be known as Chairman of the Board of Trustees. They shall perform duties as described in Article XVII of the By-laws.

ARTICLE 18  
(Agency Trustees)

**SECTION 1.** Agency trustees shall be composed of those members who are elected by their respective agencies who qualify to elect a Trustee to the Board of Directors. These trustees shall be elected in November of the odd number year and shall be installed in January of the forthcoming year.

ARTICLE 19  
(Delegates)

**SECTION 1.** Delegates to the Grand Lodge meetings or conferences shall be elected for a term of two years in the manner and at the time provided by within the By-laws.

ARTICLE 20  
(General Counsel)

**SECTION 1.** There shall be a General Legal Counsel retained on an annual basis who shall be designated by the President with the approval of the Board of Directors.

ARTICLE 21  
(Standing Committees)

**SECTION 1.** There shall be five (5) standing committees: Legal Aid Committee; Membership Committee; Constitution and By-laws Committee; Financial Assistance Committee and Legislative Committee.

**SECTION 2.** The membership of each standing committee shall be an odd number as specified by the Board of Directors, with the President appointing the majority, and the Vice-president appointing the minority. All appointments to a standing committee must be approved by the Board of Directors.

**SECTION 3.** Once appointed, a member retains his position on the committee for the term of the Board of Directors, or until such time as he resigns or is removed for cause by the Board of Directors.

ARTICLE 22  
(Labor Committees)

**SECTION 1.** There may be formed within the Lodge one or more Labor Committees. Each such committee shall consist of the employees of a law enforcement organization eligible for membership in the Lodge, which employees are members of a single certified or certifiable bargaining unit within the law enforcement organization.

**SECTION 2.** Each Labor Committee formed within the Lodge shall exist and operate for the purpose of representing the employees in the bargaining unit, including negotiating a collective bargaining agreement with the employer on behalf of unit members, and otherwise functioning as a labor organization to improve the pay, benefits and working conditions of the unit members, as authorized by applicable law. Each Labor Committee must seek and obtain certification to represent its members from the applicable certifying authority for the employing organization.

**SECTION 3.** Membership within any particular Labor Committee shall be based solely on the criteria of employment and applicable law, and no candidate for membership or office within such Labor Committee shall be barred or penalized by reason of age, sex, race, national origin, religious or political conviction, or any criteria prohibited by law.

**SECTION 4.** Each Labor Committee formed within the Lodge may adopt its own charter, by-laws, rules, regulations and procedures, provided that:



A. Such charter, by-laws, rules, regulations and procedures comply with the applicable laws, rules and regulations governing the conduct of labor organizations within the applicable jurisdiction;

B. Such charter, by-laws, rules, regulations and procedures do not conflict with the Constitution of the Lodge, unless required by applicable law;

C. To the extent that a Labor Committee does not adopt its own charter, by-laws, rules, regulations and procedures, its operation shall be governed by the applicable provisions of the Lodge Constitution and By-laws, unless such are in conflict with applicable law or regulation;

D. Copies of proposed charters, by-laws, rules, regulations and procedures, and amendments thereto, must be submitted to the Lodge for review and approval in conformity with the standards established herein;

E. No Labor Committee shall make contracts or incur liabilities on behalf of the Lodge unless authorized in writing to do so by the Lodge, and the Lodge is not liable under such agreement unless they were so authorized;

F. Each Labor Committee shall ensure that its members are provided with a copy of the current collective bargaining agreement applicable to those members; and a copy of the Lodge Constitution, By-laws and the Labor Committee's charter, where applicable, upon request.

**SECTION 5.** Each Labor Committee (hereinafter referred to as a "unit") formed within the Lodge shall organize itself to operate democratically through the election of officers by means of periodic elections subject to recognized safeguards and provisions to ensure the right of all members of the unit to participate in the nominating and electoral process.

**SECTION 6.** Each unit shall maintain fiscal integrity in the conduct of its affairs, include provisions for accounting and financial controls, reports or summaries to members. Officers and agents of a unit are prohibited from having businesses or financial interests which conflict with their duty to the organization and its members. No person identified with corrupt influences, pursuant to applicable law, shall be an officer in a

unit. The financial records of each unit shall be submitted to designated agents of the Lodge upon request of the Lodge, and such records shall be kept in accordance with procedures acceptable to the Lodge. Each unit shall cause an audit of its financial books, records and funds to be made annually for its fiscal year by an independent professional accountant designated by the unit or its governing body. Audits shall be in accordance with standard

accounting procedures and shall be available to the membership of the unit, and a copy of the audit shall be sent to the Lodge within thirty (30) days of its completion. All unit officers and employers authorized to sign checks upon unit funds or handling of unit monies shall be bonded in amounts and in a manner designated by the unit or its governing body.

**SECTION 7.** Dues and other assessments shall be applied in a uniform manner to all members of a unit in accordance with applicable provisions of law and the By-laws of each Labor Committee. From the amount collected as dues or assessments from each member of a unit, an amount equal to the annual dues of the Lodge shall be paid to the Lodge unless a unit member specifically declines to join the Lodge. Payment of such fee shall entitle each member of a unit to full membership in the Lodge, according to their status, upon application by the member and approval by the Lodge. Units and the Lodge may enter into agreements for the provision of services and the payment of fees as may be determined by the unit and the Lodge, provided that any such agreements are disclosed to the members and are not contrary to applicable law.

**SECTION 8.** Units shall hold periodic general membership meetings on a regular basis which meetings shall be announced in advance and open to all members of the unit.

**SECTION 9.** Each unit shall establish procedures securing the right of all members to fair and equal treatment under the governing rules of the unit, and to fair process in disciplinary proceedings.

**SECTION 10.** Each Labor Committee formed within the Lodge shall at all times conduct its operations in a democratic manner, acting in the best interests of its members, and in conformity with the Lodge Constitution/By-laws and applicable law.

ARTICLE 23  
(Auxiliaries)

**SECTION 1.** This Lodge recognizes, acknowledges and validates Auxiliaries to the Jerrard F. Young Lodge #1, District of Columbia. Such Auxiliaries shall be known as Fraternal Order of

Police, Jerrad F. Young Auxiliaries and may function as subordinate lodges. Such Auxiliaries shall be subject to the control and supervision of this Lodge and shall conform to and be governed by this Constitution and the By-laws thereof.

ARTICLE 24  
(Associates)

**SECTION 1.** This Lodge recognizes, acknowledges and validates Associate Lodges to the Jerrard F. Young Lodge #1, District of Columbia. Such Associate Lodges shall be known as Fraternal Order of Police, Jerrad F. Young Associates and may function as subordinate lodges. Such Associate Lodges shall be subject to the control and supervision of this Lodge and shall conform to and be governed by this Constitution and the By-laws thereof.

ARTICLE 25  
(Discipline)

**SECTION 1.** Any member in arrears of payments of dues or assessments more than ninety (90) days shall be automatically suspended and shall be denied the Lodge benefits and privileges. Any such member suspended under this section must re-apply for Active Membership.

**SECTION 2.** Any member who is "not in good standing" may be restored to "Good Standing" by payment of all amounts due. Such member may be required to pay up to one year's dues in advance if such recommendation is made by the Membership Committee and approved by the Board of Directors.

ARTICLE 26  
(Legal Aid)

**SECTION 1.** There shall be a legal aid committee the purpose of which shall be to assist in the establishment and coordination of any legal aid plan(s) as may from time to time be adopted by the Board of Directors.

**SECTION 2.** No attorney other than those approved by the Board of Directors shall be retained for legal aid request.

ARTICLE 27  
(Order of Business)

**SECTION 1.** There shall be an official order of business by which the meetings of Lodge D.C. 1 shall be conducted. This order shall be established by and described in the By-laws.

ARTICLE 28

(Parliamentary Procedure)

**SECTION 1.** Except as provided in the Constitution and By-laws, the latest edition of "Roberts Rules of Order" shall govern the conduct and deliberations of the Board of Directors, the general membership and all other meetings of the Lodge.

ARTICLE 29  
(Official Ritual)

**SECTION 1.** There shall be an Official Ritual of this Lodge which shall be known as the Fraternal Order of Police Ritual.

ARTICLE 30  
(Amendments)

**SECTION 1.** Amendments to the Constitution and the By-laws as outlined herein may be amended in the following manner:

A. Proposed amendments to this Constitution and By-laws shall be submitted in writing to the Recording Secretary at least thirty (30) days prior to the next regular General Membership meeting and at least 60 days prior to the General Membership meeting at which it will be voted on.

B. The Recording Secretary shall supply copies of the proposed amendment(s) to each member of the Board of Directors and to each member present at the General Membership meeting prior to the meeting at which time the amendment(s) shall be voted on.

C. The proposed amendment(s) shall then be voted on at the next general membership meeting not to exceed 90 days from the receipt of the proposed amendment(s) by the Recording Secretary. The amendment(s) shall require two-thirds vote of those members present at that meeting to adopt the amendment(s).

ARTICLE 31  
(Dues & Assessments)

**SECTION 1.** Initiation fee and/or annual dues for active members shall be determined by the Board of Directors with the approval of the membership.

**SECTION 2.** Initiation fee and/or annual dues for Associate membership shall be determined by the Board of Directors with the approval of the membership.

# **BY-LAWS**

## ARTICLE 1 (Name)

**SECTION 1.** No member shall use the name or insignia of the Fraternal Order of Police Jerrard F. Young Lodge #1 except as authorized by the Constitution and By-laws, the Board of Directors or as set forth herein.

**SECTION 2.** The unauthorized use or the abuse of the name or insignia of the Fraternal Order of Police Jerrard F. Young Lodge #1 or the infringement of a trademark thereof by a member shall be grounds for discipline, including suspension, expulsion, removal from office or revocation of lodge charter.

**SECTION 3.** The Recording Secretary shall promulgate such rules as he deems necessary to protect, police, regulate and license the trademarks of the Jerrard F. Young Lodge #1 and to ensure that the name and insignia of this Lodge is used only for the purposes established by and in accordance with the authority granted by the Board of Directors.

## ARTICLE 2 (Character)

**SECTION 1.** The Lodge shall be cognizant of all matters of local and national scope and concern affecting the welfare and interests of law enforcement officers and their dependents. The Board of Directors, or in case of emergency, the President, shall take such immediate action as shall be necessary to safeguard their welfare or interests by providing aid and such other services as shall be required.

**SECTION 2.** In regional or national matters the Board of Directors or the President may provide such legal or technical advisory services as may be appropriate.

## ARTICLE 3 (Definitions) [ R E S E R V E D ]

ARTICLE 4  
(Membership)

**SECTION 1.** The Lodge shall be the judge of its membership, subject to the provisions of this Constitution and By-laws.

**SECTION 2.** Any member "not in good standing" as defined in the Constitution, Article 3, Section 1 may be denied all benefits and privileges not specifically denied by any other section of these By-laws by a majority vote of the Board of Directors.

**SECTION 3.** Applications for membership to the Lodge shall be on forms prescribed and shall be accompanied by the initiation fee and one (1) year's annual dues, payable in advance, as determined by the Board of Directors.

**SECTION 4.** Applications for membership to the Lodge shall be referred to the Membership Committee who shall conduct an investigation of the applicant's qualifications.

**SECTION 5.** The Membership Committee shall, upon completion of its investigation, recommend to the general membership for election, their acceptance or rejection.

**SECTION 6.** The Recording Secretary shall notify an applicant within ten (10) days, as to the acceptance or rejection of his application by the general membership. There shall be no appeal.

**SECTION 7.** The applicant, after having been notified of his acceptance to membership, shall present himself for initiation at a general membership meeting within three (3) months from the date of such notification. Special exceptions to this rule shall be allowed at the discretion of the Board of Directors.

ARTICLE 5  
(Organization)

**SECTION 1.** The regular meetings of the general membership of this Lodge shall be held each month on the day and time specified by the membership, at such place as is designated by the Board of Directors.

**SECTION 2.** The Board of Directors shall meet at least once a month on the day and time specified by the President of the Lodge. The locations of these meetings shall be arranged by the Recording Secretary.

**SECTION 3.** At any general membership or special meeting of the Lodge fifteen (15) or more active members and a majority of the Elected Officers shall constitute a quorum.

**SECTION 4.** The majority vote of the members present shall govern all matters pertaining to the Lodge business except where otherwise directed by this Constitution and By-laws.

**SECTION 5.** At all general membership and Board of Directors meetings a register shall be kept by the Recording Secretary of all members that are present.

ARTICLE 6  
(Elections)

**SECTION 1.** Any member in "Good Standing" for a period of twelve (12) consecutive months or more immediately preceding the holding of any election and who has met all other requirements of the By-laws shall be eligible for election to any office.

**SECTION 2.** Nomination for Officers shall be held at the regular meeting in October of each odd numbered year.

**SECTION 3.** Eligible members seeking nomination may do so by submitting notice to the Recording Secretary on or before the date of the nominations meeting.

**SECTION 4.** Nominations for office shall also be entertained from the floor at the nomination meeting. The nomination must be personally accepted by the nominee.

**SECTION 5.** No member shall be a nominee for more than one (1) elective office.

**SECTION 6.** There shall be a nominating committee, consisting of three Active Members, who will verify the eligibility of the candidate seeking the elective office.

**SECTION 7.** Election of Officers shall be by secret ballot at the regular meeting in November of each odd numbered year.

**SECTION 8.** The names of all nominees shall appear on a printed ballot the day of the election. The order in which the names appear within each office shall be determined by a random process.

**SECTION 9.** There shall be an Election Committee consisting of such Active Members as necessary for the orderly process of the election.

**SECTION 10.** The Election Committee shall be responsible for the voting poll(s), at the location(s) designated by the Board of Directors, which shall be open to members on election day from 7:00 a.m. to 7:00 p.m. These particular hours will be adhered to unless an official recommendation is made by the Board of Directors who may alter said hours if deemed necessary.

**SECTION 11.** The Election Committee shall be responsible for maintaining order at the poll(s) and for insuring the polling is conducted in an orderly, neutral atmosphere. The Election Committee shall be responsible for the security of all ballots and for the integrity of the voting procedure. The Election Committee shall, during polling hours, maintain the voting area in such manner as to keep the area free from discarded campaign paraphernalia and assorted literature distributed by the various candidates.

**SECTION 12.** Upon completion of the voting, the Election Committee shall count the votes immediately. The candidate receiving the highest number of votes shall be declared elected.

**SECTION 13.** In case of a tie between candidates having the highest number of votes in one office, a run-off election shall be held within ten (10) days.

**SECTION 14.** The President shall appoint a Judge of Election the day of the election and prior to casting of ballots.

**SECTION 15.** The Judge of Election shall supervise the counting of votes and report the results to the membership. The decision of the Judge of Election shall be final.

**SECTION 16.** The Judge of Election shall instruct the Election Committee to abstain in any way whatsoever from aiding or



assisting voters in their selection of any or all perspective candidates.

**SECTION 17.** The installation of the elected Officers shall be held at the general membership meeting in January in the forthcoming year.

**SECTION 18.** The type of affair for the installation of the elected Officers shall be the decision of the Board of Directors.

ARTICLE 7  
(Board of Directors)

**Section 1.** Any member of the Board of Directors who shall miss any three General membership or Board of Directors meetings or any other meeting which is called within any calendar year without the approval of the President or Vice President shall be declared absent and the office which the member holds shall be declared vacant.

ARTICLE 8  
(President)  
[ R-E-S-E-R-V-E-D ]

ARTICLE 9  
(Immediate Past President)  
[ R-E-S-E-R-V-E-D ]

ARTICLE 10  
(Vice President)  
[ R-E-S-E-R-V-E-D ]

ARTICLE 11  
(Recording Secretary)

**SECTION 1.** The Recording Secretary shall maintain a book known as the "Book of Amendments to the Constitution and By-laws" which shall be authenticated by the Seal of the Lodge and the signature of the President.

**SECTION 2.** The Recording Secretary shall maintain a book known as the "Book of Motions" which shall be authenticated by the Seal of the Lodge and the signature of the President.

**SECTION 3.** The Recording Secretary shall, whenever it is deemed necessary, prepare and circulate a newsletter pertaining to the activities of the Lodge to all of the membership.

**SECTION 4.** The Recording Secretary shall give written notice to all applicants for membership to the Lodge of their election or rejection.

**SECTION 5.** The Recording Secretary shall notify appropriate members of all special meetings. The notification shall include the day and time and location of such meetings. Such notifications may be made by mail, telephone, posting at the Lodge or by other means reasonably designed to notify members under the particular circumstances.

**SECTION 6.** The Recording Secretary shall furnish a bond for the faithful performance of his duties performed by his office. The bond will be in such form and amount as approved by the Board of Directors and will be paid for by the Lodge.

ARTICLE 12  
(Financial Secretary)

**SECTION 1.** The Financial Secretary shall at the close of each meeting deliver to the Treasurer the total amount of all receipts received.

**SECTION 2.** The Financial Secretary shall notify, in writing, all members who are in arrears of their dues or assessments in violation of the Constitution, Article 25, Section 1 and shall notify the Board of Directors as soon as possible of any member suspended for non-payment of dues or assessments.

**SECTION 3.** The Financial Secretary shall certify and forward all per capita tax to the National FOP as appropriate.

**SECTION 4.** The Financial Secretary shall furnish a bond for the faithful performance of his duties performed by his office. The bond will be in such form and amount as approved by the Board of Directors and will be paid for by the Lodge.

ARTICLE 13  
(Treasurer)

**SECTION 1.** The Treasurer shall deposit all funds collected into a bank which have been approved by the Board of Directors.

**SECTION 2.** The Treasurer shall set up individual accounts for funds as needed.

**SECTION 3.** The Treasurer shall submit monthly reports to the Board of Directors and to the general membership of the financial condition of the Lodge.

**SECTION 4.** The Treasurer shall cause to have the Lodge books and records audited annually as of June 30, by a certified public accountant as specified by the Board of Directors. The Lodge books and records shall include the books and records of the Club.

**SECTION 5.** The Treasurer shall furnish a bond for the faithful performance of his duties performed by his office such form and amount as approved by the Board of Directors to be paid for by the Lodge.

ARTICLE 14  
(Conductor)

**SECTION 1.** The Conductor shall guide all candidates through the Initiation Ceremony and introduce them to the membership.

**SECTION 2.** The Conductor shall perform such duties as the President may require.

ARTICLE 15  
(Guards)

**SECTION 1.** The Guards shall permit only qualified persons to enter or remain in the Lodge hall or meeting place.

**SECTION 2.** The Guards shall assist the Conductor in the execution of such duties as the President may order.

ARTICLE 16  
(Chaplain)

**SECTION 1.** The Chaplain shall perform such duties as the President may require.

ARTICLE 17  
(Trustees at Large)

**SECTION 1.** The Board of Trustees have charge of and are responsible for all property of the Lodge to include written records, computer printouts, computer programs and disks, and any other records or documents generated for the Lodge by an employee or member of the Lodge.

**SECTION 2.** The Board of Trustees shall take charge of all physical property of the Lodge and make a complete and itemized inventory. The Board of Trustees shall file with the Board of Directors a certified copy of such inventory within thirty (30) days upon taking office.

ARTICLE 18  
(Agency Trustees)

**SECTION 1.** The duties of these Trustees shall include participation on the hearing panels as defined in Article 25, Section 3 of the By-laws. They shall act as a liaison from their respective agencies to the Board of Directors and perform other such duties as directed by the President.

**Section 2.** Any vacancy in the office of Agency Trustee shall be filled through a special election within that agency.

ARTICLE 19  
(Delegates)

**SECTION 1.** Each member interested in becoming a delegate shall submit his or her name in writing to the Board of Directors through the Recording Secretary no later than June 30<sup>th</sup> of the conference year.

**SECTION 2.** The Board of Directors may nominate members to the list of potential delegates.

**SECTION 3.** Prior to July 31<sup>st</sup> of the conference year, the Lodge shall meet and elect such number of delegates as authorized by the National FOP.

**SECTION 4.** The Board of Directors of the Jerrard F. Young Lodge #1, District of Columbia shall be delegates to the National Biennial Conference.

**Section 5.** Any potential delegates who misses more than three General Membership meetings within the calendar year without the approval of the President or Vice President, shall obtain the approval of the President and Vice President to be considered a delegate.

**SECTION 6.** Any vacancy in the delegates of this Lodge occurring after the election will be filled by the President. Unless a delegate resigns or is removed for cause, his appointment shall be in effect until the next delegate election.

ARTICLE 20  
(General Counsel)  
[ R-E-S-E-R-V-E-D ]

ARTICLE 21  
(Standing Committees)

**SECTION 1.** The duties of each standing committee shall be specified by the Board of Directors.

ARTICLE 22  
(Labor Committees)  
[ R-E-S-E-R-V-E-D ]

ARTICLE 23  
(Auxiliaries)  
[ R-E-S-E-R-V-E-D ]

ARTICLE 24  
(Associate Lodges)  
[ R-E-S-E-R-V-E-D ]

ARTICLE 25  
(Discipline)

**SECTION 1.** Any member who is "not in good standing", or who has been suspended for any reason, shall not be eligible to transfer membership to any other Fraternal Order of Police Lodge.

**SECTION 2.** Any member can be suspended from the club for misconduct by the Club manager on duty. The suspended member will be afforded a hearing within fifteen (15) days, and he can bring an attorney or witnesses if he desires.

**SECTION 3.** Any member of the Lodge who has had his Club privileges suspended by the club manager for misconduct within the club, can appeal the decision of the Club manager to the Board of Agency Trustees. The Board of Agency Trustees' decision is final.

**SECTION 4.** A member in "Good Standing" may be suspended from the Lodge for good and just cause after notice by the Board of Directors.

A. A hearing shall be conducted by a panel of five Agency Trustees.

B. The Chairman of the Board of Trustees shall select the five (5) members from an alphabetical, rotating list of Agency Trustees, who shall sit as a panel and decide the issue before them. The Chairman of the Board of Trustees shall select from among the five (5) Agency Trustees, a chairman for that particular panel. The Chairman of the Board of Trustees shall have no further function in the hearing other than for administrative duties.

C. The accused may challenge any member of the panel for just cause, and such challenge shall be heard by the remaining members of the panel. Any panel member successfully challenged shall be replaced by the Chairmen of the Board of Trustees as per section 4B above.

D. The panel may impose any penalty it deems appropriate up to and including expulsion.

**SECTION 5.** In the hearing of a complaint lodged against any member which may result in disciplinary action the following procedure shall be followed. The panel shall:

A. Require the complaint be made in writing by an identified member.

B. Serve the accused member personally or by registered mail with a written copy of the complaint with such specification of facts to enable the member to prepare a defense and allow a reasonable period of time for such preparation prior to the hearing. Such period of time shall be determined by the sitting panel but shall not be less than 10 days from the date of the notice.

C. In the hearing consideration will be confined to the specific facts set forth in the complaint.

D. The following procedure shall be followed during the hearing:

1. The Chairman of the panel shall preside at the hearing.
2. The complainant may produce evidence in support of the charges.
3. The member accused may produce evidence he wishes to offer in defense.
4. The complainant shall have the burden of proving the allegations by a preponderance of evidence, that is, that degree of relevant evidence which a reasonable mind, considering the evidence as a whole, might accept as sufficient to support a conclusion that the matter asserted is true. The parties shall have the right to testify, to call and examine witnesses, to introduce other evidence and to cross examine witnesses. The parties may be represented by counsel. The Panel may call and examine witnesses, introduce exhibits and ask questions of any witnesses on any matter relevant to the issues. Hearings shall be conducted pursuant to administrative procedures; the rules of evidence prevailing in courts of law shall not control, but irrelevant, immaterial, and unduly repetitious evidence shall be excluded. The Panel shall confer on procedural questions which will be determined by informal majority

vote of the Panel. The Chairperson of the Panel will announce all procedural rulings; such rulings shall be binding, but exceptions to such rulings shall be placed on the record. The Panel has the authority to exclude witnesses from the hearing room prior to their testimony. The Panel has the authority to exclude parties or their representatives who are disruptive or who refuse to comply with procedural rulings of the Panel. Exclusion of a party or representative shall be considered an extraordinary measure, and the reasons for such exclusion shall be fully set forth in the record.

5. A majority vote of the panel is required for a finding of guilty.

E. Any complaint filed by any member which is found to be frivolous or without factual basis will be disregarded and disciplinary action may be initiated against the member submitting such complaint by the panel.

F. Any member suspended from the Lodge for any reason except for non-payment of dues, shall have the right to appeal to the State Lodge Board of Directors. Such appeal must be filed in writing with the President of  
the State Lodge within thirty (30) days of the suspended member's receipt of official notice of his suspension.

**SECTION 6.** Any member who makes public statements detrimental or adverse to the interests of the Lodge without first pursuing his concern through the Lodge's internal methods for raising and resolving grievances, complaints and concerns, may be subject to disciplinary action for conduct prejudicial to the Lodge. With respect to the Lodge's internal procedures, no member shall coerce, punish, threaten punishment or cause to be punished any member because of that member's stand on any issue under consideration by the FOP, nor shall any member stop or hinder any other member from expressing his views within the FOP or actively participating in any FOP activities. Members who violate these provisions may be subject to disciplinary procedures.



**SECTION 7.** Members shall not solicit funds or anything of value in the name of the Jerrard F. Young Lodge DC1, District of Columbia from person(s), firm(s) or any type of business whatsoever in the territory of another local lodge without written permission of the local lodge in whose territory the solicitation is to be made. Said written permission shall be signed by the President and Recording Secretary of the lodge granting permission and shall certify that permission was given by the local lodge at a regular meeting or at a special meeting called for that specific purpose.

ARTICLE 26  
(Legal Aid)

**SECTION 1.** The Lodge may facilitate the cooperative availability and use of a group legal aid plan(s), which will protect Lodge members from legal action in the course of their duties as law enforcement officers. Such plan(s) may be administered through the Grand Lodge, this Lodge, a labor committee or the plan provider's office.

**SECTION 2.** The service provider for any legal aid plan(s) shall be determined by the Board of Directors upon recommendation of the Legal Aid Committee. The provisions and the terms of any legal aid plan(s) administered by the Lodge shall be at the discretion of the Board of Directors.

**SECTION 3.** Any and all dues for participation in any legal aid plan(s) shall be the responsibility of the individual member.

**SECTION 4.** Members shall have the right to select any legal aid plan regardless of any endorsement(s) by the Lodge, or to decline any or all legal aid plans. However, individuals and/or groups shall not be eligible for legal aid from the Lodge should they incur legal expenses.

ARTICLE 27  
(Order of Business) [  
R-E-S-E-R-V-E-D ]

ARTICLE 28  
(Parliamentary Procedure) [  
R-E-S-E-R-V-E-D ]

ARTICLE 29  
(Ritual)

**SECTION 1.** The Ritual of the Fraternal Order of Police as revised by the Biennial Conference of the Grand Lodge shall be the official Jerrard F. Young Lodge #1 Ritual.

ARTICLE 30  
(Amendments)  
[ R-E-S-E-R-V-E-D ]

ARTICLE 31  
(Dues and Assessments)

**SECTION 1.** Associate membership for all active duty D.C. Firemen and Reserve Police Officers shall be at the same rate as that of a regular active member.

**SECTION 2.** Applicants approved for membership at the December meeting shall have their dues payment applied to the subsequent year.

SAVINGS CLAUSE

Should any part hereof or any provisions herein contained be rendered or declared invalid by reason of any existing or subsequently enacted legislation or by decree of a court of competent jurisdiction, such invalidation of such part or portion of this Constitution and By-laws shall not invalidate the remaining portions hereof and they shall remain in full force and effect.