



NYSVARA CONSTITUTION & BY-LAWS

2020 EDITION

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New York State Volunteer Ambulance and Rescue Association, Inc.

CONSTITUTION

ARTICLE I NAME

Section 1: The organization shall be known and designated as the NEW YORK STATE VOLUNTEER AMBULANCE AND RESCUE ASSOCIATION, INC. and shall hereinafter be referred to as the ASSOCIATION.

ARTICLE II PURPOSE

Section 1: The purpose of the ASSOCIATION shall be to bring together, for their mutual benefit, all volunteer organizations and individuals, regardless of race, creed or color, interested in the education and promotion of first aid, emergency care and the coordination of transportation of the sick and injured.

Section 2: When deemed beneficial in carrying out corporate purpose, as defined in this Constitution, the ASSOCIATION shall have the power to create a contingent fund, acquire title to real and personal property, and to sell same; to hire personnel; subject to law.

ARTICLE III ORGANIZATION AND MEMBERSHIP

Section 1: The ASSOCIATION is organized, and shall forever remain a non-profit organization in fact, subsisting wholly on voluntary contributions, fund raising events and membership dues.

Section 2: Any organization or individual, actively engaged in volunteer emergency care, and/or associated activities, shall be eligible for active membership.

Section 3: Individuals or business concerns interested in financially supporting the ASSOCIATION may apply for sustaining membership.

Section 4: Honorary and Life Membership may be conferred by the Board of Directors.

ARTICLE IV INSIGNIA

Section 1: The Association reserves the right to control the use of its name and insignia. Upon termination of a membership, the privilege of using, wearing, or otherwise displaying the name and/or insignia of the Association shall be abrogated automatically.

ARTICLE V OFFICERS

Section 1: Association Officers

(a) The officers of the Association shall consist of a President, an Executive Vice President, a Vice President, a Secretary, a Treasurer, and a Membership Secretary.

(b) The above named officers shall be elected by ballot at the Annual Meeting. The candidate that receives the most votes of the delegates and individual members present and voting is declared the winner. They shall assume their duties of their respective offices on October 1, or at the start of new business of the Board of Directors Meeting immediately following the Annual Meeting, if said Annual Meeting shall be held after October 1. They shall hold office for one (1) year or until their successors are elected.

(d) Vacancies occurring in any of these offices shall be filled by a majority vote of the Board of Directors as provided in the By-Laws.

Section 2: Board of Directors

(a) The above named officers, together with the Immediate Past President of the Association, and the Director of each District shall comprise the voting membership of the Board of Directors. The Immediate Past President shall act in such voting capacity for no more than five (5) years.

(b) All other Past Presidents and the current standing committee chairmen shall comprise the non-voting membership of the Board of Directors.

ARTICLE VI MEETINGS

Section 1: Association Meetings

(a) The Association shall meet once a year in Annual Meeting, at a time and place to be designated by the Board of Directors. The quorum for this meeting shall be fifteen percent (15 %) of the member organizations in good standing with authorized delegates present.

(b) A member organization in good standing is defined in the By-Laws.

Section 2: Board of Directors Meetings

The Board of Directors shall meet a minimum of four (4) times a year. They shall hold a meeting immediately following the Annual Meeting. A quorum for these meetings shall be fifty-one percent (51%) of the voting members of the Board of Directors. A simple majority of the members present shall be required to make a decision.

ARTICLE VII AMENDMENTS

Section 1: Proposals

(a) Amendments to or a repeal or revisions of the Constitution or Bylaws may be proposed by:

1. The Board of Directors on its own initiative or upon approval of a recommendation of the Constitution and By-laws Committee
2. Any voting member of the organization in writing to the Constitution and By-law Committee, which shall evaluate the proposal and make a recommendation within forty-five (45) days to the Board of Directors
3. A petition by 25% percent of the voting membership. The Board of Directors shall present all proposals made by such petition to the voting membership within sixty (60) days with or without endorsement.

Section 2: Approval

(a) Amendments to or a repeal or revision of the Constitution or Bylaws shall be approved by:

1. for those proposals endorsed by the Board of Directors a majority vote of the members in good standing and voting or;
2. for any proposals not endorsed by the Board of Directors by 2/3 vote of the members in good standing and voting.

(b) Members shall cast ballots in accordance with the policies established by the Board of Directors, providing notice for changes proposed have been published and made available to each Member at least thirty (30) days prior to the commencement of voting, together with a notice of when such voting is to be held.

ARTICLE VIII PARLIAMENTARY PROCEDURE

Section 1: The authority on PARLIAMENTARY Procedure for all meetings shall be the most current revision of "Robert's Rules of Order."

Section 2: All Actions or Transactions at the Annual or special meetings of the ASSOCIATION with a quorum present shall be binding to the Association.

ARTICLE IX SAVINGS CLAUSE

Section 1: If any clause, sentence, paragraph, section or part of this constitution shall be judged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, section or part of this constitution thereof directly involved in the controversy in which such judgment shall have been rendered.

ARTICLE X EFFECTIVE DATE

Section 1: This revised Constitution, upon approval by an affirmative vote of two-thirds (2/3) of the total ballots cast by authorized delegates and individual members shall become effective immediately.

ARTICLE XI DISSOLUTION

Section 1: In the event that the ASSOCIATION should be dissolved, any and all properties and monies remaining after full payment of all bills, liens, etc. to all creditors, shall be reduced to cash and be given to organizations engaged in similar activities as this one and that are exempt from taxation under Section 501 (C)3 of the Internal Revenue Service Code, and if this is not possible, to any other exempt organization by a court having jurisdiction.

New York State Volunteer Ambulance and Rescue Association, Inc.

BY-LAWS

ARTICLE I NAME

Section 1:

The name of the organization existing under these By-Laws is the NEW YORK STATE VOLUNTEER AMBULANCE AND RESCUE ASSOCIATION, INC. and shall hereinafter be referred to as The Association.

ARTICLE II MEMBERSHIP

Section 1: Districts

The State shall be divided into geographical areas known as Districts. Each District will be entitled to one (1) voting member, (Director), on the Board of Directors, providing they meet the following Criteria:

- A. A minimum of five (5) member organizations in good standing.
- B. A Constitution and By-laws not in conflict with those of the State Associations.
- C. Have submitted a completed Annual District Report.

Section 1A: Regions

The state shall be divided geographically into 3 Regions (Region 1, Region 2, Region3), by the Board of Directors, for the purpose of grouping members and potential members not affiliated with active Districts as specified in Section 1. The Regions shall have boundaries, which are coterminous with aggregates of Regional Emergency Medical Services Councils. Each Region will be entitled to one (1) voting member on the Board of Directors, providing there are a minimum of five (5) member organizations in each Region. The Board of Directors shall establish procedures for the appointment of the Board of Regional Directors and may establish uniform Regional Dues to be applied to Regional members. Regional Directors shall assist with missionary/membership recruitment efforts in their region, act as liaison to/from members in their region, and act as a responsible director of the Association.

Section 2: Member Organizations

(a) Member Organizations include duly organized community based not-for-profit ambulance services, rescue squads/company, emergency medical first response organizations with trained volunteer and/or career personnel and equipment necessary for the emergency care and/or transportation of the sick and injured that provides regular service and is certified by the NYS Department of Health or recognized by a local Regional EMS Council or County EMS/Fire Coordinator as a bona-fide part of its local emergency response system.

(b) Search & Rescue Teams and Medical First Responses Organizations that are currently in this class of membership may continue in this class so long as they keep their dues current.

(c) A member organization in good standing is one whose current dues are paid, has no outstanding arrears to the Association and whose current Member Organization Report is on file with the Association. Current Member Organization Report shall mean the most recent Member Organization Report on file if such report is not more than three (3) years old by the date of the Annual Meeting and is either entered into the membership data base or hard copy signed or authorized by the Chief Administrative or Operations Officer, Secretary or duly authorized agent of the Member Organization.

Section 2A: Associate Member Organizations

(a) As may be provided for in the Procedure Manual, Associate Member Organizations may include CERT organizations, Search & Rescue Teams, Tactical Units and other similar organizations that provide first aid/emergency medical care as part of their local emergency response system.

(b) Associate Members are entitled to the privileges of Association membership except those of voting, holding office or chairing committees. Dues shall be as set in the Procedure Manual but shall not exceed those of Member Organizations.

Section 3: Individual Members

(a) Individual Members include NYS residents or military personnel certified by a Federal Agency, NAEMT or NYS as EMS providers, past NYS residents who have been NYSVARA members, retired certified EMS providers who had been individual members, students in certified EMS courses, licensed NYS practitioners involved in EMS; as well as administrative/board/cadet/junior/life/dispatcher/driver/first aider members of community based not-for-profit ambulance services, rescue squads/company, emergency medical first response organizations that provide regular service and is certified by the NYS Department of Health or recognized by a local Regional EMS Council or County EMS/Fire Coordinator as a bona-fide part of its local emergency response system.

(b) An individual member in good standing is one whose current dues are paid and has no outstanding arrears to the Association

Section 3A: Subscribing Members

(a) As may be provided for in the Procedure Manual, Subscribing Members of the Association shall be those individuals with an interest and involvement in EMS who desire to support the mission of the Association and receive general Association newsletters and information, but who do not meet the criteria to be eligible for Individual Membership.

(b) Subscribing Members are entitled to the privileges of Association membership except those of voting, holding office or chairing committees. Dues shall be as set in the Procedure Manual but shall not exceed those of the Individual Members.

Section 4: Sustaining Members

Individuals or business concerns interested in financially supporting the Association may apply for sustaining membership. Sustaining members are not entitled to vote at Association meetings.

Section 5: Life Members

Any member who has contributed significantly to the Association may be granted Life Membership by a two-thirds (2/3) vote of the Board of Directors. A life member will have all of the privileges of an individual member, but no dues will be collected.

Section 6: Honorary Members

Any person who is not a member of the Association but has enhanced the Association, may be granted Honorary Membership by a two-thirds (2/3) vote of the Board of Directors. Honorary members will have no vote and pay no dues.

Section 7: Emeritus

(a) The Board of Directors may designate a person who has theretofore served as a director and/or officer for at least fifteen years who has a long history of outstanding service to the Association, as a director/officer emeritus, to hold such title at the pleasure of the Board of Directors. A director/officer emeritus shall have the right, while holding such designation, to be present in a non-voting capacity at meetings of the Board of Directors. A Director or an Officer Emeritus (who may use the proper title, e.g. President Emeritus, Director Emeritus) shall have none of the obligations of office, shall not be counted in determining the quorum of the board and shall not have any of the duties of a director/officer under law.

(b) The Board of Directors may make or rescind such designation by a 2/3 vote.

Section 8: Application Process

(a) Applications for membership in the Association shall be made in writing or on-line and shall be accompanied by the first year's dues.

(b) Applicants must meet the criteria for membership and conform to the Association's Code of Conduct and Ethics

(c) Application process may be further defined in the Procedure Manual.

ARTICLE III DUES

Section 1: Member Organizations

Active member organization membership dues in the Association and any District or Region shall be as indicated in the Procedure Manual.

Section 2: Active Individual

Active individual membership dues in the Association and any District or Region shall be uniform throughout the state and shall be as indicated in the Procedure Manual. The Association shall receive a 60 percent portion of said member dues and each district shall receive the remaining 40 percent. The Association and the District shall not impose any further dues assessment on any individual member beyond those stated herein. Association Officers shall be exempt from dues during their term in office.

Section 3: Sustaining Member

Sustaining membership dues in the Association shall be as indicated in the Procedure Manual.

Section 4: Rate Change

Membership dues can be changed annually, at a rate not to exceed ten (10%) percent, by a majority vote of the Board of Directors at a Board of Directors meeting. Any proposal to increase dues by more than ten percent (10%) must be submitted in writing to the Board of Directors by the board meeting prior to the annual meeting and be approved by a majority ballot at the annual meeting.

Section 5: Fiscal Year, Membership Year, Billing and Renewals

(a) The fiscal year of the Association shall be from October 1 through September 30. The membership year shall be from January 1 through December 31. Renewal membership dues shall be due January 1 and shall be paid to the Association. The Association shall immediately remit the District dues to the designated District Treasurer. Districts shall also remind their membership of dues renewal. The Membership Secretary shall by December 1 provide to each District Director a list including the names and addresses of all organizations and individuals who will be or who have been mailed renewal notices in their district. The District Director shall immediately forward the list to the appropriate District Officers. The Association may, when requested and as funds may allow, advance to a district up to 1/3 of the anticipated district dues.

(b) Districts that have been organized and operating for at least two consecutive years may opt to send out their own renewal notices and collect dues renewals. The Association's Membership Secretary will assist in the preparation of the District's renewal notice. A District organized and operating for at least two consecutive years may request this status by submitting a proposal to the Board of Directors by May 30 of the year. In such cases membership dues shall be due October 1 and shall be paid to the District Treasurer of the District in which membership is held. The District shall immediately remit the Association dues and any other Association monies received to the Association's Treasurer. The District Treasurer shall by September 1 provide to the Association's Membership Secretary a list including the names and addresses of all organizations and individuals who will be or have been mailed renewal notices in their district.

Section 6: Renewing Members Record Date, Non Payment & Drop from Membership

Any organization or individual member not paying dues fifty (50) days prior to the annual meeting of each year shall be declared delinquent, not in good standing, and not entitled to a vote at any meeting of the Association or the District. Any member organization or individual member not paying dues before September 30 of each year shall be dropped automatically from membership.

Section 7: Member Organization Reinstatement

Any organization dropped from membership for non-payment of dues shall be required to apply as a new member and pay current dues without being pro-rated, to the District from which it was dropped.

Section 8: Individual Member Reinstatement

Any individual member dropped from membership for non-payment of dues shall be required to apply as a new member.

Section 9: New Members Record Date & Member Organization Reports

(a) To be recognized and eligible to vote at the annual Association Meeting, application and dues of any new member organization or individual must be received by the Association's Membership Secretary fifty (50) days prior to the Annual Meeting of the Association. In the case of member organizations, a Member Organization Report should accompany application and dues and must be received no later than twenty-one (21) days before the Annual Association Meeting.

(b) Fifty (50) days prior to the Annual Meeting, Districts may accept new member organizations and individual members on an interim basis, but these member organizations and individual members cannot vote at the upcoming Annual Meeting.

Section 10: Continuous Membership

Any organization or individual member desiring continuous membership shall be required to pay all back dues.

**ARTICLE IV VOTING ELIGIBILITY AT ASSOCIATION MEETINGS
(ANNUAL/SPECIAL)**

Section 1: Member Organizations

(a) Each Member Organization in good standing shall have 25 Votes, which must be cast as a unit by one of the below delegates. Each member organization in good standing shall be entitled to be represented by a delegate and up to two (2) alternate delegates who are authorized in writing by that organization's Member Organization Annual Report and shall have a voice and one organizational vote as a group at each regular or special meeting. No individual shall be named as a delegate or alternate for more than one Member Organization. Only the names of the delegate or alternates or in their absence the ranking Administrative or Line Officer present appearing and on the current Annual Member Organization Report will be recognized. Any revision to this annual report must be submitted to the Association in writing postmarked no later than twenty-one (21) days prior to the Annual Meeting. In case of a special meeting of the Association, any revision must be submitted by the time of the meeting.

(b) Each Member Organization in good standing shall be entitled to assign any Association member in good standing to act as their proxy for the purpose of participating and voting at the Annual Meeting or any Special Meeting.

Section 2: Individual Members

(a) Each individual member in good standing present in person or by proxy with proper identification shall have a voice and one (1) vote at Association meetings.

(b) Each Individual Member in good standing shall be entitled to assign a proxy to any Association member in good standing for the purpose of participating and voting at the Annual Meeting or any Special Meeting. Individual proxies can also be submitted at the Annual meeting.

Section 3: Proxy Voting

(a) The proxy form and procedures shall be set forth in the Procedure Manual

(b) Member Organization Proxies shall be submitted to the Credentials Committee via U.S. Post Office Mail, postmarked no later than 21 days prior to the date of the Annual Meeting. In the case of a Special Meeting of the Association, they shall be submitted to the Credentials Committee prior to or at the time of the meeting.

(c) Individual Member proxies shall be submitted to the Credentials Committee prior to or at the time of the meeting.

(d) After presentation of the Nominating Committee Report, The Board of Directors shall either;
1) establish a procedure to assure that from the time the Nominating Committee report and proxies are mailed, to the time of election, the Credentials Committee or a neutral party shall handle any mail and direct any proxy correspondence to the Credentials Committee, or

- 2) Designate a separate address for any proxy correspondence which shall be under the exclusive control of the Credentials Committee.

Section 4: Electronic and Other Voting Methods

(a) Members in good standing are entitled to vote during the annual election of officers, on issues required by law or by this Constitution and Bylaws and on issues referred by the Board of Directors. Voting will be available to members by any one or more of the following methods: in person and/or by proxy, and/or by mail, and/or through any electronic means, approved by the Board of Directors, that is both reasonably secure as to limit failures, losses, or tampering and that does not require such a level of expertise or advanced hardware or software that it would create an unreasonable hardship for members to cast a vote.

(b) The voting methods in the Section may be used in addition to or in lieu of the proxy procedures provided for in Section 3 of this Article.

(c) Notice for proposals to be voted on shall published and made available to each Member at least thirty (30) days prior to the commencement of voting, together with a notice of when such voting is to be held. (9/20)

ARTICLE V OFFICERS

In as much as the Association has in its membership certain individuals which do not necessarily have membership in an individual squad, and these individuals have in fact been an asset to our Association, these individuals on the books (as of 12-31-74) and provided that their membership does not lapse, shall be qualified to run for any one of the elected positions providing that the other qualifications for said office are fulfilled as listed in this article.

Section 1: President

(a) Shall be a member of a member organization in good standing and an individual member in good standing or a life member of the Association prior to nomination; shall have been a voting member of the Board of Directors for at least two (2) years.

(b) Shall preside at all regular and special meetings of the Association and at such meetings decide on all points of order; shall enforce the Constitution and By-Laws; shall put the question of all points; shall call the meeting and any special meeting when the interest of the Association requires it; or on written petition signed by a majority of the Directors; shall appoint a chairperson(s) of each standing committee subject to the approval of the Board of Directors following consultation with the appointee and if possible, the Board of the appointees home District; shall recommend the members of the committee(s) to the appointed chairperson(s); shall appoint interim and special committees; shall appoint a parliamentarian; may vote when the vote is by ballot and in all other cases where his/her vote would break a tie; shall authenticate the minutes of all meetings by initialing all additions and/or corrections and signing the completed copy when approved by the assembly; shall be Chairperson of the Board of Directors; shall be a member ex-officio of all committees and boards except the nominating committee and such committees delegated to the Executive Vice-President or other officer; shall sign all contracts; shall sign all orders on the Treasurer which have been sanctioned by the Association and countersigned by the Secretary; shall be the alternate to validate all checks; shall represent the Association at any official functions where his/her presence is requested or required.

Section 2: Executive Vice-President

(a) Shall be a member of a member organization in good standing and an individual member in good standing or a life member of the Association prior to nomination; shall have been a voting member of the Board of Directors for at least two (2) years.

(b) Shall assume the duties of the President in his/her absence and should his/her absence be permanent, as declared by a two-third (2/3) vote of the Board of Directors, become President for the remainder of the President's term of office; shall act as liaison between the President and such standing or interim committees as the President may delegate; shall be the chairman of the missionary committee.

Section 3: Vice President

(a) Shall be a member of a member Organization in good standing and an individual member in good standing or a life member of the Association prior to nomination; shall have been a member of the Board of Directors or a District Officer for at least one (1) year.

(b) Shall assist the Executive Vice President in the performance of his or her duties, but shall not automatically succeed to either the office of President or Executive Vice President if a vacancy should occur.

Section 4: Secretary

(a) Shall be a member of a member organization in good standing and an individual member in good standing or a life member of the Association prior to nomination; shall have been a member of the Board of Directors or a District Officer for at least one (1) year.

(b) Shall record minutes of all regular and special meetings of the Association and of the Board of Directors; shall distribute copies of the minutes of all regular and special meetings of the Association and of the Board of Directors to members of the Board of Directors, District Executive Chairperson, District Vice-Chairperson, and District Secretaries; shall distribute copies of the annual meeting and special meetings of the Association to all member organizations. Shall receive correspondence of the Association, record same, and forward it to the proper officer and /or committees; shall be responsible for maintaining a suitable filing system for all Association papers and records pertaining to the office; shall maintain an updated copy of the Constitution and By-Laws of the Association, entering therein any amendments together with the date of adoption and the page of minutes wherein recorded; shall notify the membership of election results and appointments; shall furnish all required credentials; shall prepare for the use of Presiding Officer an order of business showing in their exact order what is necessary to come before the meeting.

(c) Shall, with the Approval of the Board of Directors, appoint an assistant secretary to aide in the performance of his/her duties.

Section 5: Treasurer

(a) Shall be a member of a member organization in good standing and an individual member in good standing or a life member of the Association prior to nomination; shall have been a member of the Board of Directors or a District Officer for at least one (1) year; shall meet the requirements to be bonded.

(b) Shall receive all monies from the Member Organizations, Individual Members and District Treasurers; shall pay all authorized and interim disbursements of the Association by check only; may validate all checks drawn on the Association together with either the Membership Secretary, Executive Vice-President or the President; shall be required to obtain a signed voucher or invoice for all expenditures; shall submit a detailed report at each Board of Directors Meeting, said report to be filed with the Secretary to become part of the minutes of that meeting; shall submit a full statement at the Annual Meeting regarding the fiscal records, showing therein the source of income and the record of disbursements which shall be signed by the auditing committee; shall surrender all books, records and Association property in his/her keeping to the auditors upon demand or on resigning his/her post before his/her term expires; shall audit the books of all committees; shall meet the requirements to be bonded by the Association in an amount deemed appropriate by the Board of Directors.

Section 6: Membership Secretary

(a) Shall be a member of a member organization in good standing and an individual member in good standing or a life member of the Association prior to nomination; shall have been a member of the Board of Directors or a District Officer for at least one (1) year; Shall meet all the requirements to be bonded.

(b) Shall be responsible for all Association billing except as provided in these By-Laws; shall maintain an accurate roster of all Association members showing therein the proper classification and such other information as shall be pertinent, and furnish a copy to the Officers and Board of Directors; shall issue all membership cards and certificates; shall maintain a suitable filing system of all Association papers and records pertaining to the office; may validate all checks drawn on the Association together with the Treasurer, Executive Vice-President or the President; shall meet the requirements to be bonded by the Association in an amount deemed appropriate by the Board of Directors.

Section 7: Board of Directors

(a) Shall be empowered to manage the Association and make decisions relative to the business of the Association;; shall approve all orders for disbursements of Association funds; may create a contingent fund, acquire title to real property and sell or exchange same in carrying out the corporate purpose; shall acquire legal counsel when deemed necessary.

(b) Shall be empowered to appoint officers when a vacancy occurs, except for the office of President; shall be responsible for securing a bond for the appropriate Officers and Committee members; shall have the books of the Association Treasurer and Membership Secretary audited not more than two (2) weeks prior to the Annual Meeting or in the event either the incumbent Treasurer or Membership Secretary retires before his/her term expires; shall approve reports from Committees except where approval of the Association is required; shall approve the appointment of all Committee Chairpersons made by the President; shall appoint the Resolutions Committee by its July meeting; shall recommend immediate action on proposed amendments to the Constitution and By-Laws when required; shall investigate and approve formation of new Districts; shall cooperate with related organizations for the mutual benefit of all; shall be responsible for the development of plans that will improve the Association and promote the good and welfare of its members.

(c) Shall have the responsibility, upon two-thirds (2/3) affirmative votes of the Board, to dissolve or operate a District(s) for failure to comply with the Association Constitution and By-Laws or Association requirements; for improper or lack of financial accountability; conduct judged prejudicial to the interest of the Association by a District and/or its Officers for a period not to exceed one (1) year or until such time as the District(s) is formed as set forth in the Constitution and By-Laws of this Association, whichever comes first and/or which conforms with the Constitution and By-Laws relating to the Internal Revenue Code 501(c)3, as may be applicable.

(d) This Board shall take no action which is contrary to the expressed will of the Association or contrary to the provisions of this Constitution and By-Laws.

(e) Should any Officer absent himself from three (3) consecutive meetings of the Association and/or meetings of the Board of Directors without an excuse acceptable to the Board of Directors, said position shall be declared vacant by the Board of Directors.

Section 8: District Officers

(a) The Director shall serve as a Director of the Association, and shall be a liaison between the Board of Directors and the District and shall attend all Board of Directors meetings as a voting member. The Director upon written notice to the secretary of the corporation appoints an alternate to act in his absence at a meeting of the Board. The alternate may attend such meeting and exercise therein the rights, powers, and privileges of the absent director. An Association Officer or Director may not be appointed as an alternate. A Director may appoint an alternate to act in his absence for no more than two meetings in any fiscal year. The Director shall prepare and submit to the Board of Directors a written District Report at each meeting as provided for in the Procedure Manual and \regardless of being reelected an "End of Term" Report for the District.

(b) Should any Director absent himself/herself from three (3) consecutive meetings of the Association and/or meetings of the Board of Directors without an excuse acceptable to the Board of Directors, said position shall be declared vacant by the Board of Directors. If a Director's position shall be declared vacant, the Board of Directors shall notify the District to immediately replace said Director. The District shall have thirty (30) days to do so and shall notify the Association's Secretary of said replacement in writing.

(c) Chairperson shall be the presiding officer at all regular and special meetings of the District.

(d) The Vice-Chairperson shall act in all capacities in the absence of the Chairperson

(e) The Secretary shall keep a proper record of all minutes of District meetings and shall submit a typed copy within sixty (60) days of the District meeting to the Secretary of the Association and the District Director; shall be responsible for issuing and distributing all report forms; shall receive membership applications and keep a roster of District membership; shall be responsible for distribution of individual mail ballots to members within said District.

(f) The Treasurer shall receive Association dues, and within thirty (30) days of receipt of dues forward renewals to the Association Treasurer. The final date for receipt of Association dues by the Treasurer shall be September 30 of the fiscal year and shall acquire a bond for all District Officers or members with district fiscal responsibilities.

ARTICLE VI MEETINGS

Section 1: Association Meetings

(a) The Association shall meet in Annual Meeting between August 1st and October 30th each year at a site to be determined by the Board of Directors up to five (5) years prior.

(b) Each candidate for office or his/her appointed spokesperson shall be entitled to address the Annual Meeting in his/her behalf, once, for a period not to exceed five (5) minutes; after the nominations have been closed. The appointed spokesperson shall be an individual member, Life Member or a member of a member organization in good standing.

Section 2: Board of Directors Meetings

(a) The Board of Directors shall meet a minimum of four times per fiscal year.

(b) Special meetings may be called by the President upon advice and Consent of a majority of the Board when the interest of the Association so requires. All members as defined in the Associations Constitution shall be entitled to one (1) vote each.

Section 3: District Meetings

(a) Districts of the Association shall be required to meet twice during the fiscal year.

(b) Each member organization in good standing shall be entitled to be represented by three (3) delegates at each regular or special meeting of the District, and shall be entitled to twenty-five (25) votes which shall be cast as a unit by one of the above designated delegates.

(c) Each individual member in good standing and Life Member present with proper identification shall have a voice and one (1) vote at all meetings of the District of which he is a member.

Section 4: Non-voting Members

(a) Any volunteer member of a member organization in good standing is privileged to attend any meeting of the Association or District and may, at the discretion of the presiding officer, speak but shall have no vote.

(b) Any Honorary or Sustaining Member in good standing may attend meetings of the Association or District and may, at the discretion of the presiding officer, speak but shall have no vote.

ARTICLE VII CHARGES & EXPULSIONS

Section 1:

Formal charges made in writing and signed by at least three (3) officers of the complainant member organization or District shall be submitted to the District Chairperson with a copy to the District Director. District Chairperson shall notify the member organization, individual, sustaining member, honorary, or life member of the charges and time and place of the hearing. Charges not resolved by the District shall be submitted to the Grievance Committee for action.

Section 2:

All decisions shall be resolved by two-thirds (2/3) vote of the body present and voting, excluding those involved in the charges.

Section 3:

Appeals from the respective decisions may be carried to the next higher body. Appeals from the decision of the Grievance Committee in the case of expulsion may be made at any meeting of the Association, and two-thirds (2/3) vote of the delegates and individual members present and voting shall determine the results of the appeal. The motion to appeal the action of the Grievance Committee shall be "to reinstate the member. "

Section 4:

An expelled member wishing to reinstate membership in the Association shall make written application to the District from which it was expelled.

ARTICLE VIII AMENDMENTS

Amendments to or a repeal or revisions these By-Laws made be made in the same manner as for the Constitution as prescribed in the Constitution.

ARTICLE IX ORDER OF BUSINESS

Section 1:

The Order of Business at Association Meetings shall be as follows:

1. Opening Exercises
2. Roll Call
3. Approval of Minutes
4. Reports of Officers
5. Presentation of Bills
6. Committee Reports
7. Correspondence
8. Old Business
9. New Business
10. Nomination/Election of Officers
11. Place of next Meeting
12. Adjournment

ARTICLE X COMMITTEES

Section 1 - Standing Committees

(a) Such Standing Committees, as may be necessary to the good operation of the association may be established by a resolution adopted by the Board of Directors. The resolution establishing a committee may provide for its size, purposes, procedures, functions, name, membership, and reporting. All such Standing Committees, their names, duties and function, and responsibilities shall be published in the Procedure Manual. The Board of Directors shall also have the power by resolution adopted by the members to dissolve any Standing Committee if it no longer serves a necessary purpose.

(b) Standing Committees shall be-listed in the Procedure Manual.

ARTICLE XI INTERIM COMMITTEES

Section 1: Auditing Committee

(a) This committee shall consist of three (3) members appointed by the Board of Directors.

(b) Shall be responsible for auditing the books for the Association's Treasurer and Membership Secretary not more than two (2) weeks prior to the Annual Meeting or, in the event the incumbent Association Treasurer or Membership Secretary retires before his/her term expires.

Section 2: Election Committee

(a) This Committee shall consist of one (1) member appointed by each candidate for office at the Annual Meeting. Each candidate shall be entitled to appoint one (1) member, and the remaining shall be members of the Credentials Committee who are not candidates for office.

(b) Shall be responsible for supervising the collection of ballots, shall act as tellers during the counting of ballots, and shall supervise the preparation of a report showing the results of the election.

ARTICLE XII INSIGNIA

Section 1:

The Associations insignia may be worn or displayed by personnel of member organizations and by individual members and Life Members.

Section 2:

The member organizations shall determine the placement of the Association's insignia.

Section 3:

Organizations and/or individual members desiring to display the name and/or insignia of the Association in any fashion other than the general issue authorized by the Association shall be required to present written application, with a sample design, to the Board of Directors for approval.

ARTICLE XIII SAVINGS CLAUSE

Section 1:

(a) If any clause, sentence, paragraph, section or part of this By-Laws shall be judged by any court of competent jurisdiction to be invalid, such Judgment shall not affect, impair or invalidate the remainder thereof but shall be confined ~~in~~ its operation to the clause, sentence, paragraph, section or part of this By-Laws thereof directly involved in the controversy in which such Judgment shall have been rendered.

(b) The Board of Directors shall be empowered to change such wording of the By-Laws as is necessary to affect approval by the Internal Revenue Service of the Association as an organization exempt from taxation under Section 501(C)3 of the Internal Revenue Service Code.

ARTICLE XIV EFFECTIVE DATE

Section 1: These revised By-Laws, upon approval by an affirmative vote of majority of the total ballots cast by those eligible to vote-as set forth in Article IV-shall become effective immediately.

ARTICLE XV DISSOLUTION

Section 1: In the event that the Association shall be dissolved any and all properties and monies remaining after full payment of all bills, liens, etc. to all creditors shall be reduced to cash and be given to organizations engaged in similar activities as this one and that are exempt from taxation under Sections 501 (C)3 of the Internal Revenue Service Code, if this is not possible, to any other exempt organization as determined by a court having jurisdiction.

Certified that the forgoing is a true copy of the Constitution and By-laws of the New York State Volunteer Ambulance and Rescue Association, Inc. adopted at its 2014 Annual Meeting on September 13, 2014.

Date: 23 day of February, 2015

By (sign): /s/ *Teresa A. Hamilton*

Print: Teresa A. Hamilton
Secretary, NYSVARA

The forgoing is a true copy of the Constitution and By-laws of the New York State Volunteer Ambulance and Rescue Association, Inc. with the following sections having been amended at its 2019 Annual Meeting of September 2019.

By-laws: Article III Section 1 and 5(a)
Article IV Section 1(a)

The forgoing is a true copy of the Constitution and By-laws of the New York State Volunteer Ambulance and Rescue Association, Inc. with the following sections having been amended at its 2020 Annual Meeting of September 11, 2020.

Constitution: Article VII Sections 1 &2 revised
By-laws: Article II Section 2 revised
Section 2a added
Section 3 revised
Section 3a added
Section 7 renumbered & added
Section 8 previously Section 7 revised & renumbered
Article VIII revised
Article IV Section 4 added