

**CONSTITUTION & BY-LAWS**  
**RETIRED PROFESSIONAL FIRE FIGHTERS**  
**OF WISCONSIN**

**ARTICLE I**  
**NAME & OBJECTIVES**

**1.1 Organization Name**

This organization shall be known as the Retired Professional Fire Fighters of Wisconsin. Henceforth will be referred to as the RPPFW.

**1.2 Objectives of RPPFW**

The objectives of the RPPFW shall be to cultivate friendship and fellowship among fire fighters, both retired and active, to maintain and improve pension laws, for the good of all fire fighters, widows and widowers.

**ARTICLE II**

**MEMBERS**

**2.1 Eligibility for Membership**

Any person who was a professional paid full-time fire fighter and is receiving retirement or disability benefits under the Wisconsin Retirement Fund is eligible for membership in the RPPFW. Existing members as of this date (September 28, 2006) shall be grandfathered.

A surviving spouse may continue to receive newsletters for a fee of Ten dollars (\$10) per year.

**2.2 Membership**

Any person who is eligible for membership becomes a member of the RPPFW upon payment of the dues rate to be set by resolution of the membership at the annual meeting of the membership. The initial rate of membership fee shall be the sum of Forty dollars (\$40) per calendar year.

When a member reaches the year of his or her 80<sup>th</sup> birthday and he or she has been a member of the RPPFW for at least 15 years they shall become exempt from paying any future annual renewal fees.

(a) **Political Action Committee**

Any member not wishing to have Five dollars of their annual dues going to the RPPFW PAC account shall sign the appropriate line on their annual renewal form.

**2.3 Term of Membership**

Unless otherwise directed by a member in writing accompanied with the membership fee, any new membership fee received by the RPPFW between the dates of January 1 and December 31 shall be deemed membership fees for the calendar year. Fees paid during such period shall entitle the payor to membership for the calendar year in which the last payment date falls.

Renewal memberships shall be due January 1<sup>st</sup> of each year.

(1)

#### **2.4 Maintenance of Membership Records**

The secretary of the RPPFW shall maintain a list of members who have paid their membership fees and such list shall identify the year for which such fees are paid.

### **ARTICLE III**

#### **OFFICERS**

##### **3.1 Principal Officers**

The principal officers of the RPPFW shall consist of the President, the Vice-President and the Secretary-Treasurer. The three (3) principal officers and four (4) Executive officers shall constitute the Executive Board.

##### **3.2 Election and Term of Office**

The officers of the RPPFW shall be elected by the members assembled at the annual conference according to the following schedule:

1. The President and two (2) Executive Board members to be elected in odd number years.
2. The Vice-President, Secretary-Treasurer and two (2) Executive Board members to be elected in even number years.

##### **3.3 Powers and Duties**

The Executive Board shall have full power to manage and control the affairs and property of the RPPFW, and to adopt rules and regulations governing the action of the Board, as provided for in Chapter 181, Wisconsin Statutes, and as limited by the Articles of Incorporation.

##### **3.4 Meetings of the Executive Board**

The Executive Board shall hold a meeting immediately upon adjournment of the annual conference. In addition to the annual conference, the Executive Board shall hold such meetings in person or by telephone conference, as may be called by the President, or by four (4) or more Executive Board members. Notice of such meeting shall be given not less than three (3) days in advance of the meeting if notice is given by telephone and not less than ten (10) days if given by United States mail. Meetings shall be held in such location and at such time as is directed by the persons calling the meeting.

### **3.5 Quorum and Action by the Executive Board**

A quorum of the Executive Board exists if four (4) or more members are present at the meeting of the Board. A majority of the Executive Board at any meeting may act on behalf of the RPFFW.

(2)

### **3.6 Committees**

The Executive Board may establish such committees as the Board deems reasonable with such members of committees to be appointed by the Board provided that the Chairperson of any committee shall be an Executive Board member of the RPFFW.

### **3.7 Removal**

Any officer of the RPFFW may be removed, with cause, by a three-quarters (3/4) vote of the Executive Board then in office, excluding the officer being removed.

### **3.8 Vacancies**

In the event of a vacancy in any office of the Executive Board, whether by death, incapacity, resignation or removal, the remaining members of the Executive Board shall elect a replacement for the unexpired term of the vacancy at any regular or special meeting called by the Executive Board.

### **3.9 Reimbursement and Compensation of the Executive Board**

The President shall be compensated at monthly rate set by the Board. The Secretary-Treasurer shall be compensated at an hourly rate set by the Board. No other Executive Board member shall receive any compensation for their services. Executive Board members may be reimbursed by the RPFFW for such expenses, including telephone, postage, meals, lodging and mileage as the member may incur. Mileage may be allowed by the Executive Board to attend meetings of the Board, annual members meetings or such other places as may be directed or approved by the Board, provided that the mileage reimbursement rate shall not exceed the rate recognized by the Internal Revenue Service as a permissible business mileage reimbursement rate.

## **ARTICLE IV**

### **OFFICERS DUTIES**

#### **4.1 President**

The President shall preside at all meetings of the Executive Board. The President shall be responsible for the general supervision of the affairs of the RPFFW and shall keep the Executive Board fully informed at the activities of the RPFFW. The President shall freely consult with the Executive Board concerning the activities of the RPFFW.

#### **4.2 Vice-President**

The Vice-President shall have such powers and duties as may be assigned by the Executive Board and the President. In the absence of the President, the Vice-President shall perform the duties of the President

#### **4.3 Secretary-Treasurer**

The Secretary-Treasurer shall act as the Secretary of all meetings of the Executive Board and of the annual meetings of the members.

(3)

The Secretary-Treasurer shall keep the minutes of all such meetings in the books proper for that purpose. The Secretary-Treasurer shall attend to the giving and serving of all notices of the RPFWW and shall maintain a current list of members from which the annual meeting shall be noticed by the Secretary-Treasurer for such place and time as may be specified by the Executive Board. The Secretary-Treasurer shall perform such other duties as the Executive Board or the President may direct.

#### **4.4 Secretary-Treasurer**

The Secretary-Treasurer shall have the custody of all funds and securities of the RPFWW which may come into his or her hand. The Secretary-Treasurer shall keep or cause to be kept full and accurate accounts of the receipts and disbursements of the RPFWW, shall deposit or cause to be deposited all monies and other valuable effects of the RPFWW in the name and to the credit of the RPFWW. Whenever required by the Executive Board, but not less frequently than annually, the Secretary-Treasurer shall render a statement of his or her accounts and shall exhibit the Secretary-Treasurer's books and accounts to any Board member or President of the RPFWW at all reasonable times. The Secretary-Treasurer shall further perform such duties as the Executive Board or the President may direct. The Secretary-Treasurer shall report the financial affairs to the members at the annual meeting.

#### **4.5 Executive Board**

The Executive Board shall hold meetings at the call of the President or a majority of its members. The Board shall appoint a Legislative Representative who shall be available in Madison during the Legislative sessions, or when deemed advisable by the Executive Board. The Board shall administer all personal property of the RPFWW for the sole use and benefit of the RPFWW. They shall deliver to their successors in office all books, papers, and other property of the RPFWW that may be in their possession at the close of their term.

### **ARTICLE V**

#### **CONTRACTS, CHECKS, BANK ACCOUNTS, ETC.**

##### **5.1 Bank Accounts**

The Secretary-Treasurer shall select such depositories as it deems proper for the funds of the RPFWW.

##### **5.2 Legislative Representative**

The Executive Board may engage a Legislative Representative to monitor and report upon actions or proposals which would impact the present or future members of the RPPFW. Such Legislative Representative may be an Executive Board member or an Officer of the RPPFW and may not be related to a Board Member or an Officer of the RPPFW through blood or by marriage by a degree of cousin or closer. Such Legislative Representative shall be from the State of Wisconsin.

(4)

Such Representative shall advise the Executive Board on all matters pertaining to the Wisconsin Retirement Fund or any other matters as may be appropriate. Such Representative shall not take a position on any matter before the Wisconsin Retirement Fund or any other matter without the express consent and direction of the Executive Board which consent may be obtained through telephonic communication with a majority of the members of the Executive Board. The Representative shall attend such meetings of the Legislative committees, the Wisconsin Retirement Fund, annual meeting of members or meetings of the Executive Board that the Representative or the Executive Board determines to be in the best interest of the RPPFW.

### **5.3 Other Employees**

The Executive Board has the power to hire any person or persons deemed essential for the continuing daily operation of the RPPFW. Salaries to be determined by the Executive Board upon approval of said person or persons.

### **5.4 Annual Conference**

The annual conference shall be held on the fourth (4<sup>th</sup>) Thursday of the month of September.

## **ARTICLE VI**

### **RPPFW SEAL**

The RPPFW shall have no seal.

## **ARTICLE VII**

### **FINANCIAL YEAR**

The fiscal year of the RPPFW shall begin on September first of one year and end on the 31<sup>st</sup> of August of the following year.

## **ARTICLE VIII**

### **AMENDMENTS**

These by-laws may be amended by the majority vote of the general membership at an annual meeting.

REVISED September 2006

(5)

**CHANGES**

**ARTICLE III -- OFFICERS**

PAGE 3 -- SECTION 3.9

**ARTICLE V -- CONTRACTS, CHECKS, BANK ACCOUNTS, ETC.**

PAGE 4 -- SECTION 5.1

**ARTICLE VIII -- AMENDMENTS**

PAGE 5

**UNCHANGED**

**ARTICLES: I  
II  
IV  
VI  
VII**

