

# **CONSTITUTION**

## **ARTICLE I**

### **NAME OF THE ORGANIZATION**

Section 1. This organization shall be known as the Laredo Police Officers' Association which is an organization chartered September 12, 1960, and now existing and by virtue of the State Charter No. 198464

### **DURATION OF ORGANIZATION**

Section 2. The organization shall be for the duration of the existing charter, namely perpetual.

### **OBJECTIVES OF THE ORGANIZATION**

Section 3. This organization shall be free and voluntary, one composed of active Civil Service, certified police officers of the Laredo Police Department for the purpose of supporting any benevolent, charitable, education or missionary undertaking as authorized by the Texas Non-Profit Corporation Act, Article 1396-3.02 of the Texas Non-Profit Corporation Act( Volume 3, Vernon's Texas Civil Statutes); and more particularly, to promote better understanding among members of the Laredo Police Department through recreational and social activity extending both morale and material aid to all members and to expand our knowledge of law Enforcement as public service.

## AFFILIATIONS

Section 4. This organization shall affiliate with other organizations on the local, state and national levels, which have similar goals and objectives. The organizations are , but not limited to, the following: Webb County Labor Council(W.C.C.L.C.), American Federation of Labor and Congress of Industrial Organizations (A.F.L.- C.I.O.), Combined Law Enforcement Association of Texas (C.L.E.A.T.), National Association of Police Officers (N.A.P.O.), and Communication Workers Association (C.W.A.)

Section 5. Objectives of the W.C.C.L.C. and A.F.L.- C.I.O. are similar as the following:

- a). To encourage formation of local trade and labor union and unite various bona fide organizations in the City and County.
- b). To encourage cooperation of workers in the City and County; thereby enabling maximum utilization of resources for Advancing not only the interests and well-being of Laredoans, but, also of the Citizens of Webb County, Texas and the United States of America in general.
- c). To encourage the extension of the benefit of collective bargaining to all workers: promoting uninhibited unionization, recognizing the principle that craft and industrial types of unions are appropriate and necessary in the organization workers.
- d). To encourage all workers to share equally in the full benefit of union organization and democratic management of union affairs without regard to race, creed, color, national origin or sex.
- e). To help secure legislation which safeguards and promotes the principles of free collective bargaining, the rights of workers and security and welfare of all people.

f). To protect and strengthen our democratic institutions, securing full recognition and enjoyment of the liberties to which we are justly entitled, and to preserve and perpetuate the cherished traditions of our democracy.

g). To promote means of furthering the education of Laredo and Webb County workers and increase public understanding of the purpose and objectives of the Labor movement.

h). To protect the labor movement from any and all corrupt influences and all those who are opposed to basic principles, namely; democracy and free democratic unionism.

i). To safeguard the democratic charter of labor movement and to protect the autonomy of each affiliated national international union.

j). While preserving the independences of the labor movement from political control, to encourage workers to qualify and vote to exercise their full right and responsibilities of citizenship, and to perform a meaningful role in political life at the local, state and national levels.

## **ARTICLE II**

### **MEMBERSHIP**

Section 1. All certified peace officers assigned to the Laredo Police Department, as permanent members of the Department are qualified to become a member of the Laredo Police Officers Association,

Section 2. Future members in the Association shall be restricted to any Person who has been duly appointed, enrolled and accepted in the Laredo Police Department from an eligibility list created by competitive examination for the purpose of filling a policemen's classification in the Laredo Police Department. ( Retired Civil Service retained lifelong membership in the Association and shall be considered honorary member in the Association, but without voting privileges) .

Section 3. Application for membership shall go before the executive Board. An applicant must submit an application for membership in writing and sponsor by a member of the Association in good standing. The applicant must submit the membership request to Secretary-Treasurer or any Executive Board member. The Applicants name will be Published in the L.P.O.A. bulletin board for a month prior to the general meeting. The application will be voted on by the general membership at regular meeting and must be approved by two-third majority vote of the members present. Membership may be denied or revoked according to the Following criteria: Members who

- 1). Resign from the Association
- 2). Are expelled by the Association for refusal to cooperate with the rest of the membership.
- 3). Refuse to contribute any donation in equal amount as the rest of the membership.
- 4). Refuse to pay increase in monthly dues.

Revoked membership shall not be reinstated unless he/she pays dues owed to the Association, including donations. There will be an amnesty month, August, in which an applicant can apply for membership, but must follow the above requirements. This section does not apply to new members.

Section 4. Members of the Laredo Police Officers' Association who retire from active duty and wish to maintain membership, will be carried as lifetime honorary members. They are entitled to attend all meeting and social functions but, shall not be entitled to a vote, hold office, or petition for legal aid except as provided under ARTICLE III, Section 1, herein stated.

Section 5. The Association may expel, by majority vote of the member present, any member whose conduct as a police officer or in his private life is a discredit to the Association or is harmful to the interests of the organization. Members or Police officers of high rank, who threaten, or intimidates any member in ant manner shall not be eligible for reinstatement for the day of expulsion, unless approved by the Executive Board of the Association.

Section 6. Police Officers who are not members of the Association and are members from another group, shall not use any number of members of the L.P.O.A. to fulfill the requirement of that organization. Members of the L.P.O.A. who are expelled from the Association, shall also be dropped from any other organization to which the L.P.O.A. is affiliated.

Section 7. C.L.E.A.T. membership shall not fall below fifty(50) percent of the L.P.O.A. local membership. C.W.A. local 6911 and N.A.P.O. will be affiliated via C.L.E.A.T., W.C.C.L.C.

Delegates shall be granted by the numbers of members in the organization to represent their local as follows:

50 or less members.....3 delegates = 3 votes

51 to 100 members..... 4 delegates = 4 votes

101 to 250 members..... 5 delegates = 5 votes

251 to 500 members ..... 6 delegates = 6 votes

The Laredo Police Officers' Association shall be allowed one alternate delegates for each regular delegate. No more than one of the principle officers: President, Vice-President and Secretary-Treasurer shall be elected from the same local.

Delegates will be appointed by the President who will forward A letter to the Webb County Labor Council to give official notice of the appointment and the alternate appointment.

### **ARTICLE III**

#### **TERMINATION**

Section 1. Should a member of the organization resign, retires or otherwise sever connection with the Laredo Police Department, the member shall automatically be dropped from active membership. However, should any lawsuit develop at a later date, relating to his/her formal official duties, the member may present his/her case to the Executive Board.

Section 2. Whenever any member has been terminated in any manner, the person whose membership has been terminated and all person claiming under, by or donation or contributions made to this organization, or to any claim whatsoever upon any of the funds, benefits or property of this organization, except as provided in ARTICLE IV, Section 5.

## **ARTICLE IV**

### **DUES, FEES, ASSESSMENT**

Section 1. Members of the organization must sign authorization for payroll deduction of dues. New members accepted by the Association shall not be considered members until they have Signed authorization for payroll and their dues are deducted.

Section 2. Dues will be set by the Executive Board of the Association and voted on by secret ballot in a general election of the membership plus any other organizations with which the Laredo Police Officers' Association is affiliated. The dues shall be paid so the member can be placed in the Association active membership list. This action will entitle the member to vote. Two months of unexplained delinquency in payment are grounds for expelling a member from the Association. The Executive Board will determine the amount that will go toward the building fund account. The amount will assist in paying for the Union Hall.

Section 3. All assessment will be on a voluntary basis. In addition, dues May be levied by the two-third of the member present, should the State of the Treasury requires it.

Section 4. All financial obligation of the Association shall be signed by the appointed Executive Board members and countersigned by the president, upon approval by Executive Board. All payments made by check on accounts will be made with a two signature requirement.

Section 5. Dues for C.L.E.A.T. will be via payroll deduction from the City of Laredo to the C.L.E.A.T. state office. Local Affiliation to Webb County Center Labor Council is a small fee which is kept to a minimum and in accordance with the W.C.C.L.C.'s current Constitution and By-Laws.

## **ARTICLE V**

### **EXECUTIVE BOARD, ELECTION AND RECALLS**

Section 1. The Executive Board of the Laredo Police Officers' Association shall consist of twelve (12) members: President, First Vice-President, Second Vice-President, Secretary-Treasurer and eight (8) Board of Directors. The Executive Board shall be elected by a majority vote of the Association members casting their ballots. Members on duty or going off duty may cast their ballot the night before the election, as specified by the Executive Board and the ballots will be kept in an approved designated place as specified by the Executive Board, except as provided in ARTICLE V, Section 2. The Secretary-Treasurer shall open all ballots in the presence of all attending members at a special Executive Board meeting for canvassing of the ballots after the last day of the election has closed. Any member shall have the right to examine the ballots, after the voting is completed and recorded by Secretary-Treasurer.

Section 2. The President shall appoint an Election Committee to run each election and shall take the ballots and proceed under ARTICLE V, Section 1 and guidelines of the Executive Board.

Section 3. Eight (8) members shall be elected to the Board of Directors. Four (4) shall be elected for two years term and three (3) if the current President does not get re-elected or decide not to run as President. If the President does get re-elected, then the top four (4) Receiving the most votes will be the elected Board of Directors for a two (2) year term.



Section 4. Elected offices shall serve for a period of two years and Are eligible to succeed themselves. In case of a vacancy, The President shall appoint one member to serve out the remaining term of office. However, the First-Vice President shall succeed the President, should his/her office be declared vacant. The Second-Vice President shall succeed the First-Vice President, should his/her office be declared vacant. In case of a vacancy occurring in the Board of Directors. A replacement shall be made by the President, subject to approval by the Board of Directors, such appointment to by only for the unexpired term of the Vacancy to be filled.

Section 5. Candidates must submit nomination in writing, ten (10) days before election day to the Election Committee officers. The election will be held on the last pay day of the month of October, unless the executive Board on two-thirds vote decides to have the election on another day. The election will be conducted by secret ballot. For the position of First Vice-President and Second Vice-President, candidates will submit in writing which position he/she will be vying for. For candidates vying for the Executive Board, the person with the highest numbers of votes will deemed the winner. Should a tie vote occur for any office at the election canvassed, a run-off election shall be held on the next pay day following the election, using the same procedures.

The installation of new officers shall take place at the next general meeting in December, or the next general meeting after the run-off election, if it applies.

Section 6. The office of the President, First Vice-President and Second Vice-President cannot be held by any member with the rank above Sergeant. All other officers and Directors shall not hold the rank above Lieutenant. In case that any elected officer or Director is appointed or promoted to a high rank, he/she shall resign their elected position upon the promotion.

Section 7. The Executive Board Shall be the governing body and shall have custody, control and management of all funds, property and effects of the Association.

Section 8. Any Executive Board member of the Association who misses three (3) Executive Boarding meeting held in three (3) separate months and the absence occur in succession without a valid excuse, shall be the cause for automatic removal from office. The Secretary-Treasurer shall report the absence at roll call and Officer or Director shall be replaced under procedures Set forth in ARTICLE V, Section 4.

Section 9. Any member wishing to run for office is required to Attend no less than fifty (50) percent of the general Monthly meeting of the year prior to the election, (meaning the current year prior to the election, a member would have to attend five (5) meeting of nine (9) possible meeting in the current year).

The member seeking office must be a member of the Association for two (2) consecutive years prior to nomination for any Office or Director's. The office of the president, First and Second Vice-Presidents must be in the Police Department and in the Association for at least five (5) years. Police officers with the rank of Lieutenant or above are not eligible to run for this office.

This requirement benefits the Association. It allows members to be more knowledgeable of the Associations' current business, thus able to serve the members better. The current Executive Board members are excluded from this requirement since they attend Executive Board meeting on a monthly basis.

Section 10. Election of union stewards will be done at every election or after the transfer to a different sections. Members must elect a union steward of their choice from their respective sections. The steward must be a member of the Association in good standing and can be an Executive Board member. The steward will keep members informed of the Association activities and functions and will attend all meetings possible.

Section 11. A quorum of the membership shall consist of ten (10) members for any general membership meeting. A quorum for any Executive board meeting shall be half plus one board member. A quorum for any appointed committee shall be half of the members appointed.

Section 12. Any Executive Board member wishing to run for a higher office shall notify the Executive Board in writing of his/her intentions and must indicate which position he/she will be running for. He/she must resign his position (30) days prior to election.

## **ARTICLE VI**

### **FINANCIAL AID OF THE ASSOCIATION**

Section 1. Subject to Executive Board approval, Five hundred (500.00) dollars shall be the maximum expense granted for any legal defense provided that the city or any Association, State or National Organization does not cover the cost. The following exclusions and limitations shall also be applied.

- a). No benefit shall be provided for any action to obtain a promotion or assignment, or establish any position for a participant on an eligibility list for any promotion or assignment.
- b). No benefit shall be provided for legal service to one participant when such legal service, if successful, would cause legal injury to another participant unless the Executive Board first approves legal service for defense of a participant against such a potential injury, provided however, if prior to the case or construction of a statutory provision which, if accepted, by a court, would necessarily result in a decision for an interest(s) and against a competing interest(s) representation of that interest(s) favored by policy may be approved to the exclusion of the competing interests shall be at the board' discretion of the Executive Board in the best interest of the Association.
- c). No benefit shall be provided to a participant in a civil action opposed by the Association even if legal services are provided to the Association notwithstanding any language in 1(a).
- d). No benefit shall be provided under this section to cover any monetary award for damages or otherwise, whether by judgment, settlement or otherwise, against a participant in any action.

e). No benefit shall be provided to cover attorney's fees or cost of opposing party, or any party other than the participant awarded against a participant in any action.

Section 2. No member shall be entitled to aid or financial assistance for any causes whatsoever, while acting as a private agent.

Section 3. For support of legislation favorable to the members collectively or in opposition to unfavorable legislation, The Executive Board shall be empowered to defray the incurred expenses for such legal means that may be employed upon approval of the Executive Board.

Section 4. The Executive Board shall act for the Association as a committee to hold conferences with the City Council, City manager and Chief of Police on legislation or other Business affecting the Police Department or its members. Executives Board may delegate such duties to subcommittees.

Section 5. Any member who may be guilty of violating the Constitution, breach of trust or conduct detrimental to the Association, may be expelled by the Executive Board until the next regular meeting, when two-thirds majority vote will be necessary to override the action of the Executive Board. Officers of the Association who may be guilty of similar offenses will be handled under ARTICLE V, Section 4.

Section 6. The Executive Board shall handle all requests that necessitate the use of the Association's finance after approval of the Finance committee. The Executive Board action shall be final and binding.

Section 7. The Association shall be responsible for travel expenses to Association sponsored events if approved by the Executive Board. Meals or per-diem for meals will be thirty-five (35.00) dollars per day. Expenses such as lodging, rental fees, registration fees, gasoline and airplane tickets, etc. will be covered by the Association. All expenses shall be documented by actual receipts. Reminded that these are for only Association members. Any family member or friend accompanying the member must travel at their own expense and liability.

Section 8. Sponsoring of Youth Activity League will be limited to one-thousand-five-hundred (1,500.00) dollars per fiscal year (January-December). The sponsoring of Adult Activity league will be limited to one-thousand (1,000.00) dollars per fiscal year, not to exceed two-hundred (200.00) dollars per event. (Active members and members in good standing will be considered).

Section 9. Any donation requested will be limited to seventy-five (75.00) dollars and upon approval by the Finance Committee. The finance Committee will set a budget for this item on a year to year basis.

Section 10. Scholarship will be awarded to children of Association members. A request must be made to the Scholarship Committee and it must be in written form with a short narrative of grade point average and what college or university he/she is wishing to attend. The narrative must include a telephone number of the college he/she will be attending. Scholarship will be awarded to students who graduated from High School within one year of the date of graduation. Scholarship will be Seven-Hundred-fifty (750.00) dollars per student, upon Approval of the Executive Board.

Section 11. The Benevolent Fund was established for medical emergencies and will be regulated by the Executive Board on a case by case Basis. Once the fund is established, funds can not be distributed If the fund is below an amount set by the Executive Board.

Section 12. All funds are derived from various fund-raisers throughout the year. A log will be kept by the President regarding the Participants to all events sponsored by the Association. This log will be checked by the corresponding committee before making a recommendation to approve or deny the request made by the member(s). (Members making a request must be in good standing with the Association). Recommendation will be forwarded to the President to be presented to the Executive Board for final approval.

Section 13. All request made by L.P.O.A. members must be in writing and shall be presented to the Executive Board at the monthly Executive Board meeting in person by the member making the request.

## **ARTICLE VII**

### **AMENDMENTS**

Section 1. The Constitution and By-Laws may be amended by a favorable Vote of two third majority of the members. Such voting shall be done by secret ballot after such Amendment(s) has been submitted in writing and entered upon the minutes of Executive Board or General Membership meeting, notice has been posted on the Association's bulletin board in places where said notice can be seen. Said notice shall contain the proposed change(s) and the date of the election shall be stated, and such posting will be in a place at least thirty (30) days prior to the date for the election on the Amendments.

Section 2. The Constitution and By-Laws shall be in full force and effect immediately upon adoption, after a canvassing of the votes in the Amendment Election.

# **BY-LAWS**

## **ARTICLE I**

### **DUTIES OF OFFICERS**

#### Section 1.

**PRESIDENT:** The President shall not hold the rank lieutenant or above in The Laredo Police Department. In case of a promotion to the rank of lieutenant or above, he shall resign as an officer of the Executive Board, and remain as a regular member of the Association. The President shall appoint for a term not to exceed his/her tenure of Office, a Sergeant-at-arms and a Parliamentarian. The President shall appoint all standing and special committees. All appointed positions and committee made by the President can be removed or replaced at his/her discretion. The president shall conduct the general management and direction of the affairs of the Association subject to approval of the Executive Board. The President presides at all of the meetings of the Executive Board and General Membership. The chief administrative duty of the President is to represent the organization. The president signs all legal documents; supervises the activities of the organization; represents or speaks for, the organization. As a presiding duty of the President, he/she shall keep order of the meetings; be fair and impartial; and protect the rights of all members.

#### Section 2.

**FIRSTVICE-PRESIDENT:** The First Vice-President office like the Presidents office Shall not be held by an officer of the rank of lieutenant or Above in the Laredo Police Department. The First Vice-President will preside at all meeting in absence; inability or refusal to act by the president. The First Vice-President will oversee committee assigned to by the President, to make sure the committees meet and file status reports to be read at the Executive Board and General Membership meetings.

#### Section 3.



SECOND VICE-PRESIDENT: The Second Vice-President office like the President and First Vice-President offices, shall not be held by an officer of the rank of Lieutenant or above in the Laredo Police Department. The Second Vice-President will preside at all meetings in the absence, inability or refusal to act by the president or First Vice- President. The Second Vice-President will oversee committees assigned to by the President. In addition, this office will oversee the Secretary-Treasurer to ensure all reports are made and filed He/she is also responsible for meeting with the Certified Public Accountant. The Second Vice-President will oversee all election by assisting the Secretary-Treasurer. In the event where the Second Vice-President is not seeking re-election, the President will appoint a special Committee for the election of the second Vice-President.

#### Section 4.

SECRETARY-TREASURER: The Secretary-Treasurer is responsible for the keeping of all the records of the Association, preparing the agenda for all meetings, handling correspondence, sending notice and performing other Administrative duties that may be assigned by the Executive Board. The Secretary-Treasurer is also responsible for receiving and disbursing the money of the Association and work closely with Certified Public Accountant hired by the Association's Executive Board. All expenditures authorized by the Association or the Executive Board shall be paid by check, credit card or bank draft. The Secretary-Treasurer's records of the minutes to meeting and the state of the Treasury of the Association will be available for inspection by the Executive Board at a reasonable time.

## Section 5.

**BOARD OF DIRECTORS:** The Board of Directors is part of the Executive Board and Elected by the general membership. The Board of Directors are elected in staggered years, four (4) Directors one year and Four (4) Directors along with Association Officers the following year as prescribed in the Associations Constitution Under ARTICLE V, Section3. All Directors will participate in at least one or more of the Association Committee, and will attend all fund raising events. This will serve as an example to the rest of the membership as to the leadership of the Board of Directors. They will encourage the members to participate in the fundraising events and to attend all schedule meetings. The Board of Directors are responsible to attend all scheduled Meetings, if he/she can not attend he/she will notify one of the Executive Board members. If a Board of Director misses more then threea(3) regularly scheduled meetings (which are held on the second Tuesday of the month), and the absence is unexcused the Director will be removed from office. The replacement will be appointed by the President at the next Board meeting, with the approval of the Executive Board. The Secretary-Treasurer will make the proper notation in the minutes of the meeting.

## Section 6.

**UNION STEWARD:** The Union Steward must attend all general monthly meeting and be well informed of all Association business and activities. The Union Steward shall be a voice for all concern of the Association membership and relay these concerns to the Board or the President. The Union Steward should be aware of any problems or needs for union representation, whether they are present or future concerns of the Association members. The Union Steward does not have to be elected. He/she can be Replaced at the request of the members presents. The Union Steward will represent any section that consists of four (4) or More members of the Association.

## Section 7.

UNION DELEGATE: Union Delegate means a group of people who attend meetings of the Webb County Central Labor Council, any convention or legislative session of interest to the Association. The President or designee shall be a voting delegate without Election and shall serve as chairman of the Association. To qualify as a delegate, member must have attended at least half of the general membership meeting prior to the appointment as a Delegate. Before he/she can be a delegate, he/she must be certified by the Secretary-Treasurer as having complied with the above-mentioned requirement, except in the case where a member can show justifiable reason for having missed one or more meetings as required.

Section 8. All expense for attending a convention or legislative session or any other seminar incurred by the delegate in line of Duty to the Association shall be burdened by the Association. After being so approved by the Executive Board in accordance To ARTICLE VI, Section 7 of the L.P.O.A.'s Constitution.

## **ARTICLE II**

### **DUTIES OF MEMBERS**

Section 1. Should any department or legal action be brought against any member of the Association caused by an act in line of duty, it is the duty of the member himself to immediately notify the President who, in turn, will notify the Executive Board. The member shall appear before the Executive Board as often as deemed necessary during this time.

Section 2. members who have been summoned to any case pending in the District Court, Juvenile Court or in any County Court, Municipal Court or before Grand Jury proceeding or in conference with the District Attorney or Assistant District attorney, or in a pretrial Conference or any other related hearings, or any proceeding by any City, County, State, or Federal Government or any Subdivisions or Agencies thereof. The member will conduct himself in a professional manner and demeanor which will not bring the Association or the Department into disrepute or discredit or can impair our operation and social status. Members will abide by the advice of the representing attorney, Union representative or Executive Board member and abide by all subpoenas and court orders.

Section 3. The Executive Board, Union Representative or Attorney, may drop the case of any member who fails to comply with the above provision and lend no cooperation whatsoever.

Section 4. No member of the Association shall sponsor or endorse in his official capacity, any candidate seeking public office in any elected Position, nor shall any resolution adopted by the Association supporting any candidate for public office, other than the recommendation of the P.A.C.(Laredo Police Officers Association's Political Action Committee), after approval of the General membership in a General Membership meeting.

Section 5. Decision of the Executive Board shall be final and binding upon the Association excluding those issues that need to go before the General Membership by secret.

## **ARTICLE III**

### **MEETING AND PROCEDURES**

Section 1. Meetings will be as follows:

- a). Executive Board will be held the Second Tuesday of each month.
- b). General Membership Meetings will be held the third Thursday of each month
- c). Emergency Membership Meeting will be held any time that an emergency arises and is of grave concern to the operation of the Association.
- d). Special Meeting shall be called by the President on his own initiative, at the request of four (4) Executive Board members, or on written request from twenty-five (25%) percent of the Association members. Should the President refuse to act, the Executive Board or Twenty-five (25%) percent of the Association call the meeting. ARTICLE I, Section 1.3 will apply to this situation.
- e). Executive Session is closed to the General Membership, session is to discuss items related to personnel, court decisions, affecting the Association. Other issues of grave importance to the Association and its day to day operation. No vote or decision can be taken in Executive Session. Everything said in the session is confidential and the Executive Board members should respect this and not disclose it to other members about what transpired until the entire membership hears the report. Individual Executive Board or the Association.
- f). An informative meeting is when no quorum is met and no action can be taken during this type of meeting.

The schedule for the meeting shall be maintained unless changed for reasons beyond the membership control or if the date falls in a holiday.

Section 2. Meetings shall be called to order at the appointed time if a quorum is attained. If after Twenty (20) minutes no quorum is met, the presiding officer shall call the meeting to order and run an informative meeting. If a quorum is met the meeting has begun or if it is in the middle of the meeting, it shall continue as an informative meeting.

Section 3. The order of business to be conducted or agenda to be follow:

- A. Call meeting to order:
- B. Roll call of officers/number of members present
- C. Reading of the minutes
- D. Treasurer's report
- E. Application of membership/resignation
- F. Reports of committee
- G. Unfinished business
- H. New business
- I. Announcement/communication
- J. Adjournment of meeting

Items to be considered for a meeting should be turned in to the President, Vice-Presidents or the Secretary-Treasurer a week before the meeting so it can be added to the agenda for the meeting. An item can be brought up from the floor during Communication, so it can be placed in the agenda for the following meeting.

Section 4. Special meeting, Emergency meeting or Committee shall not follow the above mentioned agenda, but must have a quorum in order to meet and consider any action.

Section 5. Quorum for all meeting is as follows:

a). General Membership monthly and Special called meeting is ten (10) members.

b). Executive Board and Emergency Executive Board meeting is half of the board members plus one member.

c). Committee meeting is half of the committee members.

Section 6. All procedures shall be conducted according to ROBERT'S RULES OF ORDER unless, otherwise set forth in the CONSTITUTION and By-Laws of the Laredo Police Officers' Association.

**ARTICLE IV**  
**OATH OF OFFICE**

I (STATE YOUR NAME), elected by the Laredo Police Officers' Association as (state your title /position), do solemnly swear that I will support the Constitution of the United States and the State of Texas. I do solemnly and faithfully promise to be loyal to the Laredo Police Officers' Association and to the best of my ability to uphold the Police Code of Ethics, to instill in the members the spirit of cooperation and of high regard to our calling and to assert a wholesome influence on the education of the citizens of our State, especially with the purpose of including respect for law and order, all this I promise and call these assembled members to witness so help me GOD.

Laredo Police Officers' Association Constitution and By-Laws were amended after a vote to amend was taken on April 19, 2002, during a General Elections. All ARTICLES on the Constitution and By-Laws were amended, corrected and deleted