

*Constitution and ByLaws*  
*of the*  
*Hudson Valley*  
*Volunteer Firemen's*  
*Association*

*SUPPLEMENTS TO*  
*2008 YEAR BOOK*

*As Amended*

**CERTIFICATE OF INCORPORATION OF THE HUDSON VALLEY  
VOLUNTEER FIREMEN'S ASSOCIATION**

State of New York  
County of Columbia  
City of Hudson

We the undersigned, of full age, being desirous of associating ourselves together for the purposes hereinafter more particularly described pursuant to and in conformity with Acts of the Legislature of the State of New York, relating to Membership Corporations, do hereby certify and declare that we are all of full age, that we are citizens of the United States, and that we are all residents of the State of New York.

We do further certify and declare as follows:

FIRST: That the particular objects for which said Corporation is formed are as follows, VIZ: To promote an enlarged and more friendly intercourse between the active and exempt members of the various volunteer fire organizations, located and residing in the territory hereinafter described, to foster interests in all matters appertaining to the welfare of volunteer firemen, to reform all abuses relative thereto; to secure freedom from unjust and unlawful exactions, to procure uniformity in the customs and usages of the volunteer firemen; to purchase, hold, lease, mortgage, exchange and sell any real property that may be deemed expedient and proper in carrying out the aforesaid purposes.

SECOND: That the corporate name by which said corporation shall be known and distinguished is and shall be "Hudson Valley Volunteer Firemen's Association."

THIRD: That the territory in which the operations of said corporation are to be conducted is in the following counties of the State of New York, to wit:

Albany	Orange	Ulster
Columbia	Rensselaer	Warren
Dutchess	Rockland	Washington
Greene	Saratoga	Westchester
	Sullivan	

FOURTH: That the principal office of said corporation shall be located in the City of Hudson, County of Columbia, and State of New York.

FIFTH: That the number of directors of said corporation shall be five.

SIXTH: That the names of places of residence of the persons to be the directors of said corporation until it's first annual meeting are:

Irvington L. Nestell, Kingston, NY  
 Walter H. Flandreau, Mount Vernon, NY  
 Lewis E. Lansing, Poughkeepsie, NY  
 Richard Hallenbeck, Hudson, NY  
 Charles S. Sloat, Haverstraw, NY

SEVENTH: That the names and places of residence of the persons to be officers of said corporation until its first annual meeting are:

President:	Charles A. Weiant, Haverstraw, NY
First Vice President:	Frank P. Quigley, Kingston, NY
Second Vice President:	Charles A. Buckley, Mt. Vernon, NY
Secretary:	Henry Buxbury, Hudson, NY
Treasurer:	William H. Kolts, Kingston, NY

EIGHTH: That the annual meeting of said corporation shall be held on the third Tuesday of the month of June in each and every year.

**Certificate of Incorporation Amended, June 19, 1943, to include the counties of:**

Albany	Rensselaer	Ulster
Columbia	Rockland	Warren
Dutchess	Saratoga	Washington
Greene	Schenectady	Westchester
Orange	Sullivan	

**and to provide that the number of Directors after this date shall not be less than five nor more than ten.**

**Certificate of Incorporation Amended the 2<sup>nd</sup> of June, 1959  
 at Poughkeepsie, NY to include the counties of:**

Albany	Putnam	Ulster
Columbia	Rensselaer	Warren
Dutchess	Rockland	Washington
Greene	Saratoga	Westchester
Orange	Schenectady	
	Sullivan	

**and provide that the number of Directors after that date shall consist of eleven members.**

**Certificate of Incorporation Amended for the 20<sup>th</sup> of June, 1958  
at Albany, NY to include the counties of:**

Albany	Putnam	Ulster
Columbia	Rensselaer	Warren
Dutchess	Rockland	Washington
Essex	Saratoga	Westchester
Greene	Schenectady	
Orange	Sullivan	

**Certificate of Incorporation Amended, June 22, 1962 at  
North Tarrytown, NY, to provide that the number of  
Directors after that date shall consist of twelve members.**

**CONSTITUTION AND BY-LAWS**

Codified and Adopted at Poughkeepsie, June 22, 1927,  
and Re-Codified and Adopted at North Tarrytown, N.Y., June 22<sup>nd</sup>, 1962.  
Amended at Hillcrest, June 21, 1968, and at Ballston Spa, June 16, 1972,  
and at subsequent conventions.

**CONSTITUTION AND BY-LAWS**

**ARTICLE I**

**Name**

**SECTION 1:** This organization shall be known as "HUDSON VALLEY VOLUNTEER FIREMEN'S ASSOCIATION, INC."

**ARTICLE II**

**SECTION 1:** This Association shall be composed of those organizations and persons who are on the 22<sup>nd</sup> day of June, 1962 members in good standing of the Hudson Valley Volunteer Firemen's Association, Inc and, in addition thereto, any volunteer fire company, volunteer fire

department, association of volunteer or exempt firemen and any active or exempt volunteer firemen who is serving or who may have served in any such company or department in the territory in which the operations of the Hudson Valley Volunteer Firemen's Association, Inc are authorized to be conducted and who may, from time to time, be elected to membership.

SECTION 2: Each organization shall be entitled to one (1) delegate each year and such organization shall furnish credentials, signed by the presiding officer and secretary, that the delegate has been duly elected to, represent the organization and that he is and has been an active member in such organization for at least six (6) months previous to such election.

SECTION 3: Any application for new membership (Organization, Company, Department or Individual) to the Association must be accompanied by payment of the appropriate annual dues as defined in Section 4 below.

SECTION 4: The annual dues of each organization, company or department shall be \$10.00, unless an organization, company or department signs up its entire membership in the HVVFA, then its dues shall be waived. Then the rate will be \$6.00 for each individual paid by the organization, company or department check.. The annual dues for individual members shall be \$8.00 unless the organization, company or department registers every member, except life members of the HVVFA, as dues payers. Each individual member and organization, company or department once admitted, may retain membership in this association, as provided by the Constitution and By-Laws as long as the provisions of this section area complied with. (Amended at Shaker Road, 2007 Convention.)

Any individual member entering the armed forces of the United States of America shall automatically be exempted from the payment of dues during the period he remains therein without the loss of his rights and privileges as stated by the Constitution and By-Laws of the Association.

The annual dues shall be payable on or before the opening day of the annual convention. No member shall have a voice or vote in any convention unless his dues are paid in full to and including the year in which such annual convention is being held. Any member who shall become more than one year in arrears shall be dropped from the Roll of Membership and shall be reinstated only upon the filing of a new application, accompanied by his arrearage, and the payment of annual dues.

No application for individual membership in the association shall be received from May 31<sup>st</sup> until the close of the convention each year but applications received prior to May 31<sup>st</sup> in any year may be acted upon at the Pre-Convention Meeting of the Board of Directors in such year.

SECTION 5: Any member of this Association in good standing may, by a vote of the Association at its annual convention, be continued upon the Roll as an Honorary Member of the Association, and shall be exempted from the payment of dues.

Any person not a member of the Association who has performed outstanding service for this Association or for the fire service generally may be made an Honorary Member of this Association by a vote of the Association at it's annual convention. Such Honorary Membership shall confer no voting privileges.

All Past Presidents of this Association, upon the completion of their terms of office, shall automatically become Life Members, with all the rights and privileges stated in the Constitution and By-Laws of this Association, and shall be exempt from the payment of dues.

Any volunteer fire company or volunteer fire organization, having its place of residence outside the corporate territory of the Association may become an associate member of the Association either by asking the Board of Directors or by an affirmative vote of the membership at the convention. Such associate membership does not confer voting privileges, and the right to hold an elective office. Members prepared to join will be charged an initiation fee of \$8.00 and their annual dues will be \$10.00 a year. Any company wishing to join, initiation will also be a fee of \$8.00 and their dues will be \$15.00 a year. (Amended at Lake Placid 1980 Convention.)

SECTION 6: Life membership shall automatically be granted to any member upon completion of twenty-five (25) consecutive years as a member of the association.

Life members shall be exempt from the payment of dues and assessments. (Amended at the Lake George 1988 Convention.)

### ARTICLE III

SECTION 1: The officers of this Association shall consist of a President, First Vice President, Second Vice President, Recording Secretary, Financial Secretary, Treasurer, a County Vice President from each County included in the territory of this Association, each of whom shall hold office for one (1) year, and eight (8) Directors. Each officer must be an individual member of this Association, in good standing, at the time of his election. An individual may hold only one (1) office at a time. The Junior Past President shall not hold an elected office during his term.

The incoming President shall appoint the following Officers for a term not to exceed one (1) year: Sergeant-at-Arms, Assistant Sergeant-at-Arms, Association Chaplain and Associate Chaplains. (Amended at Late George, 2002 Convention.)

The President of this Association, in addition to his other duties, shall also serve as Chairman of the Board of Directors during his term of office, and that the Recording Secretary of the Association shall serve as Secretary to the Board of Directors. (Amended at Menands 1982 Convention.)

The Board of Directors shall consist of no more than fifteen members as follows: The President, First Vice-President, Second Vice-President, Recording Secretary, Financial Secretary, Treasurer, one (1) Director for a term of one (1) year, and eight (8) elected Directors for terms of four (4) years. The Director for one (1) year term shall be the Junior Past President of this Association. No elected director shall serve more than two (2) terms effective at the close of the 1988 convention. (Adopted at the 1988 Convention Lake George.)

Modification to make the Hudson Valley Volunteer Firemen's Association Directors, both Past and Present, who, after having served two (2) full terms as Directors, automatically will become Life Members of the Hudson Valley Volunteer Firemen's Association. (Amended at the Monticello 2000 Convention.)

The Board of Directors increasement from five (5) to eight (8) elected Directors shall be done by electing one (1) Director at the 1989 convention and then electing two (2) Directors a year starting with the 1990 convention. (Adopted at the 1988 Convention Lake George.)

SECTION 2: The President, First Vice-President, Second Vice-President, Recording Secretary, Financial Secretary and Treasurer for one (1) year and two (2) Directors for a term of four (4) years shall be elected by ballot at the Annual Meeting by a Plurality vote.

A county included in the territory of this Association shall be allowed only one (1) Elected Director representing it on the Board. A director's primary residence at his time of election shall be primary consideration in determining which county he represents.

The county Vice Presidents shall be elected annually by a plurality vote of the delegates and individual members present at the annual convention from their respective counties.

In the case of a vacancy in the office of a Director, a successor shall be elected for the unexpired term.

Each of the aforesaid officers shall take a office at the organizational meeting of the Board of Directors which shall be held following the adjournment of the convention at which they are elected.

SECTION 3: No individual member or delegate may vote at the annual election of this Association unless he/she is in possession of and surrenders to the Inspectors of Election, a voting card or card issued to him/her by the Secretary. In addition he must show his paid-up and signed membership card and/or a delegate's card upon voting and he/she may be called upon to further identify himself/herself as a member or accredited delegate. (Amended at Mahopac 1974 Convention.)

SECTION 4: All nominations of officers shall be made during the morning session of the first day of the convention. Each nomination shall be for a stated specific office (i.e., President, Director, etc.). (Amended at Lack Placid, 2004 Convention.)

SECTION 5: It shall be the duty of the President to appoint three (3) Inspectors of Election. The Inspectors shall have full charge of the election which, except as otherwise in these By-Laws provided, shall be held from 10:30 a.m. to 12:00 p.m. (noon) on the second day of the convention. (Amended at Shaker Road, 2007 Convention.)

SECTION 6: The Inspectors of Election shall have two ballot boxes, one to receive the ballots and one to receive the voting cards. An individual member who is also an accredited delegate shall be entitled to vote. One vote as an individual member, and one vote as a delegate of each Fire Company/Fire Organization, which he/she represents, and whose name is registered with the Financial Secretary as the delegate of the Fire Company/Fire Organization. If voting machines are used, only one ballot box to receive the voting cards shall be necessary. (Amended at Lake Placid, 2004 Convention.)

SECTION 7: In the event that there is no opposition to any office, after all nominations have been made, and there is but a single candidate for each office, the provisions of Sections 5 and 6 of this Article shall be waived at any time thereafter and, upon the voice of the convention, the Secretary shall forthwith cast a single ballot which will elect the persons so nominated.

SECTION 8: In the event of a contest for election of officers and Directors, the office of the Financial Secretary shall be closed during voting hours from 10:30 a.m. until 12 p.m. (Noon). (Amended at Shaker Road, 2007 Convention.)

## ARTICLE IV

### Duties of Officers and Committees

SECTION 1: It shall be the duty of the President to preside over all meetings of the Association and Board of Directors and call special meetings at the request of the majority of the Board of Directors or when he deems a call of the Association necessary, at such a time and place as he or the Board of Directors shall select. It shall be the duty of the President to attend as many County or local conventions of volunteer firemen, held within the territory of this Association, as possible, and speak in the interest of the Association. He may appoint any elected officer as a substitute to attend in his place and stead should he not be able to do so. (Amended at Menands 1981 Convention.)

The President or the presiding officer, occupying the chair at the time, shall have no vote upon any controversial matter or floor motion that might come before him for decision.

This does not affect, in any way, his right and privilege to vote in other matters such as election of officers, or any other question that is not before him. (Amended at Monticello 1975 Convention.)

In the absence of the President at any meeting, the First Vice-President shall assume such duties as may be required of the President. In the absence of both the President and First Vice-

President, the Second Vice-President shall assume such duties as may be required by those officers. In the event of a vacancy in the office of President, by death, resignation or otherwise, the First Vice-President shall act as President until a successor has been chosen by the Association.

As soon as practical after his election to office, the President shall make the following appointments:

A member of the Auditing Committee for three (3) years. Said Committee shall consist of three (3) members.

A member of the Law Committee for a term of three (3) years. Said committee shall consist of three (3) members.

The Legislative Committee shall consist of three (3) members to be appointed by the President one (1) member for three (3) years, one (1) member for two (2) years, one (1) member for one (1) year, and thereafter the President shall appoint one (1) member for a three (3) year term. (Created at the Lake George 1978 Convention.)

A Resolutions Committee consisting of seven (7) members to hold office for one (1) year.

An Educational Committee consisting of five (5) members to hold office for one (1) year.

Two (2) members of the Publication Committee each for a term of three (3) years. Said committee shall consist of six (6) members.

The Public Relations Committee shall consist of six (6) members, all members being appointed each year. (Amended at Ballston Spa 1984 Convention.)

A Year Book Committee of five (5) members to hold office for one (1) year. (Created at the Catskill 1979 Convention.)

A Steering Committee shall consist of five (5) members, who shall hold office for one (1) year. (Amended at the Ballston Spa 1984 Convention.)

A Fire and Accident Prevention Committee shall be of a size determined by the President, but appointees shall hold office for one (1) year. (Added June 2001 at the Ossining Convention.)

A Membership Committee shall be of a size determined by the President, but appointees shall hold office for one (1) year. (Added June 2001 at the Ossining Convention.)

A Special Awards Committee shall be of a size determined by the President, but appointees shall hold office for one (1) year. (Added June 2001 at the Ossining Convention.)

A Chaplain for a term of one (1) year and an Associate Chaplain for the same period of time. (Amended at Mahopac 1974 Convention.) Chaplains and Associate Chaplains for a term of one (1) year. (Amended at Saugerties 1977 Convention.)

A Sergeant-at-Arms for a term of one (1) year.

A By-Law Committee which shall be of a size determined by the President and the appointees will serve for a period of one (1) year. (Added June 2002 at the Lake George Convention.)

He may also, at his discretion, appoint special committees to deal with particular subjects.

At the opening of the annual convention the President shall appoint a Credentials Committee, consisting of three (3) members, to serve during such convention.

SECTION 2: It shall be the duty of the Recording Secretary to keep a complete record of the proceedings of the Association and the Board of Directors, to receive and answer all communications relating to the Association, and make such reports as may be required by the President or the Board of Directors. At the completion of his term of office and immediately after the adjournment of the convention, he shall turn over to his successor, all books, and papers belonging to the Association. He shall receive the sum of \$1,000.00 per year for the faithful performance of his duties. (Amended at the Lake Placid 1990 Convention.)

SECTION 3: It shall be the duty of the Financial Secretary to collect all money due the Association and render a monthly report of the same to the Treasurer, paying over to the Treasurer the amount received during the month, for which payment he shall take a receipt from the Treasurer; keep correct accounts of his financial transactions and countersign all orders upon the treasurer; make full reports at the meetings of the Association as to membership and perform such other duties and make such reports as may be required by the President or the Board of Directors. He shall also issue to each and every organization and individual member paying annual dues, a receipt and a printed membership card showing that the possessor thereof is entitled to a badge and such privileges as may be extended by the local Committee where conventions are held. Upon the surrender of such card by an individual member from an organization delegate to the Financial Secretary, in some room apart from the convention hall, a badge and other identification shall be delivered. The fiscal year of the Financial Secretary shall date from June 1<sup>st</sup> to May 31<sup>st</sup> in the year in order that he may have sufficient time in which to prepare a comprehensive report for presentation to the convention. He shall execute a bond in an amount to be fixed by the Board of Directors, which bond must be approved by the Board of Directors and deposited with the Recording Secretary for safe keeping. (Amended at Saugerties 1977 Convention.) At the completion of this term of office and immediately after the adjournment of the convention, he shall turn over to his successor all books and papers belonging to the Association. He shall receive the sum of \$1,800.00 for the faithful performance of his duties. (Amended at the 1993 Saratoga Springs Convention.)

SECTION 4: It shall be the duty of the Treasurer to receive from the Financial Secretary all money belonging to the Association, giving a receipt to the Financial Secretary for the same; keep full and correct accounts; pay all bills upon order of three (3) members of the Board of Directors, make full reports of all moneys received and disbursed and make such reports as the President or Board of Directors shall require. At the completion of his term of office and immediately after the adjournment of the convention, he shall turn over to his successor all books and papers belonging to the Association. He shall execute a bond of \$200,000 which must be approved by the Board of Directors and deposited with the Recording Secretary for safe keeping. He shall receive a sum of \$1,000.00 per year for the faithful performance of his duties. (Amended at the Lake Placid 1990 Convention.)

SECTION 5: The Board of Directors, subject to the direction of the members at an annual or special meeting and subject to these By-Laws, shall be charged with the management of the affairs of the Association and shall have authority to call special meetings of the Association and to change the time and place of the annual meeting when necessary. The Board of Directors may temporarily fill any vacancy in an elective office, by appointment, to serve until the next annual meeting.

The Board of Directors shall have the power to remove any officer or expel any individual member after charges of malfeasance or misfeasance in office, or otherwise, have been presented against them and if they deem it advisable to do so, for the best interest of the Association. Such action may not be taken, however, until each such officer or individual member has been accorded an opportunity to be heard in his own defense.

The Board of Directors shall confer with the local committee of the place at which conventions are to be held, inform them of the requirements of the Association in connection with the conduct of the convention and assist them, insofar as they are able so to do, in arranging for said conventions.

SECTION 6: It shall be the duty of the Auditing Committee to audit all bills and examine the books and records of the Financial Secretary, Treasurer and report of the Year Book Solicitor and special committees, where monies are involved, previous to the closing of the annual convention and report their examinations to such convention. For such purpose the Financial Secretary, Treasurer, Year Book Solicitor and Chairman of Special Committees shall present to the Auditing Committee for its audit and approval all their books, vouchers, receipts, reports and other records arranged in a clear and comprehensive manner.

SECTION 7: It shall be the duty of the Law Committee to receive and consider all matters pertaining to the legal and other interests of the Association submitted to it by the officers and members of the Association and, where necessary, recommend action therein. (Amended at Catskill 1979 Convention.)

It shall be the duty of the Legislative Committee to attend and sponsor local Legislative Conferences and any other meetings pertaining to firemanic laws and/or legislation. The

Committee shall report to the Board of Directors quarterly, and at the annual convention of the Association. (Adopted at the Lake George 1978 Convention.) Amended at Catskill 1979 Convention by inserting the words "and sponsor local" after the word attend in the second line.

SECTION 8: It shall be the duty of each Committee Chairperson to inform all Committee Members what his/her duties are pertaining to the Committee that he/she has been appointed to. (Amended at the Catskill 1999 Convention.)

SECTION 8a: The expenses incurred by any committee of the Association shall be submitted for approval and payment through the existing accounts of the Association. In no case shall a Committee establish an account in the name of the Association without first having presented the justifications for and receiving the approval of the Officers and Board of Directors, for such an account. (Added June 2002 at the Lake George Convention.)

SECTION 8b: It shall be the duty of the Resolutions Committee to receive all resolutions or other matters referred to it by the Association. Such resolutions or other matters should be submitted to the said committee no later than the first day of June each year.

The Committee shall hold a meeting at some place and at a time designated by the President, on the first day of the annual convention, for the purpose of hearing arguments upon any such resolutions or other matters.

The Committee shall make and submit a written report on the second day of the annual convention at which time a report shall be acted upon by the convention.

SECTION 9: It shall be the duty of the Educational Committee to provide capable speakers to address the annual convention upon subjects of interest to the members of the Association, to the demonstrations of fire prevention, fire extinguishment, first aid and rescue procedures and to provide for the instruction and advancement of the organizations and individual members of the Association.

SECTION 10: It shall be the duty of the Public Relations Committee to foster and improve the relations between the Association and its membership on the one hand, and the providing of public enlightenment on the other to keep the membership advised in regard to firemanic activities in the territory of the Association and of interest to it from elsewhere; to keep the membership informed of legislation affecting them and to perform such other functions and duties as may be assigned to them by the convention or the Board of Directors.

SECTION 11: It shall be the duty of the Publication Committee to prepare, edit, publish and distribute to the membership a newspaper dealing generally with the affairs of the Association and matters of general interest in fire prevention and fire extinguishments, to be known as "THE HUDSON VALLEY FIREFIGHTER." The expense of such preparation, editing and publication shall be charged upon the general funds of the Association. (Amended at Lake George, June 2002 Convention.)

The Board of Directors shall have the power, for convenience of handling the finances of such publication, to allot to a special account, subject to withdrawal, upon the signature of the Chairman of such Committee, such funds as may appear necessary from time to time for normal operating expenses. No obligations, other than for such normal operating expenses, shall be incurred by the committee without the express approval of the Association or its Board of Directors.

SECTION 12: It shall be the duty of the Year Book Committee to compile, print and distribute the annual Year Book of the Association in cooperating with the Recording Secretary of the Association and the Financial Secretary of the Association. The committee must make such reports as the President and the Board of Directors shall require.

SECTION 13: It shall be the duty of the Steering Committee to meet with similar committees of the firemen's organizations for the purpose of discussing policies and interchanging ideas for the best interest of the volunteer fire service and report their findings, together with their recommendations, to the Association or the Board of Directors, or caucus of the Association members and delegates at any state convention.

In the case of a vacancy of a State Office, either by resignation or death, the Committee will accept resumes and recommend to the Board of Directors or if possible, to the Membership, a name in writing to be considered to fill the vacant position. In the case of the death of an Officer representing this Association, a period of mourning of at least thirty (30) days should ensue before any action be considered. (Amended at the 1993 Saratoga Springs Convention.)

SECTION 14: The Hudson Valley Hospitality Room Committee at the FASNY Conventions consisting of six (6) members; two (2) members for a term of three (3) years; two (2) members for a term of two (2) years, and two (2) members for a term of one (1) year and thereafter two (2) members shall be appointed each year for a three (3) year term. The Chairman designated by the appointing officer shall serve as such for the duration of his term of office. (Created at the Lake Placid 1980 Convention.)

SECTION 15: It shall be the duty of the Credentials Committee to confer with the Financial Secretary at the convention and obtain from his books and records the names of organizations and individual members who are entitled to a voice and vote in accordance with the Constitution and By-Laws of the Association and report to the Convention the total number in each classification who are registered and entitled to be seated at the convention.

SECTION 16: It shall be the duty of the Chaplain to conduct the Memorial Service at the annual convention of the Association and to perform such other functions as may be referred to him by the President or Board of Directors.

He shall receive an allowance in the same amount as other officers at the Association. (Amended at Mahopac 1974 Convention.)

SECTION 17: It shall be the duty of the Sergeant-at-Arms to attend all sessions of the annual convention, preserve order thereat, carry out the orders of the presiding officer and make a report of the attendance of the individual members, delegates and guest of the Association at the convention session.

In the case of a floor vote upon any controversial questions, the Sergeant-at-Arms, at the direction of the presiding officer, shall close all doors to the convention room, not allowing exit nor entrance until the vote in question is polled. The Sergeant-at-Arms shall count the vote, either standing, voice or show of hands, at the discretion of the presiding officer. The Sergeant-at-Arms may require each voting member and delegate to show membership cards.

If found to be necessary, the presiding officer may direct other positive procedure of voting. After the vote is tallied by the Sergeant-at-Arms, he shall report to the presiding officers, who will announce the vote.

Decision of the Chair will be final. (Amended at the Monticello 1975 Convention.)

For this service he shall receive an allowance in the same amount as other officers of the Association. (Amended at Mahopac 1974 Convention.)

SECTION 18: It shall be the duty of the County Vice Presidents to assist the officers of the Association in any manner which they shall be called upon to do. As the direct representatives of the Association in the several counties in the territory of the Association they shall endeavor to enlist and maintain the membership in the Association of all volunteer fire companies, volunteer fire departments and associations of volunteer and exempt firemen and of all active and exempt volunteer firemen who are or have been members of such organizations. They shall endeavor to visit each volunteer firemen's organization in their respective counties at least once during their terms, hear all expressions of good will or grievances, if any, and forward the same promptly to the Recording Secretary of the Association. They shall, so far as possible, keep in contact with the membership of the association and should any personal member die, promptly notify the Recording Secretary and arrange for a floral tribute in the name of the Hudson Valley Volunteer Firemen's Association. They shall also encourage fire chiefs and company officers to report acts of heroism by members of their department or companies for consideration by the Past Presidents Memorial Award Committee (also known as the Fireman of the Year Award.) (Amended at Mahopac 1974 Convention.)

A caucus of members and delegates from the various counties for the purpose of electing County Vice Presidents shall be held at 9 a.m. on the day of third session of the annual convention.

The Chairman shall report to each annual convention the efforts and accomplishments of the County Vice Presidents and make such recommendations as they deem advisable.

SECTION 19: Any officer, referred to in this article, failing to comply with the sections

herein contained shall be replaced by the Board of Directors in accordance with the provisions of the Constitution and By-Laws.

SECTION 20: At each session of the Annual Convention there shall be a Roll Call of the officers and directors of the Association and, in addition, the Recording Secretary shall provide a registry for all delegates attending each session of the Annual Convention and such registry shall be a part of the proceedings of the Convention.

SECTION 21: Past Presidents Memorial Award: It shall be the duty of the Past Presidents Memorial Award Committee to receive applications for Firefighter of the Year Award no later than March 1<sup>st</sup>. They will be reviewed by the Committee and a report made at the conventions third (3<sup>rd</sup>) session. The Award Year to run from January 1<sup>st</sup> to December 31<sup>st</sup>. All rules and regulations to be set up by the Committee and approved by the Hudson Valley Volunteer Firemen's Association. (Amended at the 1994 Lake Placid Convention.)

SECTION 22: It shall be the duty of the Fire and Accident Prevention Committee to develop and promote life saving programs that will educate and heighten the awareness of the fire service and public in fire safety and accident prevention. The committee will communicate with its counterpart in FASNY. The committee shall participate at all HVVFA conventions and sponsor yearly programs as appropriate. (Added June 2001 at the Ossining Convention.)

SECTION 23: It shall be the duty of the Membership Committee to seek out and implement programs that will attract new and retain current members. The purpose to insure the association continues to grow and stay functioned. (Added June 2001 at the Ossining Convention.)

SECTION 24: It shall be the duty of the Special Awards Committee to serve at the direction of the President insuring that the HVVFA has qualified and competitive candidates in FASNY and other state recognition opportunities. The purpose to insure that the HVVFA seeks out qualified and competitive candidates. (Added June 2001, at the Ossining Convention.)

## ARTICLE V

### Meetings

SECTION 1: The annual meeting and convention of the Association shall be held commencing on the third Thursday in June of each year at 9:00 a.m., at such place as the majority of members present at a preceding annual meeting and convention shall have designated. If such choice and designation shall have been made more than one year in advance of the holding of such annual meeting and convention such choice and designation shall not be subject to change by any subsequent annual meeting or convention unless at the express request of the community or organization which had invited such annual meeting and convention. (Amended at Saratoga Springs 1993 Convention.)

SECTION 2: Twenty members shall constitute a quorum for a transaction of business at the annual meeting and at all meetings of the Board of Directors or committees a majority of the members thereof shall constitute a quorum.

SECTION 3: The Board of Directors shall meet at such time and place as they may decide by a majority vote or on a call from the Chairman.

SECTION 4: All officers and members of the Board of Directors shall be reimbursed for the amount of \$25.00 per diem, not to exceed \$100.00 for convention sessions only. (Amended at Lake Placid 1990 Convention.)

SECTION 5: County Vice Presidents and all committee members shall act without compensation except that if any County Vice President or member of a committee is ordered to perform special service or to meet with the Board of Directors they may be allowed an amount which the Board of Directors may consider just and reasonable, not to exceed \$15.00.

SECTION 6: The duly authorized delegate to represent this Association at Conventions of the Firemen's Association of the State of New York shall receive a flat fee of \$250.00 effective at the 1994 Convention. Said sum shall be in lieu of all expenses incurred by said delegate at said Conventions. (Amended at Lake Placid 1994 Convention.)

Any person who may participate in the annual meeting as a speaker or demonstration shall be reimbursed by the Board of Directors upon the presentation of a voucher duly approved by the Chairman of the Educational Committee.

SECTION 7: Upon presentation of vouchers or receipts, the President shall be reimbursed for his expenses while performing his duties representing the Hudson Valley Volunteer Firemen's Association.

Reimbursement shall not exceed the sum of five hundred dollars (\$500.00) during his term of office. (Amended at the Lake George 1988 Convention.)

## ARTICLE VI

### Amendments, Alterations and Revisions

SECTION 1: The Association shall have full power, at any annual meeting to amend, alter and revise the Constitution and By-Laws with the affirmative vote of two-thirds of the members present - provided however that all proposed amendments, alterations or revisions must be presented to the Board of Directors, by the Board of Directors Spring meeting and that after due consideration and review of same by the By-Laws Committee be presented in writing, on the first day of the convention and shall be acted upon on the forenoon of the second day of the convention. (Amended June 2002 at the Lake George Convention.)

**BY-LAWS**

**SECTION 1: Any questions coming before the convention for which no provision is made in this constitution and by-laws shall be decided in accordance with the rules laid down in Roberts Rules of Order, Revised. (Amended at Lake George 1988 Convention.)**

**ORDER OF BUSINESS**

FIRST SESSION - Thursday Morning, 9:00 A.M.

Opening of Convention by Convention Chairman,  
 Presentation of Colors,  
 Pledge of Allegiance,  
 Opening Prayer,  
 Address of Welcome by Convention Chairman,  
 Introduction of Dignitaries,  
 Response by the Association President,  
 Appointment of Credentials Committee,  
 Memorial Service,  
 Annual Address of the Association President,  
 Introduction of Convention Guests,  
 Frederick H. Smith Jr. Memorial Award,  
 Report of the Board of Directors,  
 Nomination of Association Officers,  
 Report of the Law Committee,  
 Presentation of By-Law Amendments,  
 Reading of Communications,  
 Miscellaneous Announcements,  
 Roll Call of Association Officers,  
 Adjournment of Session until 1:00 P.M.

**ORDER OF BUSINESS**

SECOND SESSION - Thursday Afternoon, 1:00 P.M.

Call to Order by Association President,  
 Pledge of Allegiance,  
 Opening Prayer,  
 Introduction of Convention Guests,  
 Report of the Training Committee,  
 Report of the Publication Committee,  
 Reading of the Minutes of the Last Convention,  
 Report of the Recording Secretary,  
 Report of the Financial Secretary,  
 Report of the Treasurer,  
 Report of the Budget and Finance Committee,  
 Report of the Auditing Committee,  
 Report of the Public Relations Committee,  
 Report of the Special Firemen's Home Committee,  
 Miscellaneous Association Announcements,  
 Roll Call of Association Officers,  
 Adjournment of Session until 9:00 A.M., Friday morning.

**ORDER OF BUSINESS**  
**THIRD SESSION - Friday Morning, 9:00 A.M.**

Caucus and Election of County Vice Presidents at 8:45 A.M.,  
Introduction of County Vice Presidents by Association Secretary,  
Call to Order by Association President,  
Pledge of Allegiance, Opening Prayer,  
Roll Call of Officers,  
Introduction of Convention Guests,  
Report of Past Presidents Memorial Award Committee,  
Report of Convention Site Committee,  
Report of Fire Police Committee,  
Report of Fire Prevention Committee,  
Report of Fifty Year Honorary Membership Committee,  
Report of the Legislative Committee,  
Report of Redbook/Yearbook Committee,  
Report of Emergency Medical Services Committee,  
Report of Steering Committee,  
Report of Resolutions Committee,  
Report of Parade Rules Committee,  
Report of Hudson Valley Room at FASNY Convention Committee,  
Report of Hudson Valley Day at the Firemen's Home Committee,  
Report of the Hudson Valley Past Presidents Dinner Committee,  
Report of Two Percent tax Committee,  
Report of Liaison to New York State Office of Fire Prevention and Control,  
Report of County Vice Presidents,  
Report of Credentials Committee,  
Reading and Voting on changes to the By-Laws,  
Report of Inspector of Elections,  
Installation of Association Officers,  
Address of Newly Elected Association President,  
Report of Sergeant-at-Arms,  
Miscellaneous Association Announcements,  
Adjournment of Convention.  
(Amended at the Monticello 2000 Convention.)