

BY-LAWS
Indiana Marshals' Association

ARTICLE 1. TITLE OF ASSOCIATION

- 1.1 The official name of the Association shall be the Indiana Marshals' Association.
- 1.2 The abbreviated form IMA may be used for purposes of identifying the Association.
- 1.3 This name may be changed before incorporation or registering with the Indiana Secretary of State by a simple majority vote of the voting members at any meeting.

ARTICLE 2. CONTINUITY OF ADMINISTRATION

- 2.1 All By-laws, officers, funds, rules, records and obligations of the Association as an unincorporated association shall continue in effect if the Association is incorporated as an Indiana not-for-profit organization.
- 2.2 The creation of the Association shall commence when three or more people commit to membership, accept these By-laws and elect a president from among the membership.
- 2.3 At anytime after a president is elected, the positions of vice-president, secretary and treasurer may be established by a simple majority vote of the voting members. A candidate may be appointed to serve temporarily until a regular election is held at an annual meeting.

ARTICLE 3. GOALS AND OBJECTIVES OF THE ASSOCIATION

- 3.1 The Mission of the Association is to support Town Marshals and Members in the administration of their offices and the enforcement of the law.
- 3.2 The Objectives of the Association are:
 - To set professional standards for Marshals and small law enforcement agencies not serviced by other professional organizations
 - To provide networking and informational resources to all Members
 - To provide training in areas not available elsewhere
 - To provide a legislative liaison for Marshals
 - To provide information and assistance to the Indiana Law Enforcement Academy and the Law Enforcement Training Board on matters involving Marshals and their departments

ARTICLE 4. OFFICERS AND ORGANIZATION

- 4.1 The officers of the organization shall be the president, vice-president, secretary and the treasurer. These officers shall also constitute the Executive Committee.
- 4.2 The president shall preside at all meetings of the Association and may call special meetings of the Association when the Executive Committee is unable to do so. The president shall also preside at all meetings of the Executive Committee. The president shall not vote on any matter except to break tie votes. *[Last sentence modified by Resolution 2012-03, Sec 4.15 of By-laws, creating an Immediate Past President and modifying the President's power so that the President can vote on all matters coming*

before the Executive Committee and giving tie-breaking authority to the Immediate Past President, approve 4/28/2012.]

- 4.3 The vice-president shall perform all duties assigned by the Association and all duties of the president when the president is unable or unavailable.
- 4.4 The secretary shall record and keep all minutes of the Association and the Executive Committee meetings. The Association or Executive Committee, respectively, must approve all minutes before the president signs such minutes.
- 4.5 The treasurer shall receive all funds of the Association. Such funds shall be kept in an insured bank account. The treasurer may pay all debts of the Association as approved by the Executive Committee. The treasurer shall provide a financial audit to the membership at least once per year.
- 4.6 *[Repealed] [This section which read, "The vice-president shall fill the president's position and the secretary shall fill the vice-president's position upon any permanent absence in these offices. The treasurer shall assume both the treasurer's and secretary's position when the secretary is unable to fulfill the term of that office, and the secretary shall fill both the treasurer's and secretary's positions when the treasurer is unable to fulfill the term of that office." was repealed by Resolution 2014-04, approved on 3/29/2014.]*
- 4.7 The Association may establish any number of directors. The Association shall have three Districts Directors. Those counties through which Indiana Highway 26 runs and all counties north of those counties shall be in the IMA Northern District. Those counties through which Indiana Highway 46 runs and all counties south of those counties shall be in the IMA Southern District. All remaining counties shall be in the IMA Central District.
[The following description of district boundaries which read, "The Northern District shall include the territory within Indiana that is north of U.S. highway 24. The Southern District shall include the territory within Indiana that is south of U.S. 46. The Central District shall include the territory within Indiana between the Northern and Southern districts. Regional directors may be appointed at the annual meeting by members of the Executive Committee. Besides their duties on the Executive Committee, regional directors shall meet with new members in their region, recruit members, and chair special committees established by the Executive Committee or Association." were repealed by Resolution 2014-07 and replaced by the above district descriptions, approved on 3/29/2014.]
- 4.8 The Association's Executive Committee may establish any number of other Directors for purposes of enhancing the Association including, but not limited to, a Training Director, Legislative Liaison, or Professional Standards Director. These Directors do not serve on, but at the pleasure of, the Executive Committee.
- 4.9 All officers and directors shall hold their position until their replacement is elected and qualified. *[The second sentence of Section 4.9 which read, "Officers and directors shall serve from their election or appointment at the annual meeting until replaced at the next annual meeting, unless reelected or reappointed." was repealed by Resolution 2014-06, approved on 3/29/2014.]*
- 4.9.5 The positions of president, second vice-president and secretary shall be opened for reelection during the 2014 IMA Annual Business Meeting and such elected officers shall thereafter hold office until the elections of the 2016 IMA Annual Business Meeting. The

first vice-president and treasurer positions shall be opened for reelection at the 2014 IMA Annual Business Meeting and these elected officers shall serve until the 2015 IMA Annual Business Meeting elections. Thereafter, the term of office for all IMA officers shall be two years with the president, second vice-president and secretary positions coming opened for reelection on the even numbered years and the first vice-president and the treasurer positions coming open for reelection on the odd numbered years. Officers elected at the Annual Business Meeting shall be qualified to assume office upon taking the oath of office at the conclusion of the next Executive Committee meeting, and may then serve until replaced as provided by these by-laws. *[This subsection added by Resolution 2014-06, approved 3/29/2014.]*

- 4.10 The business of the Association may be conducted through the Executive Committee so long as the Executive Committee's actions do not conflict with the motions, policies or rules adopted by the Association. Motions adopted by the Association at any annual, regular or special meeting shall be superior to and supercede any motion or action taken by the Executive Committee, any officer, director or coordinator. At least three members of the Executive Committee must participate in a meeting, either in person or via electronic means, to have a quorum.
- 4.11 The president may conduct any business of the Association when the Executive Committee cannot be convened either in person or via electronic means because of emergency or vacancies that prevent a quorum for the Executive Committee.
- 4.12 Any Officer or Director may be impeached at any meeting of the whole Association by a vote of 75% of the voting members present. A replacement may be elected at the same meeting to fill the remainder of that officer's term. Committees serve indefinitely but may be dissolved by a majority vote of the Association or Executive Committee.
- 4.13 The Executive Committee may appoint, fix the compensation for, and employ an Executive Director. The Executive Director serves at the pleasure of the Executive Committee. The Executive Committee may delegate to the Executive Director any or all duties and authorities possessed by the Executive Committee.
- 4.14 The Northern District Director, the Central District Director, and Southern District Director are also full voting members of the Executive Committee *[Section added by Resolution 2012-02, approved 4-28-2012.]*
- 4.15 There is hereby created an Immediate Past President position that shall be filled by the IMA previous President. The Immediate Past President shall be a member of the Executive Committee, but the Immediate Past President shall not vote as a member of the Executive Committee except for purposes of breaking tie votes.
The current IMA President shall chair the Executive Committee and have the power to vote on all issues before the Executive Committee *[Section added by Resolution 2012-03, approved 4-28-2012.]*
- 4.16 The office of second vice-president is hereby created. The second vice-president shall be elected as are other officers and shall be a voting member of the Executive Committee. The second vice-president shall perform all duties assigned by the Association. The previous position of vice-president shall henceforth be known as the first vice-president and all duties assigned in these By-laws to the vice-president shall hereafter be assumed by the first vice-president. The second vice-president shall assume the duties of the first vice-president if the first vice-president resigns, is performing the duties of the president or is unable to fulfill the duties of that office. When either the secretary or treasurer

- resigns or is unable to fulfill the duties of that particular office, the Executive Committee may appoint an interim secretary or treasurer to perform those duties until the next election. *[This section added by Resolution 2014-04, approved on 3/29/2014.]*
- 4.17 When one person holds two or more voting positions on the Executive Committee, that person shall have only one vote. *[This section added by Resolution 2014-05, approved on 3/29/2014.]*
- 4.18 The position of Chief Chaplain is hereby created and added to the Executive Committee. The Chief Chaplain shall be a full voting member of the Executive Committee. The position of Chief Chaplain shall be filled by appointment by the Executive Committee whenever the position has been vacated and the appointee may serve until replaced by the Executive Committee. *[This section added by Resolution 2014-08, approved on 3/29/2014.]*
- 4.19 The position of IT Director is hereby created and added to the Executive Committee. The IT Director shall be a full voting member of the Executive Committee. The position of IT Director shall be responsible for, among other duties assigned by the Executive Committee, maintaining the IMA website. The position of IT Director shall be filled by appointment by the Executive Committee whenever the position has been vacated and the appointee may serve until replaced by the Executive Committee. *[This section added by Resolution 2014-09, approved on 3/29/2014.]*
- 4.20 The position of Hospital Police Representative is hereby created and added to the Executive Committee. The Hospital Police Representative shall be appointed by the Executive Committee and be a full voting member of the Executive Committee. The Hospital Police Representative must be at all times employed, full-time or part-time, as a hospital police officer. *This section added by Resolution 2016-10, approved by 75% or more of the members present at the 4/16/2016 Annual Meeting]*
- 4.21 The position of Department of Correction Police Officer Representative is hereby created and added to the Executive Committee. The Department of Correction Police Officer Representative shall be appointed by the Executive Committee and be a full voting member of the Executive Committee. The Department of Correction Police Officer Representative must be at all times employed as a Correctional Police Officer. *This section added by Resolution 2016-11, approved by 75% or more of the members present at the 4/16/2016 Annual Meeting]*

ARTICLE 5. MEMBERSHIP

- 5.1 A voting membership may be offered to any active marshal or deputy marshal or to any prior marshal or deputy marshal who served more than 180 days in such paid position. Other active law enforcement officers are also eligible for voting memberships. In addition, the Association may approve a voting lifetime membership to any person.
- 5.2 Non-voting Advisory Board memberships may be offered to town council members or town clerks and to any other person or group approved by the Association.
- 5.3 Business Associate memberships may be offered to those businesses supporting the Association.
- 5.4 The Association may set additional qualifications for these memberships including

- annual dues. Applications shall initially be approved by the secretary.
- 5.5 Those taking membership in the Association during the calendar year of 2010 shall be voting lifetime members unless removed by the Association for cause.

ARTICLE 6. CONDUCTING BUSINESS

- 6.1 The Association may set policy and elect officers for the Association by simple majority votes of those voting members present at any annual, regular or special meeting. Proxy votes and absentee ballots are not permitted.
- 6.2 Advisory board members may make motions, serve on committees and address the Association and Executive Committee. Advisory board members may also affirm any recommendation or non-binding resolution. Business associate members have no right to vote on any business of the Association.
- 6.3 Changes to these By-laws require an affirmative vote of at least seventy-five percent (75%) of the voting members present at any annual, regular or special meeting.
- 6.4 The Executive Committee may act as the executive branch for the Association, authorize payment of bills and contract for services when it is not practical to call a meeting of the membership. The Executive Committee shall set the annual and regular meeting dates if these are not set by the Association and may call any special meeting.
- 6.5 The Executive Committee, directors or committees may meet and vote via electronic means including but not limited to conference calls and Internet video conferencing. Votes at the annual, regular or special meetings of the membership may not be taken via electronic means.
- 6.6 Annual, regular and special meetings require at least a 15 voting member quorum or 15 percent (15%) of the current voting members to be present, whichever is the least, to conduct business.
- 6.7 The Association may establish rules of procedure to govern its meetings. When a rule has not been established, *Roberts Rules of Order* shall govern.

ARTICLE 7. MEETINGS

- 7.1 The Association or the Executive Committee shall set the date for an annual meeting at least three months in advance and as near as possible to one year after the last annual meeting. In addition to other business, the election of officers and the appointment of directors shall normally occur at annual meeting unless a position has been vacated by resignation or otherwise. In such cases, elections may be conducted at any meeting of the Association to fill the office for the remainder of the term.
- 7.2 Other regular meetings may be scheduled by the Association or Executive Committee for the purpose of conducting business, establishing policy, appointing coordinators, creating special committees, training or establishing professional standards and practices as well as other Association functions.
- 7.3 The Executive Committee may call special meetings of the Association for emergency purposes, for special elections, or to hear an appeal on matters of discipline, expulsion or revocation of a professional status.
- 7.4 Committee chairs may call committee meetings and district directors may call district meetings, at their discretion.

ARTICLE 8. PROFESSIONAL STANDARDS

- 8.1 A prime objective for the Association is to enhance the professional development of its members and the profession generally. Consequently, the Association may develop professional standards for marshals and deputies.
- 8.2 These standards may include certification of competence levels that require study, experience and testing.
- 8.3 The Association may develop voluntary standards for the profession that it offers as suggestions to departments and town councils as best practices in critical areas.
- 8.4 Marshals, deputies and departments complying with these standards may be awarded recognition by the Association and authorized to use and display logos, trademarks or other designations established by the Association to identify those attaining a particular professional status.
- 8.5 District directors shall be responsible for ensuring that such standards have been attained before an award is presented.
- 8.6 The Association or Executive Committee may create a committee to investigate when an awarded professional status should be revoked because the holder no longer qualifies for that status. If cause is ultimately found after an investigation and hearing, the committee is then vested with the authority to revoke a status.
 - 8.6.1 Before a hearing is convened, however, at least one member of this committee shall be appointed by the committee to act as investigator and to present evidence at a committee meeting to establish a claim and charge.
 - 8.6.2 The committee will then determine if cause exists to proceed with a revocation hearing. If cause is found, anyone who may have a professional status revoked at such hearing will be given the opportunity to be heard and to present evidence at the hearing.
 - 8.6.3 Upon completing the hearing, the committee will determine if revocation is justified and issue a final decree.
 - 8.6.4 If revocation of a professional status is imposed, a respondent may appeal to the Executive Committee and then to the Association at any annual, regular or special meeting.

ARTICLE 9. DISSOLUTION

- 9.1 After a vote by the Association or the Executive Committee to dissolve the Association, the president shall take those legal steps necessary to dissolve the corporation, if incorporated, and to direct the treasurer to pay the remaining debts of the Association.
- 9.2 If dissolution of the Association becomes necessary, any funds remaining after all debts and obligations are satisfied shall be distributed by the treasurer to one or more regularly organized charitable, educational, scientific or philanthropic law enforcement organization selected by the president.


ARTICLE 10. ADOPTION

The Indiana Marshals' Association is established by these By-laws through agreement of at least three persons undertaking its creation as an unincorporated professional and fraternal association.

These By-laws modified through resolution, approved by at least 75 percent of the members present, at the Annual Business Meeting, April 28, 2012.

These By-laws further modified through resolution, approved by at least 75 percent of the members present, at the Annual Business Meeting, March 29, 2014.

These By-laws further modified through resolution, approved by at least 75 percent of the members present, at the Annual Business Meeting, April 16, 2016.



Mark A. Thrasher, IMA President

ATTEST:



Donald Bosley, IMA Secretary