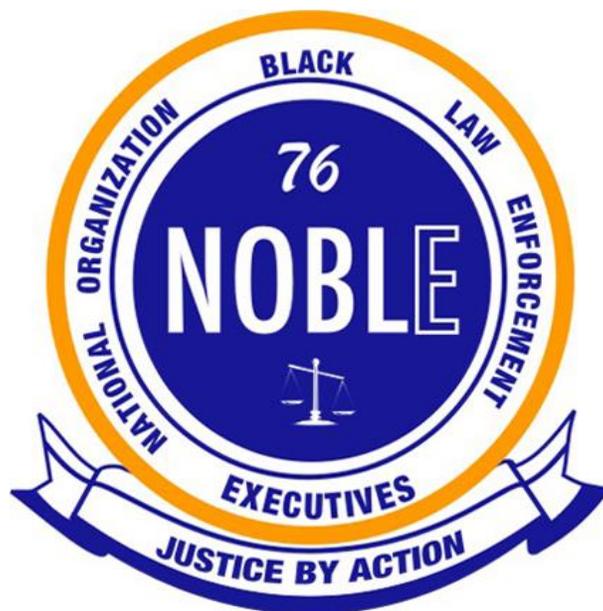


**NATIONAL ORGANIZATION OF BLACK LAW ENFORCEMENT
EXECUTIVES**

Constitution and Bylaws

Greater Cleveland Chapter



Organized September 1976

**Approved:
Amended and Revised:**

Table of Contents

Table of Contents

ARTICLE I - NAME AND PURPOSE	4
Section 1. Name	4
Section 2. Purpose	4
ARTICLE II - MEMBERSHIP	5
Section 1. Eligibility	5
Section 2. Termination and Suspension of Chapter Members	7
Section 3. Removal from Office.....	7
ARTICLE III - FISCAL YEAR & DUES	8
Section 1. Fiscal Year	8
Section 2. Dues	8
ARTICLE IV - MEETINGS OF MEMBERSHIP	9
Section 1. Monthly Meetings	9
Section 2. Special Meetings	9
Section 3. Quorum and Voting	9
Section 4. Rules of Order	10
ARTICLE V - OFFICERS	10
Section 1. Number.....	10
Section 2. Term and Offices	11
Section 3. Eligibility	14
Section 4. Election.....	14
Section 5. Vacancies.....	15
Section 6. Compensation	15
Section 7. Committees	16

ARTICLE VI - EXECUTIVE BOARD	19
Section 1. Duties and Authority	19
Section 2. Meetings.....	19
Section 3. Quorum and Voting	19
Section 4. Action without Meeting	19
 ARTICLE VII - EFFECTIVE DATE & AMENDMENTS	 20
Section 1. Effective Date	20
Section 2. Amendment.....	20

ARTICLE I - NAME AND PURPOSE

Section 1. Name

The name of this Chapter shall be the **Greater Cleveland Chapter of the National Organization of Black Law Enforcement Executives (NOBLE)**.

Section 2. Purpose

The purpose of this Chapter shall be:

1. To establish an effective local mechanism to facilitate the development and exchange of information among minority law enforcement personnel.
2. To work towards immediate implementation of effective programs to increase minority participation at all levels of law enforcement throughout the Greater Cleveland area.
3. To work with the community to achieve greater involvement and cooperation with criminal justice agencies.
4. To develop communication techniques for sensitizing police executives, police officers, institutions and agencies in the criminal justice system to the problems of the African American community.
5. To establish effective means and strategies for dealing with discrimination in the field of criminal justice.
6. To articulate the concerns of the African American law enforcement personnel in the field of criminal justice.
7. To fully support the parent organization in all of its goals and purposes, both programmatically and financially.
8. To establish liaisons with organizations who address similar concerns.
9. To partner with our local community to address concerns of our youth.

ARTICLE II – MEMBERSHIP

Section 1. Eligibility

The Chapter shall have four (4) classes of membership. All members must be members of the National Organization. The Chapter membership categories are:

1. **Regular Membership** - All members and law enforcement officers who are active members of a federal, state or local law enforcement agency, or other police agency, or are employed in a position which by statute is empowered to exercise arrest and or law enforcement powers and whose permanent rank is that of Lieutenant or above, or an equivalent level of management responsibility.
 - A. Retired persons who would have been eligible for membership under Article 2 and Section 1 had they continued serving in their former active capacity.
 - B. Regular members in good financial standing shall be entitled to vote on each matter submitted to members and shall be eligible to hold office.

2. **Associate Membership** - All active or retired law enforcement and criminal justice professionals who do not meet the qualifications of Article 2 Section 1 shall be eligible for associate membership.
 - A. A member of this class shall have the same rights and privileges as Regular members, but may not hold the office of Chapter President or Chapter Vice President. They shall have the right to vote for the Region 1 Vice President, to vote for the National Associate Member Representative and to vote for all elected officers at the National level. Associate members shall not hold any elected office in the National organization except that of National Associate Member Representative.
 - B. Associate members in good financial standing shall be entitled to vote on all matters submitted to the Chapter.

3. **Supporting Membership** - Persons interested in furthering the goals of the National Organization and Chapter, who do not meet the requirements of Regular Membership and Associate Membership as stated in Article II, Section 1.
 - A. Supporting members in good financial standing shall be entitled to vote for Chapter officials and all matters submitted to the Chapter.
4. **Sustaining Membership** - Any individual or corporation which is interested in furthering the goals of the Chapter.
5. **Special Recognition Membership**
6. **Life Membership** - Life membership shall include the founding members or members so designated by the Executive Board and all financial members who meet the qualifications of section 1 (a) and (b) who pay an one time specified amount set forth by the Executive Board. Members in good financial standing for twenty (20) consecutive years shall be deemed Life Members.
7. **Retired Members** - A Retired member is a member who has retired from a Federal, State or Municipal Law Enforcement agency and who has not continued in a law enforcement related employment. Such member retains the rights and privileges accorded his/her class of membership and is also eligible for all the amenities afforded a regular member of the organization.
8. **Honorary Membership** - A person who has singularly achieved recognition in an area consistent with the goals and objectives of the Organization.
 - A. Nominations for Honorary membership shall be submitted to the local and national Membership Committee for review to be voted on by a two-thirds (2/3) vote of the Executive Board.
 - B. An Honorary Member shall have the right to attend meetings and speak but not to make motions, vote or hold an elected office. An Honorary Member shall be exempt from paying dues.

Section 2. Termination and Suspension of Chapter Members

Members of the Chapter shall be terminated in any one of the following ways:

1. Any member may voluntarily terminate his/her membership by tendering his/her resignation in writing to the Chapter President.
2. For misfeasance, nonfeasance, or malfeasance, the Executive Board shall remove a member by a two-thirds (2/3) vote. The member has the right to appeal in person, with representation, before the Executive Board. The member shall not serve in the Chapter pending a final determination of the appeal. The Executive Board shall determine termination of Chapter membership.
3. By a two-thirds (2/3) vote, the Executive Board may remove any member for cause when cited by a member. The member has the right to appeal in person, with representation, before the Executive Board. The member shall not serve in the Chapter pending a final determination of the appeal.

Section 3. Removal from Office

Any officer may be removed from office for any of the following reasons:

1. Three (3) consecutive unexcused absences by an Officer, Trustee or Committee Chair or four (4) excused absences by an Officer, Trustee or Committee Person per year
2. Such other causes as may be determined and fixed by the Executive Board.

*Removal from office shall be by a two-thirds (2/3) vote of the elected officers.

ARTICLE III - FISCAL YEAR & DUES

Section 1. Fiscal Year

The fiscal year of the Chapter shall be the calendar year beginning January 1st and ending December 31st, of each year.

Section 2. Dues

All national membership dues shall become due annually, on December 15th for the following year.

1. All initial membership dues payment will be submitted with the Application for Membership. Dues payments will be made in two (2) separate checks. National dues (payable to NOBLE NATIONAL) in the amount designated by the National Office and Local dues (payable to NOBLE GREATER CLEVELAND CHAPTER) in the amount designated by the Local Chapter.
2. No portion of dues is refundable.
3. Members shall be deemed not in good financial standing if the national dues are not paid by March 31, and the local dues are not paid by June 1st. of each year. In good financial standing shall be defined as meaning all dues (both National and Local Chapter), assessments and other financial obligations are completely paid in full as required by the Bylaws. Any member found not to be in good financial standing shall lose the privilege of voting on all matters and shall not attend any meetings or Chapter functions until they are paid.
4. Chapter members shall be assessed annually local chapter dues as voted on and approved by the Chapter members.
5. All proposals for dues increases must be submitted to the membership for a vote at the December meeting. Electronic notice of the proposal must be sent to eligible members thirty (30) days prior to the vote. Upon approval, the dues increase shall become effective the next fiscal year (January).

ARTICLE IV - MEETINGS OF MEMBERSHIP

Section 1. Monthly Meetings

The Chapter shall meet the second (2nd) Tuesday of each month, except July and August.

1. Any alternative meeting date shall be called by the Chapter President. Said meeting shall be held for the transaction of such other business as may properly be brought before the body.
2. The order of business shall be set by agenda, by the Chapter President with assistance as appropriate from the other elected officials.
3. No other scheduled meetings will take place during the scheduled monthly business meeting.

Section 2. Special Meetings

Special meetings are authorized for such purposes as may be deemed appropriate by the Chapter President or by a majority vote of members present at the monthly meeting.

1. Reasonable notices of special meeting shall be forwarded to the membership in advance of the meeting with a brief statement of the purpose.
2. No business other than that specified in such notice shall be transacted at any special meeting.

Section 3. Quorum and Voting

A minimum of twenty-five (25) percent of the members in good financial standing entitled to vote shall constitute a quorum.

1. The members present at a duly organized meeting can continue to do business until adjournment, notwithstanding the withdrawal of enough members to have a quorum.
2. If a meeting cannot be organized because a quorum of members has not attended, those members present may adjourn the meeting to such time and place as they may determine.
3. At any such adjourned meeting when a quorum is present, business may be transacted as might have been transacted at the meeting originally called.
4. All matters shall be decided by a majority vote of the members present at such meeting, unless otherwise stipulated herein.

Section 4. Rules of Order

A current edition of Robert's Rules of Order shall be used throughout the meetings where said rules do not conflict with the provisions of this Constitution. The Parliamentarian shall be the consultant in matters dealing with parliamentary procedures or Constitutional interpretation.

ARTICLE V – OFFICERS

Section 1. Number

1. The elected officers of the Chapter shall consist of the Chapter President, the Chapter First Vice President, the Chapter Second Vice President, the Chapter Recording Secretary, the Chapter Corresponding Secretary, the Chapter Treasurer, the Chapter Financial Secretary, and the Chapter Sergeant-at-Arms together with a five (5) member Board of Trustees.
2. The appointed officers of the Chapter shall consist of the Chapter Chaplain, Chapter Parliamentarian, and no more than two Chapter Special Assistants to the President. These appointed positions are non-voting and the Chapter President selects them. It is at the discretion of the Chapter President whether to occupy the Special Assistants position or leave these positions vacant.

3. The Executive Board consists of the Chapter President, the Chapter First Vice President, the Chapter Second Vice President, the Chapter Recording Secretary, the Chapter Corresponding Secretary, the Chapter Treasurer, the Chapter Financial Secretary, the Chapter Sergeant-at-Arms, the Chapter Chaplain, the Chapter Parliamentarian, the Chapter Special Assistants together with a five (5) member Board of Trustees and the immediate past Chapter President

Section 2. Term and Offices

Unless otherwise stated herein, the elected officers shall serve for two (2) years and until their successors are elected and qualified. All officers are eligible to succeed themselves, with the exception of the Chapter President who shall serve no more than two (2) consecutive terms. The Chapter President shall be an ex-officio member of all standing committees.

1. **Chapter President** - shall be the Chief Executive Officer of the Chapter. S/he shall preside at all meetings, enforce the goals and objectives of the Chapter, decide all questions of order (subject to appeal), appoint all committees, call special meetings whenever, in his/her judgment, it shall be deemed necessary and/or in the best interest of the Chapter. S/he shall perform such duties as coming within the purview of his/her office, as the Constitution, Bylaws, customs and traditions of the Chapter demand.
2. **Chapter First Vice President** - shall aid and assist the Chapter President in conducting meetings and in the absence of the Chapter President, s/he shall preside, and while so presiding, shall have the full power of the Chapter President. The Chapter First Vice President shall guide assigned committees.
3. **Chapter Second Vice President** - shall aid and assist the Chapter President in conducting meetings and in the absence of the Chapter First Vice President, s/he shall preside, and while so presiding, shall have the full power of the Chapter President. The Chapter Second Vice President shall guide assigned committees.

4. **Chapter Recording Secretary** - shall record, maintain, and have reference copies of minutes of membership meetings, prepare copies of minutes and distribute to the Executive Board members at the next meeting, keep a register of the Executive Board members and their attendance to meetings, and call the roll when required.
 - A. The Chapter Recording Secretary shall maintain copies of all records and reports submitted during official meetings; and have available at all meetings a current Constitution, copies of Bylaws, a membership roster, and minutes of official meetings for the past one (1) year.

5. **Chapter Corresponding Secretary** - shall receive all mail addressed to the Chapter, and when appropriate, forward such mail to the officers, committee or members concerned; shall keep and maintain an accurate file of the names and addresses of every member of the Chapter; advise the Chapter President and Chapter Treasurer of any changes in address and shall give due and proper notice of meetings.
 - A. The Chapter Corresponding Secretary shall answer all correspondence and perform all duties incidental to the office or as may be required by the Chapter.

6. **Chapter Treasurer** - shall keep a full and accurate account of the financial standing in the Chapter of each member; receive all membership fees, dues and all money properly due and coming into the possession of the Chapter, giving receipts therefore; open and maintain a checking account in the name of the Chapter; be responsible for keeping full and accurate records of all monies deposited in the account of the Chapter; pay all bills, claims and indebtedness when authorized; all checks shall be co-signed by the Chapter President or Chapter Vice President and the Chapter Treasurer; issue a monthly report and an annual financial statement reflecting all credits and debits and other fiscal matters in conformance with the approved National fiscal standards for the year. The Chapter Treasurer shall be bonded and the cost incidental to this process will be borne by the Chapter.

- A. The Chapter Treasurer will execute his/her office in accordance with the procedures set forth in the document titled "National Standards for Fiscal Affairs (NOBLE)".
7. **Chapter Financial Secretary** - shall keep a full and accurate account of the financial standing in the chapter of each member; receive their dues and to receive payment of them, to maintain a ledger of each member's account, and to turn over to the treasurer and obtain his/hers receipt for moneys received.
 8. **Chapter Sergeant-at-Arms** - shall enforce order and maintain attendance records at meetings, conferences and conventions; s/he shall expel intruders and bar the door to the unauthorized; perform other duties as designated by the Chapter President.
 9. **Chapter Chaplain** - shall preside over all religious events of the Chapter; monitor the health and welfare of membership and advise the Chapter President.
 10. **Chapter Parliamentarian** - shall have a thorough knowledge of parliamentary law (an expert on Robert's Rules of Order) and a complete understanding of the Constitution and Bylaws of the Chapter. S/he shall serve as consultant in matters dealing with parliamentary procedures or constitutional interpretation.
 11. **Chapter Board of Trustees** - shall consist of five (5) members, responsibilities will include supervising all elections of the Chapter; review all contracts and obligations of the Chapter; advise the Chapter President on all matters the Chapter President may from time to time assign them; to be the final arbiter of all conflicts that may arise in the Chapter. The member of the board receiving the greatest number of votes during the election shall be designated as the Chairperson.
 12. **Chapter Special Assistants** - shall be appointed at the sole discretion of the Chapter President and consist of no more than two (2) special assistants. The Chapter Special Assistants shall assist in carrying out the programs, policies and goals of the Chapter President.

Section 3. Eligibility

All active regular and associate members of the Greater Cleveland Chapter are eligible to hold office, except the office of Chapter President and Chapter Vice President, which may only be held by regular members.

Section 4. Election

Elections will be held every two (2) years in December. The elected officers will assume their respective offices in January of the succeeding year. A simple majority by eligible voters (in good financial standing) will be the sole determinant of results. Voting will be by secret ballot.

At least sixty (60) days prior to the election meeting of the members, the Nominations/Elections Committee (Board of Trustees), unless otherwise stated herein, shall nominate one or more members of the Chapter who are eligible under Article II, Section 1 (a), for each office to be filled. Prior to filing a written report of the nominations to the Chapter President, the Chairperson of the Nominating Committee shall obtain, in writing, from each candidate, his/her intent regarding accepting the nomination and serving if elected. At least forty-five (45) days before the election meeting of the Chapter, the Chairperson shall electronically send to each member of the Chapter a list of the nominees who have accepted nominations and of the offices to which they have been nominated. Additional nominations of eligible members may be made from the floor at the time of elections by voting members of the Chapter present at the election meeting.

The names of all eligible members of the Chapter nominated for each office, either by the Nominating Committee or from the floor, shall be submitted to voting members at the meeting held for elections.

Section 5. Vacancies

1. If the office of the Chapter President shall become vacant, the Chapter Vice President shall assume the office of the Chapter President and shall be sworn in as Chapter President at the next meeting and shall serve the remainder of his/her predecessor's term. All other vacancies shall be appointed by the Chapter President for the unexpired term within thirty (30) days of such vacancy. Said appointment(s) must be approved by a majority vote of the Executive Board.
2. If the office of the Chapter President and the Chapter First Vice President and Second Vice President become vacant by reason of death, resignation or otherwise, the Chapter Secretary shall assume the position of Interim Chapter Chairperson. In case the Chapter Secretary is unable to assume the position of Interim Chapter Chairperson, the Chapter Trustee Chairperson shall assume the position.
3. In any of these events, the Interim Chapter Chairperson shall call an emergency meeting of the Executive Board within 30 days of the vacancy. At the meeting, the executive Board shall elect a successor for the unexpired term.
4. Succession procedures shall also apply at Chapter meetings when the Chapter President and the Chapter Vice President are not available to chair a meeting.
5. All other vacancies shall be appointed by the Interim Chapter Chairperson for the unexpired term within thirty (30) days of such vacancy. Said appointment(s) must be approved by a majority vote of the Executive Board.

Section 6. Compensation

The officers shall receive no compensation for their services, but may be reimbursed for out-of-pocket expenses incurred in the discharge of their duties. All out-of-pocket expenses must have prior approval by the President.

Section 7. Committees

Standing Committees of the Chapter shall consist of Constitution and Bylaws, Membership, Education and Training, Finance, Ways & Means, Strategic Planning, Youth, Health and Welfare and such other committees as may be deemed appropriate and appointed by the Chapter President.

1. **The Constitution and Bylaws Committee** shall consist of the Chapter Parliamentarian as the Chair and its appointed members that are appointed by the Chapter President. It shall be the duty of the Constitution and Bylaws Committee to:
 - A. Receive and evaluate recommendations for changes in the Constitution and Bylaws.
 - B. Present to the Chapter revisions and amendments to the Constitution and Bylaws.

2. **The Membership Committee** shall consist of a Chair and its appointed members that are appointed by the Chapter President. It shall be the duty of the Member Committee to:
 - A. Develop and provide membership programs and services as directed by the Executive Board
 - B. Develop and promote continuous programs for the enhancement, retention and reclamation of the membership.
 - C. Present membership concerns to the Executive Board.

3. **The Education and Training Committee** shall consist of a Chair and its members that are appointed by the Chapter President. It shall be the duty of the Education and Training Committee to:
 - A. Identify training needs and select, develop, coordinate and implement workshops for the Chapter.
 - B. Assist with the research and development of new training initiatives which demonstrate progressive policing practices.

- C. Identify funding resources with which to provide training.
 - D. Provide leadership and assistance for Chapter training initiatives.
4. **The Finance Committee** shall consist of a Chair and its members that are appointed by the Chapter President. It shall be the duty of the Finance Committee to:
- A. Consider the financial needs of the Chapter and recommend dues and fees to the Executive Board.
 - B. Plan, evaluate and recommend the annual operating budget to the Executive Board.
 - C. Recommend to the Executive Board the general financial policies of the Chapter.
 - D. Study and develop financial plans to strengthen the financial base of the Chapter with input from the Executive Board.
 - E. Oversee and monitor fiscal control of the approved budget of the Chapter.
5. **The Ways & Means Committee** shall consist of a Chair and its members that are appointed by the Chapter President. It is the duty of the Way & Means Committee to:
- A. Survey needs, evaluate findings and make recommendations to the Executive Board of fund raising projects to commensurate with aims, purposes and resources of the Chapter.
 - B. Develop and coordinate financial projects that are consistent with the long range plans and the priorities as approved by the Executive Board.
6. **The Strategic Planning Committee** shall consist of the Vice President, a Chair and its members that are appointed by the Chapter President. It is the duty of the Strategic Planning Committee to:
- A. Establish and develop short term and long term goals, objectives and activities.
 - B. Communicate the goals, objectives and activities to the Executive Board.
 - C. Ensure implementation of the goals, objectives and activities by the Executive Board.
 - D. Perform evaluations of the results and accomplishments of the set goals and objectives.

7. **The Youth Committee** shall consist of a Chair and its members that are appointed by the Chapter President. It is the duty of the Youth Committee to:

- A. Survey the needs of the youth programs in the community and make recommendations to the Executive Board as to what youth projects or programs should be adopted.
- B. Develop and coordinate events and activities for youth.
- C. Establish contact with youth organizations to develop partnerships.
- D. Provide leadership to the youth activities supported by the Chapter.
- E. Conduct an annual evaluation of youth programs to determine continued chapter support.

8. **The Health & Welfare Committee** shall consist of a Chair and its members that are appointed by the Chapter President. It is the duty of the Health & Welfare Committee to:

- A. Establish contact with chapter members who are experiencing a sickness, illness or death in the immediate family; the committee shall also establish and maintain a roster of chapter members who have been contacted and review past costs of providing services to chapter members and submit for budget planning.

9. **The Community Affairs Committee** shall consist of a Chair and its members that are appointed by the Chapter President. It is the duty of the Community Affairs Committee to:

- A. Work closely with the community and law enforcement agencies community affairs office to establish partnerships with organizations that align with the NOBLE mission and objectives.

ARTICLE VI - EXECUTIVE BOARD

There shall be an Executive Board of the Chapter consisting of officers described in Article V, Section 1, and Paragraph 3 herein.

Section 1. Duties and Authority

The Executive Board shall be responsible for determining the affairs, business and general policies of the Chapter, subject to the Constitution and Bylaws, and for the management of the business and affairs of the Chapter.

Section 2. Meetings

The Executive Board shall meet each month, except July and August, at a time and place designated by the Chapter President or his/her designee.

Section 3. Quorum and Voting

A majority of the Executive Board shall constitute a quorum. The act of the majority of the Executive Board present at a meeting at which a quorum is present shall be the act of the Executive Board. All matters shall be decided by a majority vote unless otherwise stipulated. The Chapter President shall not vote except when there is a tie vote, and s/he will become the tie-breaker vote.

Section 4. Action without Meeting

Any action that is required to be taken at any meeting of the Executive Board may be taken without a meeting, provided the entire Executive Board shall be advised of the action to be taken through available communicative means, such as telephone, pager, e-mail, etc. Written acknowledgment of action shall be forwarded to each Board member within fifteen (15) days.

ARTICLE VIII - EFFECTIVE DATE & AMENDMENTS

Section 1. Effective Date

This Constitution shall become effective upon approval by the majority vote of the voting members of the Chapter.

Section 2. Amendment

Amendments to the Constitution shall be made in the following manner:

1. By the Executive Board furnishing a mailed, fax or electronic mailed (e-mail) notice of any proposed change at least thirty-days (30) prior to the scheduled day of change.
2. By an affirmative vote of two-thirds (2/3) of the paid-up members (in good financial standing) present and voting at the meeting.

The original document was presented to the general membership on Tuesday, 2013, with an effective date of June 27, 2013. Amendment revisions were approved by the general membership on June 27, 2013.

Interim Constitution and Bylaws Committee:

Dennis Hill

Darryl Johnson

Thomas Jones

Quenton Jordan

Michelle Kennedy

Calvin Williams

Carolyn Williams