

**CONSTITUTION OF THE
NEW MEXICO ASSOCIATION OF CHIEFS OF POLICE**

ARTICLE I. NAME

This Association shall be known as the New Mexico Association of Chiefs of Police.

ARTICLE II. HEADQUARTERS

The New Mexico Association of Chiefs of Police is affiliated with the New Mexico Municipal League with headquarters at Santa Fe, New Mexico.

ARTICLE III. GOALS

The goals of the Association shall be to advance the science and art of police administration and crime prevention; to develop and disseminate approved administrative and technical practices and promote their use in police work; to foster police cooperation, unity of action and the exchange of information and experience among police officers of New Mexico; to bring about the recruitment and training in the police profession of qualified persons; to encourage adherence by all police officers to high professional standards of conduct; and to recommend and initiate law enforcement related legislation which is beneficial to the citizens of New Mexico and to the police profession.

ARTICLE IV. MEMBERSHIP

SECTION 1 - CLASSES OF MEMBERSHIP

A. **ACTIVE:** To be an active member, the applicant must be a Chief of Police in the State of New Mexico, whose dues have been paid. The term "Chief of Police" shall be defined to include duly appointed Chiefs of Police, Chief City Marshals, or Chief Administrators of a law enforcement agency in the State of New Mexico. Active Members may also include chief law enforcement officers of New Mexico state-owned colleges or universities.

B. **ASSOCIATE:** To be an associate member the applicant must be a Deputy Chief, Assistant Chief or law enforcement officer who is designated as second in command of a law enforcement agency in the State of New Mexico, or other persons associated with law enforcement upon approval of the Executive Committee.

C. **LIFE MEMBER:** To be a life member, the applicant must be retired from the position held as an active member or associate member, have been a member of the Association upon retirement and receive a two-thirds majority vote by the active membership during the meeting at which the application is submitted, either by the retired member or an active member.

SECTION 2 - VOTING RIGHTS

A. Each active member and each life member shall be entitled to one vote on each matter submitted to a vote of the Association. Each active member may designate in writing one alternate of similar qualifications to serve in his or her absence and the alternate shall have full voting rights and responsibilities.

B. Each associate member shall be entitled to participate in the discussion of any matter being discussed by the Association but shall not be entitled to vote.

SECTION 3 - DISQUALIFICATION

Any member delinquent in the payment of dues for a period of six months shall be notified thereof by the Secretary-Treasurer, together with notice that if such payment of dues is not forthcoming, the name of such member shall be submitted to the Executive Committee for appropriate action.

An applicant shall be denied membership if the applicant has on record any felony conviction or violation of state law that would prevent their certification as a law enforcement officer. A denial of membership shall become effective immediately upon a majority vote of all the members of the Executive Committee. Upon notification of denial of membership, an applicant shall have 15 days to request reconsideration and provide written reasons in support. The Executive Committee shall render a final decision on the request for reconsideration within 15 days of receipt of the request.

SECTION 4 - REMOVAL

The Executive Committee may censure, suspend, or expel any member for cause. Notice of such proposed action and the reasons therefore shall be mailed or given said member ten (10) days in advance of the next Association meeting; and such member shall have an opportunity within ten (10) days after notice to present his or her answer to such charges in writing for consideration by the Executive Committee, or request a hearing before the Executive Committee to be held at such time, place and manner as may be designated by the Executive Committee. The Executive Committee shall, in determining the time, place and manner of such hearing, consider the desires of the member as well as the convenience of the Executive Committee. An appeal of the decision of the Executive Committee may be taken at the next meeting of the Association where, by a majority vote of the active members present, such decision may be sustained, reversed or modified.

SECTION 5 - RESIGNATION

Any member of any class of membership may submit notice in writing to the Secretary-Treasurer of his or her desire to resign.

ARTICLE V. DUES

SECTION 1 - AMOUNT

The annual dues of active members shall be based upon the size of the department and shall be calculated as follows: under 10 sworn officers - \$75; 10 to 19 sworn officers - \$150; and, 20 or more sworn officers - \$250. The annual dues for associate members shall be \$25. All dues shall be payable on the first of July of each year. Members who join the Association during any portion of the year shall be charged the full yearly dues. Life members shall not pay dues.

SECTION 2 - FISCAL YEAR

The fiscal year shall begin on the first day of July of each calendar year and will end on the last day of June of the following calendar year.

SECTION 3 - STATEMENTS

The Secretary-Treasurer will send dues statements to each active and associate member or prospective member no later than June 1st of each year.

ARTICLE VI. OFFICERS AND COMMITTEES

SECTION 1 - OFFICERS

The officers of the Association shall consist of a President, a Vice-President and a Secretary-Treasurer. The President and Vice-President shall be elected at the annual business meeting in May, but shall take office at the September meeting at the Municipal League Annual Conference. The President and Vice-President shall serve for a period of one year, and may succeed themselves for additional terms. The Secretary-Treasurer shall be the Executive Director of the Municipal League or designee.

SECTION 2 - EXECUTIVE COMMITTEE

There shall be an Executive Committee consisting of the President, Vice-President, Immediate Past-President, Secretary-Treasurer, and four active members appointed by the President.

SECTION 3 - MUNICIPAL LEAGUE LIAISON OFFICER

There shall be a Municipal League employee appointed by the Executive Director of the Municipal League and approved by the Executive Committee of the New Mexico Chiefs of Police Association who will act as a Liaison Officer to the Association.

SECTION 4 - STANDING AND SPECIAL COMMITTEES

The President shall be empowered to appoint an Executive Committee, a Legislative Committee, a Planning Committee, an Academy and Training Committee, a Membership Committee, and any other special committee he or she deems necessary.

ARTICLE VII. CHECKS, DRAFTS, AND NOTES

All checks, drafts or other orders for the payment of money, and notes or other evidence of indebtedness issued in the name of the Association shall be signed by the Secretary-Treasurer with approval of the President.

ARTICLE VIII. GIFTS AND SOLICITATIONS

SECTION 1 - GIFTS

The President or Secretary-Treasurer may accept on behalf of the Association any contribution, gift, bequest, or device for the general purpose or for any special purpose of the Association with the approval of the Executive Committee.

SECTION 2 - SOLICITATIONS

No subscription or solicitations shall ever be allowed in the name of the Association unless approved by the Executive Committee.

ARTICLE IX. AMENDMENTS

This Constitution may be amended by a two-thirds vote of the active membership present at any meeting provided that any proposed amendment shall be submitted to the Executive Committee in writing not less than sixty days prior to the meeting at which the vote is to be taken. The Executive Committee shall then report its recommendation to the Association. Such amendment, if adopted by the Association, shall become effective upon approval of the Board of Directors of the New Mexico Municipal League.

ARTICLE X. EFFECTIVE DATE

This Constitution shall become effective after adoption by two-thirds vote of the active members of the Chiefs of Police Association present at the meeting during which the vote is taken and on approval of the Board of Directors of the New Mexico Municipal League.

ADOPTED BY THE NEW MEXICO ASSOCIATION OF CHIEFS OF POLICE THIS _____ DAY OF _____, 19 _____.

President

Secretary/Treasurer

Amended: 1986, 1987, 1993, 2006

**BY-LAWS OF THE
NEW MEXICO ASSOCIATION OF CHIEFS OF POLICE**

ARTICLE I. DUTIES OF OFFICERS

SECTION 1 - PRESIDENT

The President shall be the principal executive officer of the Association and shall, in general, supervise and control all of the business and affairs of the Association. He or she shall preside at all meetings of the members and of the Executive Committee. In the event of an absence of the President, the Vice-President shall preside at the designated meeting. In the absence of both the President and the Vice-President, the President shall appoint a member of the Executive Committee to preside.

The President shall perform all duties incidental to the office and such other duties as may be prescribed by the Executive Committee.

SECTION 2 - VICE-PRESIDENT

In the event of the absence of the President or the inability to perform his or her duties, the Vice-President shall perform the duties of the President and, when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Vice-President shall perform such other duties as may be assigned by the President or the Executive Committee.

SECTION 3 - SECRETARY TREASURER

The Secretary-Treasurer or his designated alternate shall keep the minutes of the meetings of the members and of the Executive Committee; see that all notices are duly given in accordance with the provisions of the Constitution and By-Laws; be custodian of the Association records; keep a register of the post office address and telephone number of each member; have charge and custody of, and be responsible for, all funds and securities of the Association; receive and give receipts for all money due and payable to or by the Association from any source whatsoever; and, in general, perform all duties incidental to the office of the Secretary-Treasurer or those assigned by the President.

SECTION 4 - MUNICIPAL LEAGUE LIAISON OFFICER

The Municipal League Liaison Officer or designated representative shall attend all meetings of the Association. The Liaison Officer shall present to the Association timely information on legislative matters and other Municipal League activities which affect the Association. The Liaison will coordinate any necessary action between the Municipal League and the Association and perform any other duties assigned by the President of the Association with the approval of the Executive Director of the Municipal League.

ARTICLE II. ELECTION OF OFFICERS

SECTION 1 - NOMINATING COMMITTEE

There shall be a Nominating Committee composed of the four appointed members of the Executive Committee.

SECTION 2 - NOMINATIONS

It shall be the duty of the Nominating Committee to nominate one or more candidates for each elected office. Additional nominations may be made by any active member from the floor at the meeting at which elections are held.

SECTION 3 - VOTING

All nominations shall be voted upon by the members present. The candidate receiving a majority of the number of votes for each office shall be declared elected and shall hold office for one year. In the event that no candidate receives a majority of the votes on the first ballot, another ballot shall be taken between the two candidates receiving the highest number of votes on the first ballot and the one receiving the majority of votes shall be elected. All of said officers except the Secretary-Treasurer must be active members of this Association at the time of their election and during their term of office.

SECTION 4 - FILLING VACANCIES

In the event any officer ceases to be an active member or is removed from office, as specified in Article IV, Section 4 of the Constitution, the Executive Committee shall declare the office vacant. If the vacancy occurs in the office of President, the Vice-President shall become President. If a vacancy occurs in the office of Vice-President, the President will fill such vacancy by appointment from the eligible active membership of the Executive Committee. Such appointment shall be effective only for the balance of the current term of office. If a vacancy occurs in the Executive Committee, the President shall fill such vacancy by appointment from the eligible active membership of the Association.

ARTICLE III. EXECUTIVE COMMITTEE

SECTION 1 - DUTIES

The Executive Committee shall be the governing body of the Association and shall have authority to take all appropriate measures and perform all duties required to accomplish the objectives of the Association. The Executive Committee shall, by issuing rules, establish a formal procedure for conducting business affairs of the Association in accordance with the provisions of the Constitution.

SECTION 2 - MEETINGS

The Executive Committee shall convene at a time and place specified by the President.

ARTICLE IV. STANDING COMMITTEES

SECTION 1 - PLANNING COMMITTEE

The Planning Committee shall be responsible for critical short-term and long-term planning on behalf of the Association. The Committee shall implement Association goals as directed by the President and make recommendations for action by the membership as appropriate. In addition, the Planning Committee shall perform any other duties assigned by the President.

SECTION 2 - LEGISLATIVE COMMITTEE

It shall be the duty of the Legislative Committee to research and recommend proposed legislation to the membership, coordinate lobbying efforts on behalf of the Association, and to keep the membership informed regarding pending legislation or changes in proposed bills as they progress through the legislature, and any other duties as assigned by the President.

SECTION 3 - ACADEMY AND TRAINING COMMITTEE

The Academy and Training Committee shall be responsible for keeping the membership informed regarding all matters pertaining to law enforcement training and to maintain close contact with the New Mexico Law Enforcement Academy. It will make known to the New Mexico Law Enforcement Academy the Association's position regarding any matter which pertains to the training of law enforcement officers, and will perform other duties as assigned by the President.

SECTION 4 - MEMBERSHIP COMMITTEE

The Membership Committee shall be responsible for actively soliciting membership into the Association by keeping informed of any changes in agency administrators, and will encourage attendance at each meeting by all members, and will perform other duties as assigned by the President.

ARTICLE V. MEETINGS

SECTION 1 - REGULAR MEETINGS

The Association shall meet quarterly at such time and place as shall be determined by the President.

SECTION 2 - ANNUAL MEETINGS

An annual meeting of the members shall be held in each calendar year for the purpose of electing officers, appointing committees and for the transaction of such other business as may come before the meeting.

SECTION 3 - SPECIAL MEETINGS

Special meetings will be held when needed or at the discretion of the Executive Committee and shall be called by the President. Written notice of special meetings shall be mailed together with the agenda of business to be conducted, and the time and place of the meeting to each active member at least 15 days in advance of the meeting date.

SECTION 4 - RULES OF ORDER

- A. All questions of order shall be decided by the presiding officer subject to appeal by any member of the Association.
- B. Any question coming before the meeting for which no provision has been made in the Constitution or By-Laws shall be governed by "Robert's Rules of Order".

SECTION 5 - QUORUM

Twenty percent (20%) of the active membership shall constitute a quorum of the Association and a simple majority of the Executive Committee shall constitute a quorum of the Executive Committee.

ARTICLE VI. AMENDMENTS

These By-Laws may be amended by a two-thirds vote of the active membership present at any meeting provided that any proposed amendment shall be submitted to the Executive Committee not less than sixty (60) days prior to the meeting at which the vote is to be taken. The Executive Committee shall then report its recommendation to the Association. Such amendment, if adopted by the Association, shall become effective upon approval by the Board of Directors of the New Mexico Municipal League.

ARTICLE VII. EFFECTIVE DATE

These By-Laws shall become effective immediately after adoption by two-thirds vote of the active membership of the Association present at the meeting during which the vote was taken and upon approval by the Board of Directors of the New Mexico Municipal League.

ADOPTED BY THE NEW MEXICO ASSOCIATION OF CHIEFS OF POLICE THIS _____ DAY OF _____, 19____.

President

Secretary/Treasurer

Amended: 1986, 1987, 2006