

Colorado Homicide Investigators Association
Proposed By-Laws
Presented January 30, 2008

Article I. Name of Association

- A. The name of the organization shall be Colorado Homicide Investigators Association

Article II. Purposes and Objectives

- A. To provide all homicide investigators, district attorney investigators, coroner's investigators, crime scene technicians, criminalists, crime analysts, and other detectives and forensic investigators throughout the State of Colorado an opportunity through networking to exchange information relative to homicide investigations and to encourage such exchange.
- B. To maintain a network of communication throughout the State of Colorado among investigators, detectives, and agents assigned to investigate homicide cases, including dissemination of such information through regular group meetings, publications, and bulletins.
- C. To maintain a network from which other law enforcement agencies across the United States can access information pertaining to homicides.
- D. Through training, communication, support and encouragement of the Association's membership, promote quality homicide investigations within the State of Colorado.
- E. To support and encourage regular training sessions, workshops, and special investigative seminars.

Article III. Membership and Voting Rights

A. There will be three (3) classes of membership- Active, Life, and Associate membership.

1. Active Member

- a. Active membership may be conferred on any personnel employed full time by a governmental law enforcement agency, including supporting forensic agencies, under the laws of any state or nation, whose duties and responsibilities include the assignment in homicide investigations, or supervision and management of the agency's homicide investigations, or prosecutors/district attorneys, or coroners.
- b. Complete a membership application and submit annual dues as set forth by the associations By-Laws and upon approval by the Officers of the association.
- c. Shall have full voting rights and privileges of the association, may make nominations, and hold office within the association.

2. Life Member

- a. Life membership may be conferred on a person employed or appointed as a peace officer by a governmental law enforcement agency, including supporting forensic agencies, under the laws of any state or nation, whose duties and responsibilities include the assignment in homicide investigations, or supervision and management of the agency's homicide investigations, or prosecutors/district attorneys, or coroners, retires or resigns from law enforcement due to extenuating circumstances, not including situations of forced resignation.

- b. Complete the Life membership application and submit annual dues as provided by the association By-Laws and upon approval of the Officers of the association.
- c. Shall not hold elective office but shall have full voting rights.
- d. Can be appointed to committees by the President for their historical knowledge and experience.
- e. Shall receive all publications, notifications and correspondence of the association as approved by the Officers of the association.

3. Associate Member

- a. Associate membership may be conferred upon any person not eligible for active membership, but qualifies by virtue of training and experience in police or other law enforcement activities, or by other professional attainments in police science or administration.
- b. Complete a membership application and submit annual dues as set forth by the associations' by-laws and upon approval by the Officers of the association.
- c. Associate Members shall have all the benefits of membership except the right to hold office or vote.

B. All members of the Colorado Homicide Investigators Association shall remain in good standing, obey the By-Laws; not become involved in any conduct which would or could be detrimental to this association. Any violation of the articles of this association will be subject to review and the Officers of the association reserve the right to revoke any membership for such violation.

Article IV Officers of the Colorado Homicide Investigators Association

A. The elected officers of the association shall be President, Vice President, Secretary, and Treasurer.

B. Election and tenure of office

1. Elections will take place every other year during the last quarter meeting of that year. Officers will be nominated and voted upon by the majority of the members present.
2. Officers shall serve a term of two (2) years from January 1 of the first year through December 31 of the following year.
3. Nomination for any office will be submitted to the Secretary in writing. The Secretary will verify that the nominee meets all qualifications for office as prescribed by these Bylaws. The nomination must contain the nominee's name, the office to which he/she is being nominated, and a written summary of his/her experience and qualifications.
4. The Secretary will prepare an official ballot listing all qualified nominees. An accurate record to be maintained as to the number of ballots issued will be maintained by the Secretary for one (1) year after the election. This ballot will be sent to all voting members via email by November 1 of the appropriate election year. The return ballot must be received by the Secretary no later than November 20. The results will be published to the voting membership by December 15.

C. Duties of Elected Officials

1. President - Shall be the executive officer of the association. He shall preside at all regular and special meetings, shall appoint any and all committees not

otherwise provided for, enforce the By-Laws, be a member ex officio of all committees, and perform such duties as customarily pertain to the office of President.

2. Vice President - Shall aid and assist the President, and in the absence of the President, shall temporarily assume and perform the duties of the President.

a. The Vice President shall automatically succeed the office of President, in the event of the President's death, resignation or removal from office, during his/her tenure of office. The Vice President will thereby serve the remainder of the President's un-expired term.

3. Secretary

a. Shall keep the original, or a copy, of these Bylaws as amended or otherwise altered to date.

b. Shall keep a book of minutes of all meetings, recording the time and place, how notice was given, the names of those present, the numbers of members present, the names of the officers present, and the proceedings.

c. Shall see that all notices are duly given in accordance with the provisions of these Bylaws.

d. Shall be the custodian of the records.

e. Shall keep association membership records containing the name and address of each member, and in case where membership has been terminated, shall record such fact in the records together with the date and reason membership is ceased.

4. Treasurer

a. Shall have charge and custody of and be responsible for all funds of the association, and deposit all such funds in the name of the association in the designated banks.

- a. Shall collect all membership dues.
- b. Shall pay the bills of the association upon presentation of proper voucher or receipt.
- c. Shall keep and maintain adequate and correct accounts of the association's transactions, disbursements, gains, and losses.
- d. Shall present in writing and read to the membership a financial report at each meeting, and provide the same at any reasonable time requested by the President.

Article V Amendments

- A. The Bylaws may be amended at a scheduled meeting of the membership by a favorable vote of the majority of the members present and voting. Amendments to be voted on shall have been posted to every member of the Association at least thirty days prior to being voted on and/or have been presented for consideration at a prior meeting.
- B. Amendments may be proposed by any officer of the association and shall be submitted to the membership for approval by a majority present.
- C. Amendments shall take effect immediately when approved, unless otherwise stated in the amendment.

Article VI Use of Association Name, Seal, etc.

- A. The name of the Colorado Homicide Investigators Association and the use or reproduction of its seal shall be limited to the letterheads of members in good standing only. Any other use must be approved by a majority vote of the elected officers.

- B. Any member in good standing may indicate on letterhead, in any autobiographies, biography, or in any oral pronouncement that he holds membership in the Colorado Homicide Investigators Association.

Article VII Association address

- A. The association will use a post office box in order to maintain a consistent address. At least two of the officers of the association will maintain keys for the designated post office box.
- B. If the need arises, the address may be changed with a majority vote of members present at any meeting. Proper notice of an address change will be given to the Secretary of State, the IRS, and any financial institution holding the association's funds. Additionally, a proper mail forwarding form will be provided to the United States Postal Service.

Article VIII Dues

- A. The annual dues payable to the association by members shall be in such amounts as may be determined from time to time by majority vote of members present at the last quarter meeting of the association. The first annual dues shall be payable and submitted in full with the application for membership. Future annual dues shall be payable in the first quarter of the year. In the event an applicant for membership is not accepted for membership, the entire advance annual dues payment shall be refunded.
- B. Individual member dues will be fifteen dollars per year. Agency dues will be fifty dollars per year for up to fifteen members.

Agency dues will be sixty-five dollars per year for over fifteen members.

Article VIII Meetings

- A. Meetings shall be held at a convenient location as recommended by the officers.
- B. The Secretary shall deliver written or emailed notice of the time and place of meetings at least fourteen (14) days prior to the meeting.

Article X Association funds

- A. Any purchases or payments to be made with association funds will be approved in advance by a majority of the officers. In addition, any purchases or payments to be made in an amount over three hundred dollars will be approved by a majority of the members present at the next meeting.
- B. No purchase or payment will be made without a presented receipt or voucher. In the absence of a receipt or voucher, a memorandum or other documentation may be presented and may be paid upon majority vote of the officers.
- C. In the event of the dissolution of the association any remaining funds will be given to a documented non-profit organization benefiting law enforcement.
- D. An audit of the association's finances will be conducted at least every two years or when there is a change of officers who have access to the association funds.