

LOUISIANA STATE FIREMEN'S ASSOCIATION  
C O N S T I T U T I O N

**ARTICLE I**

Name of Organization

The name of this organization shall be LOUISIANA STATE FIREMEN'S ASSOCIATION

**ARTICLE II**

**Purpose**

The purpose of this organization shall be to establish harmony and action in the cultivation of fraternal fellowship among, to secure protection for, and to promote the best interest of the firemen in Louisiana, and to establish and conduct an organized training program for the firemen of Louisiana.

**ARTICLE III**

Seal and Emblem



**Section 1**

The Seal of this Association shall be a circular stamp of copper and steel, with the center showing a shield with the principle implements of the firefighters trade, the Hook, the Ladder, and the Fire Hydrant, surmounted by a watchful pelican, the official bird of the State of Louisiana, and which shall carry on either side of the initials "F" and "D" for Fire Department and in the center, the inscription "Louisiana State Firemen's Association". The outer edge of the Seal shall have the following circular inscription: "Louisiana State Firemen's Association, Organized November 30, 1906".

**Section 2**

The Emblem or Badge of this Association shall be as above, with the exception of an outer edge.

## ARTICLE IV

### Membership

#### Section 1

The membership of this Association shall consist of:

- (1) Active
- (2) Active Life
- (3) Associate
- (4) Honorary Life
- (5) Sustaining
- (6) Allied
- (7) Legislative

#### Section 2

1) Active Membership: Active and pensioned members of each Paid and Volunteer Fire Company in active service, at least eighteen (18) years of age, Industrial Fire Brigades, Fire Service Organizations, State and Deputy Fire Marshals, Administrative Personnel, Dispatchers and Maintenance Personnel of Municipal Fire Alarm Systems, Rating Bureau, Fire Prevention Bureau, Arson Task Force, Fire Training Personnel and Administrative Personnel of Commission on Fire Standards and Education may also become Active Members if approved by the Executive Board at any of its duly called meetings.

2) Active Life Membership: Active Life Membership shall be conferred upon Active Members, who make proper showing that they have been an Active Member of this Association continuously and without interruption for the period of twenty-five (25) years (starting with new membership in 1973), during said time have paid all annual dues. Active Life Membership carries with it all privileges of Active Membership without payment of dues.

3) Associate Membership: Individuals representing firms or corporations interested in the protection of life and property against fire, individuals otherwise interested in the field of fire protection or fire safety, provided they are not identified with fire protection from a commercial standpoint. An Associate Membership carries with it all the privileges of the Association, but shall have no vote.

4) Honorary Life Membership: Honorary Life Membership may be conferred on a person who has rendered conspicuous service to this Association, provided such membership shall be recommended by the Executive Board and receive a majority vote of the Association. Such membership shall be exempt from payment of dues, but shall have no vote.

5) Sustaining Membership: Concerns or individuals engaged in the manufacture of fire apparatus or equipment, franchise holders or distributors of fire apparatus or equipment, or concerned individuals otherwise interested in the field of fire protection from a commercial standpoint, shall be eligible to be considered as Sustaining Membership upon payment of an

annual fee to be set by the Executive Board. This fee shall entitle the Sustaining Member to exhibit space at each annual conference.

6) Allied Membership: Those individuals certified as representatives of Sustaining Members. Such membership shall have no vote.

7) Legislative Membership. Those individuals that are members of the Louisiana State Senate or members of the Louisiana House of Representatives, that show interest in the fire service of the State of Louisiana. In order to be a member under this classification, an individual must submit a written application to the Executive Board of the Louisiana State Firemen's Association. Such membership shall be exempt from payment of dues. They would not be eligible to hold office in the Association, nor be entitled to vote.

8) Any membership application to this organization shall be voted upon for approval or denial at the next regular Executive Board meeting after said application request is received by any Executive Board Member.

## **ARTICLE V**

### **Officers**

#### Section 1

The officers of this Association shall consist of a President, First Vice President, Second Vice President, Secretary, and Treasurer.

#### Section 2A

The Executive Board shall consist of the duly elected officers, the retiring President and one (1) representative from each L.S.F.A. District of the State of Louisiana (map outlining districts attached). Elected officers and representatives must be an Active or Active Life Member from the L.S.F.A. District and reside within the district which they represent.

#### Section 2B

The map attached hereto and made a part hereof by reference is hereby adopted as the official map defining the eight L.S.F.A. Districts.

#### Section 3

President, First Vice President, Second Vice President, Secretary, and Treasurer shall be elected at the annual meeting of the Association by votes received from all delegates and delegate-at-large present with a majority of the votes cast.

#### Section 4

All representatives shall be elected at the annual meeting of the Association by the delegates of their respective L.S.F.A. District by votes received from all delegates and delegate-at-large present with a majority of the votes cast.

#### Section 5

All Officers and Representatives shall serve a term and assume their respective duties at the first Board Meeting following their election to office, until the next Board Meeting after a successor is elected.

#### Section 6

The President shall have the privilege of serving only one (1) term as President of the Association, however, on completion of his term as Immediate Past President; he can be elected as a representative of his L.S.F.A. District, to position of Secretary or Treasurer.

#### Section 7

The 1<sup>st</sup> Vice President shall have the privilege of serving only one (1) term as 1<sup>st</sup> Vice President of the Association, upon completion of his term he shall the position of President if he remains a member of the Association in good standing, pursuant to ARTICLE VI, Section 3.

#### Section 8

The 2<sup>nd</sup> Vice President shall have the privilege of serving only one (1) term as 2<sup>nd</sup> Vice President of the Association, upon completion of his term he shall the position of 1<sup>st</sup> Vice President if he remains a member of the Association in good standing, pursuant to ARTICLE VI, Section 3.

#### Section 9

No member shall be allowed to hold a position of President, First Vice President, Second Vice President, Representative, or Past President simultaneously

### **ARTICLE VI**

#### Dues

##### Section 1

- 1) Annual dues for ACTIVE MEMBERSHIP shall be six (\$6.00) dollars per calendar year.
- 2) Annual dues for ASSOCIATE MEMBERSHIP shall be six (\$6.00) dollars per calendar year.
- 3) Annual dues for ALLIED MEMBERSHIP shall be six (\$6.00) dollars per calendar year.

##### Section 2

Any fire department or organization, that qualifies as an Active Member under Article IV, Section 2, in active service may have membership in this Association by paying annual dues of twenty (\$20.00) dollars per calendar year.

##### Section 3

Membership dues in this organization are due on January 1st of each year, and must have been paid on or before April 30th of each year. Members not paying dues by this date will be dropped from the rolls and will not be eligible for Death Benefit, nor shall said member be eligible to hold office for that year.

## **ARTICLE VII**

### **Delegates**

#### **Section 1**

Every fire company, or department of this State having membership in this organization, shall elect or designate Delegates and Delegates At Large to attend the Annual Conference of the Association, and proper credentials for said Delegates and Delegates At Large shall be forwarded to the Secretary of this organization. Alternate delegates may vote in place of any Delegate, and/or Delegate At Large so designated by their department.

#### **Section 2**

Delegates and Delegates At Large shall be determined as follows:

- (a) One (1) Delegate for every paid-up twenty-five (25) members or fraction thereof. Each Delegate shall be entitled to one (1) vote. Any member holding membership in more than one department, dues must be paid in each department in order to be counted in those departments' total membership toward number of delegates of Delegates. However, a member in more than one department can only be a Delegate for one (1) department.
- (b) One (1) Delegate At Large for each paid-up volunteer, paid fire company, or department. Each Delegate At Large can also be a Delegate.
- (c) No member can have two (2) votes at the Annual Conference, unless voting the Delegate At Large vote from the company or department of which they are a Delegate.
- (d) No member, who holds multiple memberships, can be named as Delegate or Delegate At Large for more than one (1) company or department.

#### **Section 3**

The Secretary shall notify each Chartered fire company or department the number of Delegates and Delegates At Large entitled to at the Annual Conference at least thirty (30) days prior to conference each year.

#### **Section 4**

All credentials will be properly filled out and signed by the proper officer, as designated by that company or department. All credentials must be in the hands of the Secretary, no later than the end of the day proceeding the day of the election of officers. If these credentials are not received by the allotted time, those delegates will not be allowed to vote.

## **ARTICLE VIII**

### **Annual Meeting**

#### **Section 1**

The Annual Meeting of this Association shall convene at such place as an Annual Meeting shall have designated and upon such date as the Executive Board, after consultation with Chief of the host city, may fix. Special meetings may be called by the president with the consent of the majority of the members of the Executive Board. Should at the Annual Meeting,

the Association fail to designate a place of meeting, the Executive Board shall have full authority to select such place of meeting and make all arrangements for the Annual Conference. The object of any special meeting must be stated in the call of said meeting.

Section 2

Failure to hold an Annual Meeting shall not work dissolution of the Association.

**ARTICLE IX**

**Duties of Officers and Committees**

Section 1

The duty of the President is to preside at all meetings and to appoint all standing committees and appointed officers, to sign all orders duly granted by the Association or Executive Board.

- (a) Appointed Officers shall be Counselor, Chaplain, Sergeant-At-Arms, National Volunteer Fire Council Director, Parliamentarian and Government and Public Affairs Chairman.

Section 2

In the absence of the President, or their inability to serve, the First Vice President shall perform all their duties.

Section 3

The Secretary shall attend all meetings, keep a complete record of the proceedings, countersign all orders granted, receive and answer all communications, issue all calls pertaining to the Association or Executive Board, to collect all dues for the Association, keeping a correct amount of same, which they shall turn over to the Treasurer immediately, taking their receipt there for. The Secretary shall furnish a surety bond for such amount as may be fixed by the Executive Board. The Bond shall be filed with the Executive Board. The Secretary shall receive for their services such salary as is fixed by the Executive Board. The Secretary shall at the termination of their term of office, surrender to their successor in office, all books and papers in their possession belonging to the Association. They shall cause to be prepared and issued to whom they may be directed by the Executive Board, a complete report of each Annual Conference.

Section 4

It shall be the duty of the Treasurer to receive all moneys belonging to the Association, and deposit same in a chartered National or State Bank, or Savings Institution, insured by Federal Deposit Insurance Corporation, or National Credit Union Administration, selected by the Executive Board. Such funds shall be withdrawn on approval of the President or Executive Board, by a check against the same, by a signature of the Treasurer, President, or Secretary, with the seal of the Association. At the Annual Meeting the Treasurer shall make a full report of all moneys received and disbursed. The Treasurer shall execute a bond in such amount as may be fixed by the Executive Board. At the close of their term of office, the Treasurer shall surrender to their successor in office all property and money in their possession belonging to the

Association. The Treasurer shall receive for their services such salary as is fixed by the Executive Board.

#### Section 5

The Executive Board shall transact all business of the Association during the time intervening between the Annual Meetings, it shall have the general management of the affairs of the Association and shall suggest to the Association, at its Annual Meeting such rules and regulations as it may deem for its best interest, and not in conflict with the Constitution and By-Laws of the Association. A majority of the Executive Board shall constitute a quorum, and a majority of such quorum may determine all questions.

#### Section 6

The President-Elect of the Association shall have authority to appoint the following standing committees, which shall consist of at least five (5) members each, to wit: LSFA Governmental and Public Affairs, Credentials, Resolutions, Auditing/Finance, Elections, Training & Education, Conference Security and any other committees they may deem necessary.

#### Section 7

The Executive Board shall meet at such time and place as a majority of the Board Members may decide, or on a call of the President. If a vacancy should occur, in the committee, by reason of death, resignation, etc., such vacancies shall be filled by the Executive Board.

### **ARTICLE X**

#### **Accidental Death Benefit**

##### Section 1

Twenty-five per cent (25%) of dues collected shall be deposited or invested in a Chartered National, State Bank, or National Credit Union Administration, insured by Federal Deposit Insurance Corporation as selected by the Executive Board at the end of each fiscal year. Said money shall be deposited or invested in the name of the Louisiana State Firemen's Association Accidental Death Benefit Fund.

##### Section 2

If the Death Benefit Fund exceeds \$150,000.00, by majority vote of the Executive Board, the excess funds may be placed in the General Fund.

##### Section 3

Upon submission of proof satisfactory to the Executive Board that an Active or Active Life Member of this Association in good standing suffered accidental death as a result of injuries sustained while going to, fighting, or returning from a fire, rescue call, drill, training or any other bonafide fire/emergency service-related response made by the member, then the Association shall pay from the Accidental Death Benefit Fund an amount set by the Executive Board to a person designated by the Chief Administrator of the deceased member's department, regardless of the jurisdiction in which the death occurred. Due proof of death is defined to mean a certified copy of the death certificate and sworn statement of the chief administrative officer of the duties

that where being performed at time of death. The decision of the Executive Board shall be final as to whether a payment is in order and/or to who said payment shall be made. Bonafide fire/emergency service-related response shall not include going to, attending, or returning from a regular or special business meeting, social functions or fund-raising activity.

## **ARTICLE XI**

### **Election of Officers and Representatives**

#### **Section 1**

Election of Officers and Representatives shall be on the last day of the Annual Meeting, by official ballot.

#### **Section 2**

Any member of the Association in good standing, pursuant to ARTICLE VI, Section 3, can be a candidate for the office of Second Vice President, Secretary, Treasurer, or L.S.F.A. District Representative. Candidates shall convey to the Secretary, in writing, his full name, the district that his department is located in, and the name of the office that he shall be a candidate for, no later than thirty (30) days prior to the Annual Meeting.

#### **Section 3**

Nominations for offices shall be closed thirty (30) days prior to the Annual Meeting.

## **ARTICLE XII**

### **Amendments**

#### **Section 1**

The Association shall have full power at any Annual Meeting to alter, amend, or revise this Constitution, provided that notice of such alteration, amendment, or revision shall have been given in writing to the Secretary of the Association at least sixty (60) days prior to any Annual Meeting date. The Secretary shall see that every fire company or department shall have at least thirty (30) days clear notice of such proposed alteration, amendment, or revision to the date set for the opening of the Annual Meeting. A two-thirds (2/3) vote of the members entitled to vote who are present and voting shall be necessary for the adoption of any such alteration, amendment, or revision.

#### **Section 2**

The Constitution and By-Laws Committee may propose, and the Board of Directors approve, grammatical,-non-substantive changes, and to any legal issues which may arise, thereto, provided that such changes shall be published in a manner that provides for members to review prior to the Annual Meeting.