

**ALASKA PEACE OFFICERS ASSOCIATION (APOA)  
BYLAWS  
OF  
THE MAT-SU CHAPTER**

**Article I  
Name**

The name of this organization shall be the Alaska Peace Officers Association (APOA), Incorporated, Mat-Su Chapter (hereinafter "Mat-Su Chapter").

**Article II  
Purposes and Objectives**

The Purposes and Objectives of the Mat-Su Chapter shall be those set forth in the Code of Bylaws of the Alaska Peace Officers Association, Inc., Article II.

**Article III  
Membership**

Membership eligibility requirements for the Mat-Su Chapter shall be those set forth in the Code of Bylaws of the Alaska Peace Officers Association, Inc., Article III.

**Article IV  
Executive Board**

Section 1. General Powers: The affairs of the Mat-Su Chapter shall be managed by its Executive Board.

Section 2. Manner of Acting: The act of a majority of the Executive Board, voting at a meeting at which a quorum is present, shall be the act of the Executive Board, unless the act of a greater number is required by law or by these bylaws.

Section 3. Executive Board Members: Members of the Mat-Su Chapter's Executive Board shall consist of two (2) elected Board Members, the President, Vice-President, immediate Past President, Secretary, and Treasurer, and shall serve a term of office as indicated in Article V.

Section 4. Standard of Care: Each member of the Executive Board shall perform all duties in good faith and in the best interests of the Mat-Su Chapter. A Board member shall utilize such reasonable care and inquiry as a reasonably prudent person in a like situation would employ.

Section 5. Appeals: All actions taken by the Executive Board may be appealed to the membership at a general membership meeting.

Section 6. Oath of Office: The following Oath of Office shall be administered to new Executive Board members:

"DO YOU SOLEMNLY SWEAR (OR AFFIRM) THAT YOU WILL SUPPORT  
THE ALASKA PEACE OFFICERS ASSOCIATION AND BE BOUND BY  
THE BYLAWS; THAT YOU WILL FAITHFULLY PERFORM THE DUTIES  
AND FULFILL THE TRUST OF THE OFFICE TO WHICH YOU HAVE BEEN  
ELECTED TO THE BEST OF YOUR ABILITY, SO HELP YOU GOD?"

## **Article V Officers**

Section 1. Officers: The Officers of the Mat-Su Chapter shall be the President, Vice-President, Secretary, Treasurer or a combination Secretary/Treasurer, along with two (2) board members, and each shall serve for a term in office of two (2) years commencing in June and ending in May. The immediate Past President serves as an *ex officio* officer of the chapter.

Section 2. Election: The Officers of the Mat-Su Chapter shall be elected popular vote of the membership. The Officers shall serve two (2) year terms on a staggered cycle. The President, Secretary, and one (1) board member will be elected one year, and the Vice-President, Treasurer, and one (1) board member will be elected the next year.

Section 3. Duties of President: The President shall preside at all meetings of members and of the Executive Board, shall have and exercise general charge and supervision of the affairs of the Mat-Su Chapter, and perform such other duties as may be assigned by the Executive Board. In the event of a vacancy on the Executive Board, the President shall appoint a member in good standing to fill the said vacancy.

Section 4. Duties of Vice-President: At the request of the President, or in the event of absence or disability, the Vice-President shall perform the duties and possess and exercise the powers of the President and shall have such other powers as the Executive Board may determine.

Section 5. Duties of the Secretary: The Secretary shall keep minutes of all meetings and proceedings of both the Executive Board and the members. In addition, the Secretary shall assure notice of meetings of the Executive Board and of the members is published and will perform other duties as required by the Executive Board.

Section 6. Duties of the Treasurer: The Treasurer shall be responsible for monitoring expenses, overseeing financial reporting, and administering the Mat-Su Chapter's financial policies and procedures.

Section 7. Eligibility to Hold Office: Associate members of the Mat-Su Chapter may hold any chapter office except President or Vice-President and may vote on chapter business.

Section 8. Dismissal from Executive Board: A member of the board may be dismissed upon three (3) unexcused absences during his/her term. Upon any vacancy on the Board, the President shall appoint a member in good standing to fill the unexpired portion of the vacant term. Such appointments shall become effective upon confirmation by a quorum of the board.

## **Article VI Meetings**

Section 1. Meeting of the Members: Meetings of the Mat-Su Chapter members shall be held at such places and times as may be designated by the Executive Board.

A. Monthly Meetings: Regular chapter meetings shall be held once a month during the months of January through June and October through December.

B. Special Meetings: Special meetings may be called by the President when deemed necessary by notifying the membership at least two (2) days before the meeting is held. Notices of special meetings shall clearly state the date, time, place, and the reason for the meeting.

C. Quorum: A quorum sufficient for the transaction of Mat-Su Chapter business shall consist of not less than four (4) members of the Executive Board plus those chapter members present.

D. Voting: Every Mat-Su Chapter member in good standing, upon proper identification, shall be entitled to vote at any general membership meeting. Proxy voting will not be allowed.

E. Closed Session: At any time during a meeting of the Mat-Su Chapter, the President shall have the authority to call for an executive session for a single stated purpose. These executive sessions will be closed to all except chapter members.

Section 2. Meetings of the Executive Board: Executive Board meetings shall be held as needed and shall take place prior to the regular chapter meetings.

A. Special Meetings: Special Executive Board meetings may be held at the discretion of the President. Notice must be delivered to each Board Member at least one (1) day prior to the meeting. The President shall call a special meeting of the Executive Board when requested to do so by at least three (3) Board Members and notice shall be given as heretofore provided.

B. Board Action Without a Meeting: Any action that could be taken at a meeting of the Executive Board may be taken without a meeting when authorized in writing by a majority of the Board members.

C. Electronic Participation: Members of the Executive Board or any committee designated by the Executive Board may participate in a meeting of the board or committee by means of a teleconference, video conferencing, email, or other electronic methods of communications by which means all persons participating in the meeting can communicate with each other at the same time and participation by such means shall constitute presence in person at a meeting.

D. Quorum: A quorum for an Executive Board meeting shall consist of not less than four (4) board members.

E. Executive Session: At any time after a meeting of the Executive Board has been convened, any Board member may make a request for an executive session for a single purpose only. Only Board members shall be in attendance during any executive session.

F. Proxies: There shall be no proxy voting.

**Article VII  
Rules and Conduct at Meetings**

All questions of Parliamentary law and procedure shall be governed by Robert's Rules of Order Newly Revised, except as otherwise specified in these bylaws.

**ARTICLE VIII  
Committees**

Committees shall be appointed by the Mat-Su Chapter President as required.

**Article VIX  
Fees, Dues, and Assessments**

Membership dues will be those set forth in the Code of Bylaws for the Alaska Peace Officers Association.

**ARTICLE X  
Finance**

The monies of the Mat-Su Chapter shall be deposited in such bank or banks as the Executive Board shall designate and shall be drawn only by checks signed by persons designated by resolution of the State Executive Board.

Any expenditure of the Mat-Su Chapter funds in the amount of \$500.01 or more must be approved by the membership during a regular or special meeting. The board may approve expenditures of up to \$500.00 without the approval of the membership.

**ARTICLE XI  
Chapter Affiliation**

Mat-Su Chapter's affiliation with APOA will comply with those requirements set forth in the Code of Bylaws of the Alaska Peace Officers Association, Article XI.

**Article IX  
Amendments**

These Bylaws may be revised and amended at a scheduled meeting of the Mat-Su Chapter membership by a majority vote of the membership in attendance. All Amendments must be in accordance with the Code of Bylaws of the Alaska Peace Officers Association, Inc.

These revised bylaws were approved at the Mat-Su Chapter general membership meeting on the 5th day of April in 2018.

*/s/ Steven D. Adams*

Steven D. Adams  
President