



**THE CONSTITUTION AND BY-LAWS**  
**OF THE**  
**NORTH CAROLINA POLICE EXECUTIVES ASSOCIATION**  
**RATIFIED**

**AUGUST 28, 1947**

**AMENDED**

**JULY 28, 1977**  
**JULY 21, 1982**  
**JULY 18, 1984**  
**JULY 24, 1985**  
**JULY 18, 1990**  
**JULY 26, 1995**  
**JULY 17, 1996**  
**JULY 19, 2000**  
**JULY 16, 2003**  
**JULY 20, 2005**  
**JULY 26, 2006**  
**JULY 21, 2009**  
**JULY 19, 2011**  
**JULY 17, 2012**  
**JULY 23, 2013**  
**JULY 21, 2015**  
**JULY 25, 2018**  
**JULY 15, 2024**

**NORTH CAROLINA POLICE EXECUTIVES ASSOCIATION**

## THE CONSTITUTION

Ratified August 28, 1947, Amended: July 28, 1977; July 21, 1982; July 18, 1984; July 24, 1985; July 18, 1990; July 26, 1995; July 17, 1996; July 19, 2000, July 16, 2003, July 20, 2005, July 26, 2006, July 21, 2009, July 19, 2011, July 17, 2012, July 23, 2013, July 21, 2015 and July 25, 2018. July xx, 2024.

### ARTICLE 1

SECTION 1. This organization shall be known as The North Carolina Police Executives Association.

SECTION 2. PURPOSES. The purpose of the NCPEA shall be to advance the science and art of police administration and crime prevention; to develop and disseminate improved administrative and technical practices and promote their use in police work; to foster police cooperation and the exchange of information and experience among police executives throughout North Carolina and to promote: high professional standards among all police officers through training and exposure to best practices, exemplary public service, and united action on matters related to policing. to advance and elevate the standard of police institutions and the recognition thereof by the general public; to advocate for the enactment and implementation of legislation relevant to crime detection and prevention; and support the improvement of police efficiency.

SECTION 3. ACTIVITIES. The Association shall remain non-political, non-partisan, and non-profit.

### ARTICLE II

SECTION 1. MEMBERSHIP. Membership in this Association shall consist of four classes:: Active, Associate, Honorary, and Life.

- a. ACTIVE MEMBERSHIP: shall consist of municipal police officers and separate county police department officers who hold supervisory or a higher position; supervisory and command officers of the state law enforcement agencies and of accredited colleges and universities who are certified as law enforcement officers by the North Carolina Criminal Justice Education and Training Standards Commission and the Directors of those law enforcement agencies; chief enforcement officers of alcohol control boards; supervisory and command officers of corporate and non-governmental law enforcement and criminal justice agencies who are certified as law enforcement officers by the North Carolina Criminal Justice Education and Training Standards Commission; and supervisory and command officers of federal agencies engaged in the enforcement of criminal laws in North Carolina.

b. ASSOCIATE MEMBERSHIP shall have all the privileges of Active Membership, to be a due paying membership, and shall be a non-voting membership. It shall include members as follows: Members of the military service at the executive or command level assigned to the Judge Advocate's office or the Provost Marshal's Office and investigative officers; executive officers of railroad police agencies assigned to North Carolina; police attorneys and attorneys with the North Carolina Department of Justice with primary responsibilities for providing legal advice to local and state law enforcement agencies; Director, Deputy and Assistant Directors of the North Carolina

Justice Academy; Director and Assistant Director of the North Carolina Criminal Justice Standards Division; North Carolina State Medical Examiners; Director of the North Carolina State Crime Laboratory, Directors of Law Enforcement Programs, Department of Community Colleges; law enforcement area coordinators and community college law enforcement coordinators; non-sworn, full-time, civilian executive or command level members within a law enforcement agency who have personnel supervisory responsibility; non-sworn full-time law enforcement training directors; airport police chief executives; former active members retired from law enforcement; security officers of industrial organizations or public utilities and state or federally chartered FDIC member banking institutions who are actively engaged in security and investigative activities to such a degree that it requires the coordination and cooperation of law enforcement agencies in North Carolina. This category does not include personnel engaged in for-hire services such as merchant patrols, private detectives, security guards, and similar services. Associate membership shall be approved by the Executive Committee.

c. HONORARY MEMBERSHIP shall consist of those persons who have contributed to improving and advancing the Association or law enforcement profession. Nomination of persons for Honorary Membership shall be submitted by an Active or Associate Member to the Executive Committee for review and approval. The list of Honorary Members shall be reviewed annually by the Executive Committee to determine the continuation of membership.

d. LIFE MEMBERSHIP shall consist of those persons who have retired from law enforcement and were Active Members of the Association for a minimum of five years immediately preceding retirement and who have made a significant contribution to the Association. Significant contribution shall include but is not limited to serving as Association President, as a member of the Executive Committee, or any other Association member who, in the opinion of the Executive Committee, has contributed significantly to the benefit and growth of the Association. Life Members shall have all Active Members' rights and privileges except voting and holding office. Life Members shall be exempt from payment of dues. An Active Member shall submit consideration of persons for life membership to the Executive Committee for review and, if approved, nomination by a two-thirds vote of Active Members present at an Annual Meeting, the Association may elect such persons as are nominated by the Executive Committee for Life Membership.

SECTION 2. VOTING. Voting is limited to one vote per agency having an Active Membership in the Association.

### **ARTICLE III**

SECTION 1. The elected officers of this Association shall consist of a President, First Vice-President, Second Vice-President, Third Vice-President and Secretary-Treasurer who are Active Members of the Association. They shall be elected at the Annual Conference and shall assume their office at the conclusion of the Conference.

SECTION 2. The President shall be chosen from the eligible Vice-Presidents of the Association and the retiring President of the Association shall be ineligible to serve as President for a period of five years. The Vice-Presidents and the Secretary-Treasurer will be chosen from eligible Executive Committee members.

SECTION 3. Except for the office of Secretary-Treasurer, the term of office for the elected officers shall be one year from the date of election or until such time as their successors have been duly elected and qualified. The Secretary-Treasurer shall be elected for a term of four

years, and upon completion of their fourth year in office as Secretary-Treasurer, they shall ascend to the position of First Vice-President of the Association after being duly nominated and elected. Once every four years, when the Secretary-Treasurer ascends to the position of First Vice-President, the Second Vice-President, and the Third Vice-President shall remain in their respective offices for an additional year after being duly nominated and elected in accordance with this Constitution.

SECTION 4. Nominations for offices shall be made from the floor at the Annual Conference.

SECTION 5. If a vacancy occurs in any elected office other than the office of the President during the term of office, it shall be filled by the Executive Committee.

SECTION 6. A Sergeant-at-Arms shall be appointed annually by the incoming President.

SECTION 7. The President shall appoint a Parliamentarian to meet and serve with the President and Executive Committee in an advisory capacity.

SECTION 8. The Executive Committee shall appoint an Executive Director. As the governing body of the Association, the Executive Committee shall fix the contract conditions for services and the compensation for contractual services. It shall be responsible for the efficient discharge of the contracted services.

SECTION 9. The Executive Committee shall appoint a Training Director. As the governing body of the Association, the Executive Committee shall fix the conditions of the contract for services, the compensation for contractual services and shall be responsible for the efficient discharge of the contracted services. The Training Director is directed by the Executive Director.

## **ARTICLE IV**

### **DUTIES OF OFFICERS**

SECTION 1. **PRESIDENT.** The President shall preside at all meetings of the Association. In conducting meetings of the Association, their decision shall be final unless otherwise provided for by this Constitution. Their decision may be reversed by two-thirds vote of the membership present at the regular Annual Conference. They may appoint pro tem officers in cases of absentees. If, in the opinion of the President, with the approval of the Executive Committee, as occasions or circumstances shall warrant calling a special meeting, they shall have the authority to call such a meeting and shall notify the membership of the date, time and place of such special meeting and the purpose of same. It shall be their duty to approve the disbursement of any funds of the Association. The President shall be a member of all Committees.

SECTION 2. **VICE-PRESIDENT.** In cases of death, resignation, removal, suspension, inability to serve, or absence of the President, the Vice-Presidents shall serve as President in the order of rank.

SECTION 3. **SECRETARY-TREASURER.** The Secretary-Treasurer shall be elected for a period of four years. Upon completing their fourth year in office, they shall be eligible, after proper nomination and election, to ascend to the position of President of the Association. The Secretary-Treasurer is responsible for collecting all money and, with the approval of the President, is responsible for disbursing any necessary funds and accounting for such funds at all meetings of the Executive Committee and at the regular Annual Conference. The secretary-

treasurer is responsible for placing all unexpended money in a fund to the credit of the Association. The Secretary-Treasurer is responsible for keeping a correct record of all Association proceedings and filing all documents and minutes relating thereto.

**SECTION 4. SERGEANT-AT-ARMS.** The duty of the Sergeant-at-Arms shall maintain order at association meetings and may carry out any task deemed necessary at the President's lawful directions.

**SECTION 5. PARLIAMENTARIAN.** The Parliamentarian is an expert in rules of order and the procedures for the conduct of meetings. The Parliamentarian assists the association in the drafting and interpretation of bylaws and rules of order, and the planning and conduct of meetings.

## **ARTICLE V**

**SECTION 1. EXECUTIVE COMMITTEE.** The Executive Committee shall consist of the elected officers of the Association. In addition, there shall be twelve appointed members. The term of office of each appointed member shall be four years, and each President upon taking office shall appoint three members, one of whom shall be the retiring President, providing they are eligible. All Executive Committee members must be Active Members of the Association. The President shall act as the Chairman of the Executive Committee. The Executive Committee shall carry out the instructions of the membership and shall take all necessary steps to carry out the purposes of this Association.

**SECTION 2. OTHER COMMITTEES.** The President shall have the power to appoint such committees necessary to carry out matters for the best interest of the Association.

**SECTION 3. SPECIAL APPOINTMENTS** – As established pursuant to G.S. § 17C the North Carolina Criminal Justice Education and Training Standards Commission was established by the General Assembly to find that the administration of criminal justice is of statewide concern and that proper administration is important to the health, safety, and welfare of the people of the State and is of such nature as to require education and training of a professional nature. Furthermore, pursuant to G.S. § 17C-3(a)(2), the Association is responsible for appointing three individuals to serve as Commission members. The following shall be guidelines for appointment;

- a. The appointees shall hold office until July 1 of the year in which their respective terms expire and until their successors are appointed and qualified as provided hereafter;
- b. Members appointed to the commission shall serve a maximum of two terms as a commission member. (Terms are defined as 3-year appointments) The President shall appoint members for one three-year term. Upon completion of that term, the appointee may request in writing to serve a second term subject to the approval of the president. Unless the following, but not limited to occur:
  - a. During a term, if the member is appointed to an executive position on the commission, the president shall have the discretion to extend the member for an additional term.
  - b. If a vacancy occurs before the expiration of an individual's term, the President shall appoint a replacement.
- c. To be considered for appointment, a member must:
  - a. Be an active board member for at least three years.
  - b. Due to the time commitments of the appointment, a letter of endorsement from

your direct supervisor.

- c. Submit a letter of interest in the position to the President.
- d. If multiple members wish to be appointed for an opening, the President has final discretion on appointment selection, or they may appoint a committee to review interested individuals, and that committee may make a recommendation to the President

SECTION 4. VOTING ON EXIGENT MATTERS. When the President determines that the best interests of the membership will be served by calling for a vote on a matter of significant importance to the membership, and when such a vote cannot be delayed to poll the general membership, the President may call for a vote on the matter by polling all members of the Executive Committee. The matter shall be considered adopted if three-fourths of those polled vote in the affirmative. A vote failing to reach a three-fourths majority shall be considered defeated.

## ARTICLE VI

SECTION 1. There shall be an Annual Conference, as set by the President and the Executive Committee, during the months of June, July or August, at a place agreed upon by the Executive Committee at a previous meeting. Notice shall be given to the membership at least two weeks in advance. A quorum for the purpose of transacting business of the Association shall consist of twenty-five Active Members.

SECTION 2. The Executive Committee shall meet at the Annual Conference of the Association and at least three other times during the year, as called by the President, or seven members of the Committee. A majority of the Executive Committee shall constitute a quorum for the transaction of business. Notice of these meetings shall be given at least two weeks in advance. Executive Committee members are expected to attend all meetings of the Executive Committee. Appointed Executive Committee members who missed two or more meetings during the previous year will be evaluated by the President and the elected officers of the Association. This evaluation will be made following the election of officers at the Annual Conference and before the first scheduled Executive Committee meeting. Appointed Executive Committee Members who had two or more unexcused absences from Executive Committee meetings within the past year may be removed from the Executive Committee by a majority vote of the President and the elected officers of the Association. The President shall then appoint another Active Member of the Association to fill the unexpired term of the former Executive Committee member.

## ARTICLE VII

SECTION 1. AMENDING CONSTITUTION. In order that this Constitution be amended, two-thirds of the membership assembled must vote in favor of the proposed amendment after a notice of at least thirty days to the membership. Amendments may be proposed by the Executive Committee or by petition of fifteen percent of the Active Membership.

## BY-LAWS

SECTION 1. The yearly dues of this Association shall be determined annually by the Executive Committee.

- a. ACTIVE MEMBERSHIP. Two methods of dues payment are available for Active

Membership. Dues for Active Membership may be assessed to the law enforcement agency. The price of dues is based on the authorized number of sworn members within the agency. Agency sponsorship of its members enrolls all sworn personnel within the agency who qualify for Active Membership in Article II, Section 1 of the Constitution. Individual dues for membership are also available to those members who qualify for Active Membership but whose agency chooses not to take advantage of agency sponsorship. Regardless of method used for paying Active Membership dues, voting on all issues within this Association is governed by Article II, Section 2 of the Constitution.

- b. ASSOCIATE MEMBERSHIP. Dues for Associate Membership are included, when the department selects an Agency Membership. Individual dues for Associate Membership are available for employees whose agency does not choose to participate as a member agency.

SECTION 2. The Association's business order shall be as follows:

1. Calling the Association to order;
2. Roll call of the officers;
3. Reading of minutes of previous meeting;
4. Bills and communications;
5. Reports of the Executive Committee;
6. Reports of special committees;
7. Old business;
8. New business;
9. Nomination and election of officers;
10. Adjournment.

SECTION 3. There shall be the following standing committees, appointed by the President from the Active Membership (and may include members of the Executive Committee); a committee on training and standards to cooperate with existing training agencies, a legislative committee to consider proposed legislation affecting law enforcement, a resolutions committee to which proposed resolutions will be referred.

SECTION 4. In the event this Association should disband, all Association money shall be given to a non-profit law enforcement-related association with like or similar purposes, and in no case shall any Association money be given to or for the direct benefit of the individual.

## **POLICIES**

### **GIFTS AND MEMORIUMS** (Adopted April 21, 2011)

It is the policy of the Association that in recognition of special circumstances or achievement the Board may, by a three-fourth affirmative vote, grant a gift, monetary contribution or memorial to an individual or group of individuals who have provided exemplary service to the Association and to the furtherance of its mission.

Unless otherwise approved in a separate three-fourths affirmative vote by the Board the cost of this gift, contribution or memorial shall not exceed \$100.

### **SCHOLARSHIP AWARDS FOR DEPENDENTS OF MEMBERS KILLED IN LINE OF DUTY** (Adopted July 16, 2011)

An application for the Sonnie Simpson Scholarship from a dependent of an Association member killed in the line of duty shall receive priority consideration from the scholarship selection committee in the awarding of scholarship funds.

If the applicant in question meets all eligibility standards, is in good standing with his/her academic institution and has maintained a 2.5 grade point average over the past two academic grading periods, the applicant will be awarded a minimum of \$1,000 in scholarship funds if enrolled in a four-year institution or a minimum of \$500 if enrolled in a two-year institution.

The Board shall maintain the discretion to increase the available scholarship funds at any time to ensure that all worthy applicants receive a scholarship award.



