

NEW

LINESVILLE VOLUNTEER FIRE  
DEPARTMENT, INC.

BYLAWS

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**THE BYLAWS OF THE LINESVILLE FIRE DEPARTMENT, INC.**

**ARTICLE I NAME AND ADDRESS**

THE NAME AND ADDRESS OF THIS ORGANIZATION SHALL BE:

THE LINESVILLE VOLUNTEER FIRE DEPARTMENT, INC.  
200 PENN STREET  
PO BOX 55  
LINESVILLE, PA 16424

**ARTICLE II OBJECT**

**SECTION 1:** THE PURPOSE OF THIS NON-PROFIT CORPORATION SHALL BE TO PREVENT THE DESTRUCTION OF LIFE AND PROPERTY, TO RENDER AID AND ASSISTANCE IN ANY EMERGENCY, PROVIDE EMERGENCY AMBULANCE AND EMERGENCY CARE FOR THE SICK AND INJURED, IN THE DESIGNATED SERVICE AREA OF THE DEPARTMENT; TO ACT AS A VOLUNTEER FIRE DEPARTMENT AND TO HAVE, POSSESS, AND ENJOY ALL RIGHTS, BENEFITS, AND PRIVILEGES OF THE ACT OF ASSEMBLY, AUTHORIZING THIS ORGANIZATION AND NECESSARY EMERGENCY MEDICAL SERVICES.

**SECTION 2:** IT SHALL BE THE POLICY OF THE CORPORATION NOT TO DISCRIMINATE AGAINST ANY MEMBER OR PROPOSED MEMBER BASED ON THAT PERSON'S RACE, COLOR, CREED, RELIGION, NATIONAL ORIGIN, SEX, AGE, OR DISABILITY. IT SHALL ALSO MAKE EVERY REASONABLE EFFORT TO MAINTAIN ITS FACILITIES TO ACCOMMODATE THOSE PERSONS PHYSICALLY CHALLENGED BY DISABILITY.

**ARTICLE III LOCATION**

**SECTION 1:** THE PRIMARY CORPORATION FACILITIES SHALL BE LOCATED WITHIN THE BOROUGH OF LINESVILLE, COUNTY OF CRAWFORD, COMMONWEALTH OF PENNSYLVANIA.

## ARTICLE IV ACTIVE MEMBERSHIP

**SECTION 1:** THIS CORPORATION SHALL BE COMPOSED OF ACTIVE MEMBERS WHO WILL CARRY OUT THE PROVISIONS OF ARTICLE II OF THESE BYLAWS. ACTIVE MEMBERSHIP SHALL BE COMPOSED OF REGULAR ACTIVE; AND LIFE MEMBERS. THERE SHALL ALSO BE A CLASSIFICATION KNOWN AS PROBATIONARY MEMBERS WHO SHALL NOT BE ENTITLED TO VOTE AND WHO SHALL HAVE SUCH DESIGNATION DURING THE PERIOD OF THEIR PROBATION PRIOR TO BECOMING AN ACTIVE MEMBER.

**SECTION 2:** ANY INTERESTED PERSON MAY APPLY FOR ACTIVE MEMBERSHIP IN THE CORPORATION. THE CANDIDATE FOR ACTIVE MEMBERSHIP SHALL BE OF GOOD MORAL CHARACTER, OF LEGAL AGE, AND SHALL BE PERMITTED ACTIVE MEMBERSHIP IN THE CORPORATION CONTINGENT UPON THE REGULATIONS HEREINAFTER PROVIDED.

**SECTION 3:** APPLICATION FOR ACTIVE MEMBERSHIP SHALL BE MADE ON A REGULAR FORM TO THE SECRETARY. THE APPLICANT SHALL BE PROVIDED AN APPLICATION PACKET, WHICH SHALL INCLUDE AT A MINIMUM A CURRENT COPY OF THESE BYLAWS AND CURRENT STANDARD OPERATING PROCEDURES FOR FIRE AND AMBULANCE. THE APPLICATION SHALL BE PRESENTED TO THE MEMBERSHIP AT THE NEXT SCHEDULED REGULAR MEETING BY THE SECRETARY, AND A FAVORABLE TWO-THIRDS (2/3) VOTE FROM THE ACTIVE MEMBERSHIP PRESENT AT THE MEETING SHALL BE REQUIRED TO ACCEPT THE CANDIDATE INTO PROBATIONARY MEMBERSHIP.

**SECTION 4:** IF THE ACTIVE MEMBERSHIP REJECTS AN APPLICANT, THE SAME APPLICANT MAY REAPPLY FOR ACTIVE MEMBERSHIP AFTER SIX MONTHS.

**SECTION 5:** UPON ACCEPTANCE OF THE APPLICATION, SAID PROBATIONARY MEMBER SHALL BE ON PROBATION FOR A PERIOD OF 90 DAYS. DURING PROBATION, THE MEMBER SHALL BEGIN THE COURSE OF TRAINING RELEVANT TO THE MEMBER'S INTENDED AREA OF INVOLVEMENT IN THE DEPARTMENT. THE PROBATIONARY MEMBER SHALL PAY THE TOTAL COST OF THE TRAINING (CLASS FEE, BOOKS AND/OR SUPPLIES) TO BE REIMBURSED UPON ACCEPTANCE AS AN ACTIVE MEMBER IN GOOD STANDING. IF THE MEMBER DOES NOT ATTEND THE TRAINING OR DOES NOT COMPLETE THE TRAINING ALL COSTS INCURRED MUST

BE REIMBURSED TO THE DEPARTMENT. THE PRESIDENT AND FIRE CHIEF SHALL APPROVE THE COURSE OF INSTRUCTION.

UPON COMPLETION OF THE PROBATIONARY PERIOD, THE GENERAL MEMBERSHIP SHALL VOTE TO ADVANCE THE MEMBER TO FULL ACTIVE MEMBERSHIP, OR EXTEND PROBATION AT THREE MONTH INTERVALS, OR REJECT THE PERSON FROM MEMBERSHIP. A FAVORABLE TWO-THIRDS (2/3) VOTE OF THE ACTIVE MEMBERS PRESENT AT THE MEETING WHEN THE PERSON'S STATUS IS VOTED UPON SHALL DETERMINE THE STATUS OF THE PERSON. UPON ACCEPTANCE, THE MEMBER SHALL BE PROVIDED WITH THE COMBINATION TO THE DOORS OF THE BUILDING AND A MEMBERSHIP CARD SIGNED BY THE PRESIDENT AND SECRETARY OF THE CORPORATION.

**SECTION 6:** LIFE MEMBERSHIP IN THE CORPORATION SHALL BE BESTOWED UPON ANY ACTIVE MEMBER MEETING THE FOLLOWING CRITERIA:

- (a) TWENTY YEARS OF ACTIVE MEMBERSHIP IN THE CORPORATION, OR
- (b) TEN YEARS OF ACTIVE MEMBERSHIP, INCLUDING AT LEAST FIVE YEARS SERVICE TO THE CORPORATION IN AN ELECTED OR APPOINTED CAPACITY, OR
- (c) TEN YEARS SERVICE, WHEN AN ACTIVE MEMBER MUST CEASE ACTIVE MEMBERSHIP TO THE CORPORATION DUE TO PHYSICAL DISABILITY WHETHER OR NOT THE DISABILITY IS CAUSED BY PARTICIPATION IN A CORPORATION FUNCTION, OR
- (d) ANY TIME AN ACTIVE MEMBER IS DISABLED IN THE LINE OF DUTY OR IN THE EXECUTION OR PARTICIPATION IN A CORPORATION FUNCTION SANCTIONED BY THE APPROPRIATE OFFICER.

**SECTION 7:** A JUNIOR MEMBER IS A PERSON UNDER THE AGE OF 18 YEARS WHO WILL BECOME AN ACTIVE MEMBER UPON ATTAINING THE AGE OF 18 YEARS. JUNIOR MEMBERS MAY ATTEND MEETINGS AND PARTICIPATE IN DISCUSSIONS, BUT WILL HAVE NO VOTING PRIVILEGES.

## **ARTICLE V DUTIES AND PRIVILEGES OF MEMBERS**

**SECTION 1:** NO MEMBER SHALL RESPOND TO ANY CALL OR PARTICIPATE IN ANY TRAINING SESSION IF HE/SHE IS INCAPABLE OF SAFE PARTICIPATION ACCORDING TO STANDARD OPERATING PROCEDURES.

## **ARTICLE VI MEETINGS**

**SECTION 1:** THE REGULAR MEETINGS OF THE CORPORATION SHALL BE HELD ON THE FIRST THURSDAY OF EACH MONTH AT 7:15 PM (OR IMMEDIATELY FOLLOWING THE MEETING OF THE CORPORATION'S RELIEF ASSOCIATION).

**SECTION 2:** NO MEETINGS SHALL BE HELD ON ANY FEDERAL OR STATE RECOGNIZED HOLIDAY. IN THE EVENT THAT A REGULAR MEETING FALLS ON A HOLIDAY, THE MEETING WILL BE HELD THE FOLLOWING THURSDAY.

**SECTION 3:** TEN ACTIVE PERSONS EXCLUDING THE CHAIRPERSON SHALL CONSTITUTE A QUORUM.

**SECTION 4:** SPECIAL MEETINGS SHALL BE CALLED AT THE DISCRETION OF THE PRESIDENT, OR UPON WRITTEN REQUEST OF TEN ACTIVE MEMBERS. THE OBJECT OF SUCH SPECIAL MEETINGS SHALL BE DISTINCTLY SET FORTH IN SAID REQUEST AND IN THE NOTICE OF THE MEETING. NO OTHER MATTERS SHALL BE DISCUSSED EXCEPT THOSE SET FORTH IN THE REQUEST. THE NOTICE OF SPECIAL MEETING SHALL BE POSTED ON THE FIRE HALL BULLETIN BOARD AND PLACED IN A NEWSPAPER OF GENERAL CIRCULATION IN THE SERVICE AREA.

**SECTION 5:** ROBERTS RULES OF ORDER WILL GOVERN ALL MEETINGS AND PROCEEDINGS OF THE BYLAWS.

## **ARTICLE VII ELECTIONS AND APPOINTMENT OF OFFICERS**

**SECTION 1:** NOMINATIONS FOR OFFICE SHALL BE HELD AT THE NOVEMBER AND DECEMBER MEETINGS. ALL ELECTED OFFICERS OF THE CORPORATION SHALL BE ELECTED ANNUALLY IN DECEMBER AT THE REGULAR MEETING.

**SECTION 2:** THE TENURE OF OFFICE FOR ALL ELECTED OFFICERS SHALL BE TWO YEAR. ANY OFFICER MAY SUCCEED HIM/HERSELF WHEN DULY ELECTED.

**SECTION 3:** THE TENURE OF OFFICE FOR ALL ADVISORY BOARD REPRESENTATIVES SHALL BE TWO YEAR.

**SECTION 4:** ELECTED OFFICERS IN THIS CORPORATION SHALL INCLUDE: PRESIDENT, VICE PRESIDENT, SECRETARY, TREASURER, FIRE CHIEF, AND ADVISORY BOARD REPRESENTATIVES. NO MEMBER SHALL HOLD MORE THAN ONE ELECTED OFFICE AT A TIME. SEE DUTIES OF OFFICERS, ARTICLE IX, FOR ELIGIBILITY.

**SECTION 5:** ALL OFFICERS WILL ASSUME THEIR DUTIES AS OF THE FIRST REGULAR MEETING IN JANUARY OF EACH YEAR, UNDER NEW BUSINESS.

**SECTION 6:** IN THE EVENT ONLY ONE NOMINEE IS DULY PRESENTED FOR ANY OFFICE, THE PRESIDENT SHALL INSTRUCT THE SECRETARY TO CAST A UNANIMOUS BALLOR FOR THAT OFFICE.

**SECTION 7:** THE ELECTED FIRE CHIEF MAY APPOINT THREE ASSISTANT CHIEFS, TWO CAPTAINS, TWO LIEUTENANTS, AN AMBULANCE CAPTAIN, AND A TRAFFIC CONTROL CAPTIAN, WHO SHALL ACT AS OFFICER IN CHARGE ACCORDING TO RANK IN THE ABSENCE OF THE FIRE CHIEF. THE PRESIDENT MAY APPOINT AMBULANCE BILLING SECRETARIES AND HIPAA OFFICER.

**SECTION 8:** ALL OFFICES LISTED IN SECTION 4 OF THIS ARTICLE SHALL BE VOTED UPON ON A WRITTEN BALLOT. THE BALLOTS SHALL BE RETAINED FOR A PERIOD OF ONE YEAR FROM THE DATE OF ELECTION.

**SECTION 9:** IN THE EVENT AN ELECTED OFFICE BECOMES VACANT, NOMINATIONS WILL BE TAKEN FOR A REPLACEMENT AT THE NEXT REGULAR MEETING

IMMEDIATELY AFTER THE OFFICE BECOMES VACANT. A VOTE WILL BE TAKEN AT THE NEXT REGULAR MONTHLY MEETING FOR A REPLACEMENT. THE PRESIDENT SHALL APPOINT AN INTERIM OFFICER TO PERFORM THE DUTIES OF THE VACANT OFFICE UNTIL SUCH NOMINATIONS AND VOTE CAN TAKE PLACE. IN THE EVENT THAT THE PRESIDENT RESIGNS, THE VICE PRESIDENT SHALL FILL THAT OFFICE UNTIL SUCH NOMINATIONS AND VOTE CAN TAKE PLACE.

**SECTION 10:** ONLY THOSE PERSONS CONSIDERED ACTIVE MEMBERS AT THE TIME OF A VOTE SHALL BE ELIGIBLE TO VOTE.

#### **ARTICLE VIII COMMITTEES**

**SECTION 1:** COMMITTEES SHALL BE APPOINTED BY THE PRESIDENT FOR A SPECIFIC PURPOSE AND SHALL REMAIN IN EFFECT UNTIL THE PURPOSE IS FULFILLED, OR THE PRESIDENT RELEASES THE COMMITTEE.

**SECTION 2:** THE FIRST NAMED COMMITTEE PERSON SHALL BE CHAIRPERSON UNLESS OTHERWISE DESIGNATED BY THE PRESIDENT.

**SECTION 3:** ALL COMMITTEE CHAIRPERSONS SHOULD BE PREPARED TO REPORT THE RESULTS OF THEIR RESPECTIVE COMMITTEE EFFORTS AT EACH REGULAR MEETING.

#### **ARTICLE IX DUTIES OF OFFICERS**

**SECTION 1:** THE OFFICERS OF THIS CORPORATION SHALL BE PRESIDENT, VICE PRESIDENT, SECRETARY, TREASURER, AND FIRE CHIEF. ALL OFFICERS SHALL BE COMPLETELY FAMILIAR WITH THESE BYLAWS AND THEIR REQUIREMENTS.

(a) THE FIRE CHIEF SHALL RETAIN AUTHORITY OVER THE APPOINTED OFFICERS, FIREFIGHTERS, AND AMUBLANCE CAPTAIN.

**SECTION 2:** PRESIDENT – IT SHALL BE THE DUTY OF THE PRESIDENT TO PRESIDE AT ALL MEETINGS, PRESERVE ORDER, ENFORCDE THE BYLAWS, AND GENERALLY TO BE IN CHARGE OF THE BUISNESS AFFAIRS OF THE CORPORATION. ANY OFFICE THAT NEEDS TO BE FILLED AT THE MEETING SHALL BE AT THE DISCRETION OF THE

PRESIDENT. THE PRESIDENT SHALL APPOINT THE BILLING SECRETARY. ELIGIBILITY: ACTIVE MEMBER IN GOOD STANDING. MUST BE BONDABLE.

**SECTION 3:** VICE PRESIDENT – IT SHALL BE THE DUTY OF THE VICE PRESIDENT TO ASSIST THE PRESIDENT IN THE GENERAL ADMINISTRATION OF THE CORPORATION AND TO PERFORM THE DUTIES OF THE PRESIDENT IN THE PRESIDENT’S ABSENCE. ELIGIBILITY: ACTIVE MEMBER IN GOOD STANDING. MUST BE BONDABLE.

**SECTION 4:** SECRETARY – IT SHALL BE THE DUTY OF THE SECRETARY TO RECORD THE PROCEEDINGS AT ALL REGULAR MEMBERSHIP AND SPECIAL MEETINGS OF THE CORPORATION, AND HE/SHE SHALL MAINTAIN A LEGIBLE RECORD OF SAME. THE SECRETARY SHALL COLLECT ALL BILLS OF THE CORPORATION AND PRESENT THEM AT THE REGULAR MEETING FOR PAYMENT. THE SECRETARY SHALL KEEP A CURRENT FILE OF MEMBERS, LISTING DATES OF ACCEPTANCE TO MEMBERSHIP, EDUCATIONAL CERTIFICATIONS, AND OTHER PERTINENT NECESSARY DOCUMENTS. ELIGIBILITY: ACTIVE MEMBER IN GOOD STANDING. MUST BE BONDABLE.

**SECTION 5:** THE TREASURER SHALL RECEIVE ALL MONIES DUE THE CORPORATION THROUGH THE SECRETARY OR OTHERWISE. THE TREASURER SHALL, AT EACH MEETING, PREPARE AND SUBMIT TO THE PRESIDENT AND SECRETARY A WRITTEN REPORT OF THE FINANCIAL CONDITION OF THE CORPORATION. THE TREASURER SHALL PROMPTLY PAY ALL BILLS ORDERED PAID BY THE MEMBERSHIP AND THE ADVISORY BOARD. THE TREASURER SHALL BE EMPOWERED BY THE MEMBERSHIP AND ADVISORY BOARD TO PAY ALL BILLS UNDER \$500 WITHOUT THE PRIOR APPROVAL OF THE MEMBERSHIP. THE TREASURER SHALL KEEP ALL FINANCIAL RECORDS IN PROPER ORDER AND AVAILABLE FOR INSPECTION BY THE PRESIDENT, VICE PRESIDENT AND AUDITORS OF THE CORPORATION AT ANY TIME. ELIGIBILITY: ACTIVE MEMBER IN GOOD STANDING. MUST BE BONDABLE.

**SECTION 6:** FIRE CHIEF – THE FIRE CHIEF IS IN CHARGE AT ALL FIRE ALARMS WITHIN THE JURISDICTION OF THIS CORPORATION. THE FIRE CHIEF WILL OBEY AND UPHOLD ALL LAWS AND FIRE REGULATIONS OF THE COMMONWEALTH, BOROUGH, AND TOWNSHIPS. THE FIRE CHIEF WILL CONDUCT FIRE DRILLS AND PRACTICES WHEN PRACTICAL. THE FIRE CHIEF SHALL BE RESPONSIBLE FOR THE DEPARTMENT EQUIPMENT PERTAINING TO FIRE AND ITS MAINTENANCE. HE MAY, AS NECESSARY, DELEGATE CARE OF SOME OF THE EQUIPMENT TO OTHER RESPONSIBLE PARTIES. THE FIRE CHIEF SHALL REPORT AT EACH REGULAR

MEETING ALL FIRE ALARMS. THE FIRE CHIEF SHALL APPOINT ASSISTANTS, CAPTAINS, LIEUTENANTS AND A TRAFFIC CONTROL CAPTAIN UNDER THE FIRE CHIEF'S COMMAND. THE FIRE CHIEF SHALL APPROVE ALL MEMBERS WHO ARE QUALITIFIED TO OPERATE THE FIRE APPARATUS OWNED BY THE CORPORATION, AND SHALL BE EMPOWERED TO RESCIND THE EQUIPMENT OPERATING PRIVILEGES OF ANY MEMBER FOR JUST CAUSE. THE FIRE CHIEF SHALL ENSURE THAT ALL FIRE DEPARTMENT MEMBERS ARE PROVIDED WITH ADEQUATE SAFETY GEAR AND PROPER TRAINING IN APPROPRIATE AREAS OF INVOLVEMENT. ELIGIBILITY: ACTIVE MEMBER IN GOOD STANDING. CERTIFIED IN THE FOLLOWING: OPERATIONS LEVEL HAZMAT, ESSENTIALS IN FIREFIGHTING, FIRE ARSON INVESTIGATION, VEHICLE RESCUE, AND INCIDENT COMMAND. THESE CLASSES SHALL BE COUNTY OR STATE CERTIFIED.

**SECTION 7:** THE PRESIDENT, SECRETARY, TREASURER, AND FIRE CHIEF, ALONG WITH ANY OTHER INDIVIDUALS THESE PERSONS DEEM NECESSARY, SHALL SUBMIT A PROPOSED BUDGET TO THE MEMBERSHIP AND ADVISORY BOARD FOR THE NEXT ENSUING YEAR. THE PROPOSED BUDGET SHOULD BE SUBMITTED TO THE ADVISORY BOARD DURING THE MONTH OF APRIL OF EACH YEAR AND IN TIME FOR THE ADVISORY BOARD MEETING.

#### **ARITCLE X GRIEVANCE PROCEDURE**

**SECTION 1:** IN THE CASE OF ANY COMPLAINT, DISAGREEMENT, GRIEVANCE, ETC., EVERY EFFORT IS TO BE MADE BY THE PARTIES DIRECTLY INVOLVED TO RESOLVE THE ISSUE BETWEEN THEMSELVES.

**SECTION 2:** IF THE ISSUE CANNOT BE RESOLVED SATISFACTORILY BY THE PARTIES INVOLVED, THE PARTIES ARE TO SCHEDULE A MEETING WITH THE FIRE CHIEF AND PRESIDENT TO DISCUSS THE ISSUE OFFERING THEIR SUGGESTIONS FOR POSSIBLE RESOLUTION.

**SECTION 3:** IF THE ISSUE STILL CANNOT BE RESOLVED SATISFACTORILY, A MEETING WILL BE SCHEDULED WITH THE FIRE CHIEF, PRESIDENT, AND VICE PRESIDENT FOR DISCUSSION OF THE ISSUE WITH AIM TOWARD RESOLUTION.

## ARTICLE XI ADVISORY BOARD

**SECTION 1:** IT SHALL BE THE RESPONSIBILITY OF THE ADVISORY BOARD OF THIS CORPORATION TO:

- (a) APPROVE ALL EXPENDITURES IN EXCESS OF \$500; HOWEVER, THE GENERAL FINANCIAL AFFAIRS AND THE EXPENDITURE OF FUNDS OF THE CORPORATION SHALL BE LEFT TO THE MEMBERSHIP AND ITS OFFICERS. ANY EXPENDITURE OVER \$500 REQUIRES THREE QUOTES TO BE REVIEWED BY THE ADVISORY BOARD.
- (b) ADOPT A BUDGET IN APRIL OF EACH YEAR FOR THE NEXT ENSUING YEAR.
- (c) IT SHALL BE THE RESPONSIBILITY OF THE INDIVIDUAL MEMBERS OF THE ADVISORY BOARD TO REPORT TO THEIR RESPECTIVE MUNICIPALITIES ALL ITEMS OF INTEREST WITH REGARD TO THE ACTIVITIES OF THIS CORPORATION. THE FIRE DEPARTMENT REPRESENTATIVES SHALL REPORT AT EACH REGULAR MEETING OF THE MEMBERSHIP THE ACTIVITIES OF THE ADVISORY BOARD.
- (d) IF IT BECOMES APPARENT THAT ANY MEMBER OF THE ADVISORY BOARD IS NOT FULFILLING THEIR RESPONSIBILITIES AS OUTLINED ABOVE, THE ACTIVE MEMBERSHIP OF THE CORPORATION CAN HAVE THAT INDIVIDUAL REMOVED FROM THE ADVISORY BOARD AND REQUEST A REPLACEMENT FROM THE MUNICIPALITIES. IN THE EVENT THAT A FIRE DEPARTMENT REPRESENTATIVE IS REMOVED OR RESIGNS, HE/SHE SHALL BE REPLACED PURSUANT TO ARTICLE VII, SECTION 8.

**SECTION 2:** IN THE EVENT THAT EXPENDITURE REQUESTED BY THE CORPORATION IS DISAPPROVED BY THE ADVISORY BOARD, THE ADVISORY BOARD SHALL GIVE A REASON FOR SUCH DISAPPROVAL IN WRITING. SUCH WRITTEN DISAPPROVAL MUST BE GIVEN TO THE DEPARTMENT SECRETARY PRIOR TO THE NEXT SCHEDULED MEETING.

- (a) IN THE EVENT THE REASON GIVEN BY THE ADVISORY BOARD FOR DISAPPROVAL OF SAID EXPENDITURE IS DEEMED UNACCEPTABLE BY THE MEMBERSHIP, THE BOARD'S DECISION MAY BE OVERRULED BY A UNANIMOUS VOTE OF THE ACTIVE MEMBERSHIP PRESENT EITHER AT A REGULAR MEETING OR A SPECIAL MEETING CALLED FOR SAID PURPOSE.

**SECTION 3:** THE ADVISORY BOARD SHALL NOT AT ANY TIME FOR ANY REASON HAVE DIRECT ACCESS TO THE FUNDS OF THE CORPORATION, EITHER FOR EXPENDITURES WITHOUT PRIOR APPROVAL OF THE MEMBERSHIP, OR WITH THE INTENT OF "FREEZING" ANY OF THESE ASSETS MAKING THEM INACCESSIBLE TO THE MEMBERSHIP OF THE CORPORATION.

**SECTION 4:** FIVE INDIVIDUALS SHALL CONSTITUTE THE ADVISORY BOARD OF THE CORPORATION. MEMBERS SHALL CONSIST OF: ONE PERSON EACH FROM CONNEAUT TOWNSHIP AND PINE TOWNSHIP; ONE PERSON REPRESENTING THE BOROUGH OF LINESVILLE; THESE PERSONS SHALL BE APPOINTED BY THE GOVERNING BODY OF THE MUNICIPALITIES. TWO PERSONS ELECTED BY THE LINESVILLE FIRE DEPARTMENT. EACH MEMBER OF THE BOARD SHALL HAVE EQUAL VOICE AND VOTE IN MATTERS OF BOARD BUSINESS. NO ELECTED OFFICER OF THE CORPORATION SHALL BE A MEMBER OF THE ADVISORY BOARD. TWO MEMBERS OF THE ADVISORY BOARD SHALL CONSTITUTE A QUORUM.

#### **ARTICLE XII AMENDMENTS**

**SECTION 1:** NO ALTERATION OR AMENDMENT SHALL BE MADE TO THESE BYLAWS UNLESS PROPOSED IN WRITING BY FIVE ACTIVE MEMBERS OF THE CORPORATION.

**SECTION 2:** ANY AMENDMENTS OF THE BYLAWS SHALL REQUIRE A VOTE OF TWO-THIRDS OF THE MEMBERS PRESENT AT TWO CONSECUTIVE REGULAR MEETINGS.

**SECTION 3:** IF ANY INFORMATION IS NOTED IN THE RELIEF BYLAWS BUT NOT IN THE GENERAL BYLAWS, AND VICE VERSA, THE RELIEF BYLAWS WILL BE FOLLOWED.

### **ARTICLE XIII ORDER OF BUSINESS**

**SECTION 1:** REGULAR BUSINESS MEETINGS WILL BE CONDUCTED IN THE FOLLOWING MANNER:

- (a) CALL TO ORDER
- (b) SALUTE TO THE FLAG
- (c) ROLL CALL OR SIGN IN
- (d) READING AND APPROVAL OF MINUTES
- (e) TREASURER'S REPORT READING AND APPROVAL
- (f) PRESENTATION OF BILLS
- (g) REPORTS OF COMMITTEES AND DELEGATES
- (h) FIRE CHIEF REPORT
- (i) AMBULANCE CHIEF REPORT
- (j) FIRE POLICE CAPTAIN REPORT
- (k) MEMBERSHIP PROPOSITIONS
- (l) NOMINATING AND BALLOTING OF CANDIDATES
- (m) CORRESPONDENCE
- (n) OLD BUSINESS
- (o) NEW BUSINESS
- (p) GOOD OF THE ORDER
- (q) ADJOURNMENT

### **ARTICLE XIV SALE/DISSOLUTION**

**SECTION 1:** IN THE EVENT OF THE SALE OR DISSOLUTION OF THE CORPORATION, ANY AND ALL ASSETS AND/OR FUNDS REMAINING AFTER SETTLEMENT OF ANY AND ALL OUTSTANDING DEBT SHALL BE EVENLY DIVIDED BETWEEN THE FOLLOWING MUNICIPALITIES: CONNEAUT TOWNSHIP, PINE TOWNSHIP, AND LINESVILLE BOROUGH.

AMENDED 03/04/99  
AMENDED 10/04/01  
AMENDED 11/10/02  
AMENDED 12/12/13

Amended Date:

First Proposal Reading and Approval Date: 5/7/2020 ✓

Second Proposal Reading and Approval Date: 5/19/2020 ✓  
6/4/20 ✓