

Thomas Pangborn
Lodge No. 88
(Incorporated)
Hagerstown, MD 21740
Constitution
and
By-Laws

(Revised 2007)

(Reviewed 2016)

PREAMBLE

Whereas by association, we have facility of mutual interchange of thought, information and the experience of each becomes common to all, which always results in a higher development of our intellectual, moral and social awareness, and enables us to share in the gains and honors of advancing civilizations.

Therefore, we the members of the Thomas Pangborn Lodge #88, Fraternal Order of Police, Inc., Hagerstown, Maryland, believe that in the best interest of all our members, we hereby unite under the name of the Fraternal Order of Police, Inc., and believing that intelligence, industry and normal worth are the true standards of greatness, do hereby pledge ourselves to use all honorable means to promote sociability and fraternity among the members of this order.

The Fraternal Order of Police, Inc., is an organization for police officers, managed by police officers, both active and retired, who are or who been engaged in law enforcement for a Federal, State, County, City, Town or Municipal law enforcement agency.

ORDER OF BUSINESS

CALL TO ORDER
ROLL CALL OF OFFICERS & MEMBERS
READING OF THE MINUTES OF THE PREVIOUS MEETING
PROPOSITION FOR MEMBERSHIP
BALLOTING FOR CANDIDATES
INITIATION OF CANDIDATES
REPORTS OF COMMITTEE'S
READING OF BILLS AND COMMUNICATIONS
UNFINISHED BUSINESS
NEW BUSINESS
NOMINATION OF OFFICERS
ELECTION OF OFFICERS
INSTALLATION OF OFFICERS
TREASURER'S REPORT
BROTHER/SISTER SICK OR IN DISTRESS
DEBATE FOR THE GOOD OF THE ORDER
ADJOURNEMENT OF MEETING/CONSTITUTION

INDEX
Constitution

ARTICLE I: Organization Name
ARTICLE II: Goals and Objectives
ARTICLE III: Officers

ARTICLE IV: Membership
ARTICLE V: Constitution Adoption
ARTICLE VI: Amendments

ByLaws

ARTICLE I: Officer and Committee Duties
ARTICLE II: Membership, Reinstatement, Retirement

ARTICLE III: Meetings
ARTICLE IV: Nominations and Election of Officers

ARTICLE V: Judges of Elections
ARTICLE VI: Dues

ARTICLE VII: Death Benefits
ARTICLE VIII: Funds and Clubhouse
Chairpersons
ARTICLE IX: Benefits
ARTICLE X: Charges Against
Member

ARTICLE XI: Legal Reimbursement
ARTICLE XII: ByLaw Changes
ARTICLE XIII: Clubhouse Facility Use

CONSTITUTION

ARTICLE I

NAME

SECTION 1: This organization shall be known as the THOMAS PANGBORN LODGE #88, INC., a subordinate lodge of the National and State Lodges, Fraternal Order of Police.

ARTICLE II

OBJECTIVES

SECTION 1: The Lodge is formed for the purpose of bettering existing conditions for police officers. For advancing social and educational undertakings and cooperation among police officers and to provide for and maintain a fund for the support and burial of its members.

SECTION 2: The Lodge is strictly non-sectarian and shall have no affiliation, either directly or indirectly, with any labor union, congress, federation or committee of a like nature or similar organization by any name, except in the areas of collective bargaining for benefits and political endorsements and shall not strike or by concerted action cause the cessation of the performance of police duties or induce others members to do likewise. The penalty for such action by any member shall be immediate expulsion from the Lodge.

ARTICLE III

OFFICERS

SECTION 1: The officers of this Lodge shall consist of a President, Past President, Vice President, Secretary, Treasurer, Assistant Treasurer, Conductor and Chaplin who shall be elected annually.

SECTION 2: These officers will also act and serve as a Board of Directors of the Lodge.

SECTION 2A: The Board of Directors will meet monthly and conduct the business of the Lodge.

ARTICLE IV MEMBERSHIP

SECTION 1: Race, creed or sex shall be no bar to membership in this Lodge.

SECTION 2: There shall be three (3) classes of memberships:

1. Active Membership
2. Associate Membership
3. Honorary Membership

Honorary Membership will consist of paper certificates only and be given selectively to persons deserving the honor.

SECTION 3: Active Membership shall be defined as any regularly appointed or sworn, FULL TIME Law Enforcement Officer, with arrest powers, currently working in Washington County. Any member in good standing in Thomas Pangborn Lodge #88 who gets a job related transfer out of Washington County, Maryland, shall maintain membership in this Lodge as long as their annual dues are paid. Active membership shall also include any retired member of this Lodge who has retired from their employer and meets the requirements for retirement as outlined in Article II (Bylaws)-(Membership-Reinstatement-Retirement), Sections 4 & 5.

SECTION 4: Associate Membership shall be defined as any responsible citizen, with no criminal record, and upon the recommendation of at least one (1) active member in good standing in the Lodge, who shall contribute twenty dollars (\$20.00), and receive the approval of the membership of the Lodge, shall be enrolled as an Associate member of the Lodge. Five dollars (\$5.00) of this contribution shall go to the Lodge Death Benefit Fund.

SECTION 5: Associate members shall, thereafter, pay an annual fee of fifteen dollars (\$15.00), whereupon an annual membership card shall be issued to such member.

SECTION 6: Any Associate member convicted of a criminal offense or who shows disloyalty or disrespect to this Lodge or any of it's members, by actions or conversations, as judged by the membership shall have their membership in Lodge 88 revoked". shall forfeit their rights in this Lodge and shall have their membership revoked.

SECTION 7: Associate membership cards shall only be issued by the Treasurer and/or the Assistant Treasurer and only after the proposed member has been investigated and approved by the active members.

ARTICLE V
CONSTITUTION ADOPTION

SECTION 1: The Constitution of the National and State Lodges of the Fraternal Order of Police is adopted, ratified and made part of the Constitution of the Thomas Pangborn Lodge #88, Inc.

ARTICLE VI
AMENDMENTS

SECTION 1: The Constitution of this Lodge can be amended only after the proposed amendments have been submitted in writing and signed by at least three (3) active members in good standing. The proposed amendments will be presented to the chairperson of the Constitution and ByLaws Committee. Once the proposed changes are presented, they will be posted on the bulletin board in the meeting room. All constitution amendments will be read and voted on once a year. The first reading of all amendments will be on the second regular meeting in November. The second reading and vote will be on the first regular meeting in December. If two thirds (2/3) of the membership present vote in favor of adoption, the amendment(s) shall become a part of the lodge's Constitution.

BYLAWS

ARTICLE 1 PRESIDENT

SECTION 1: The President shall preside at all meetings. The President shall act and serve as chairperson of the Board of Directors. The President shall appoint one half (1/2) of all committees and upon application of seven (7) members in good standing in the Lodge, call a special meeting. The President shall be an ex-officio member of all committees and perform all other duties required of this office. The President shall attend all National and State conventions as the Chief Delegate of this Lodge. The President shall receive compensation in the amount of one thousand two hundred fifty (\$1,250) dollars annually, for services rendered.

PAST PRESIDENT

SECTION 2: The Past President shall be a member of the Board of Directors and assist the President and the Board of Directors in the performance of their respective duties and shall execute such assignments as may be ordered by them.

VICE PRESIDENT

SECTION 3: The Vice President, in the absence of the President, shall perform all the duties required of the President. The Vice President shall appoint one half (1/2) of all committees. The Vice President shall also serve as a member of the Board of Directors. The Vice President shall receive compensation in the amount of seven hundred fifty (\$750.00) dollars annually, for services rendered.

SECRETARY

SECTION 4: The Secretary shall keep a true, full and correct record of the proceedings of all meetings of the lodge, in a book provided for that purpose, and post a copy in the lodge meeting room. The Secretary shall call the roll of Lodge Officers, give notice to all applicants for membership of their acceptance or rejection and notify the members of all special meetings called. Retired members will be notified by mail or phone of all postponements, special meetings, etc. The Secretary shall answer all communications addressed to the Lodge, preserve all papers and records relating to his office for a period of three (3) years. The Secretary shall, when so required by the Lodge, deliver all papers and records and all other property in his possession belonging to the Lodge, to his successor in office or a duly authorized committee of the Lodge. The Secretary shall receive compensation in the amount of one thousand two hundred fifty (\$1,250) dollars annually, for services rendered.

TREASURER

SECTION 5: The Treasurer shall receive all monies due the Lodge. The Treasurer shall keep a correct account between the Lodge and its members. The Treasurer shall, at the annual meeting, and at other times so required by the Lodge, make a report of the financial condition of the lodge. He will post a monthly financial report in the lodge meeting room for the inspection by the membership. The Treasurer shall keep his books, accounts and records at all times ready for inspection by a duly appointed auditing body.

The Treasurer shall pay all orders drawn on him by the Lodge, when authorized by the President and shall keep a correct account of all monies received by him/her and have the account ready for audit and settlement at the close of each year or when so directed by the Lodge. The Treasurer shall deliver to his/her successor, or to a duly authorized committee of the Lodge, all monies, books, accounts and records and all other property of the Lodge in his possession. All bills charging the Lodge will be in triplicate. One (1) copy to be returned with payment; One (1) copy to remain with the records of the Treasurer; and, one (1) copy to be retained in a file at the Lodge for inspection by the membership. All bills submitted and all payments made are to be itemized and will show all Income and Expenses. All committees will be responsible for filing itemized bills and receipts for Lodge functions, with the Treasurer. The Treasurer shall receive compensation in the amount of one thousand two hundred fifty (\$1,250) dollars annually, for services rendered.

ASSISTANT TREASURER

SECTION 5A; The Assistant Treasurer shall perform the duties normally performed by the Treasurer if it is determined by the membership that the Treasurer is incapacitated, incapable or incompetent and if this be the case, the Treasurer shall be relieved of his duties and shall surrender all the records, monies, books, papers, vouchers and all other property of the Lodge to the Assistant Treasurer immediately. The Assistant Treasurer will replace the Treasurer for any offense committed by the Treasurer which is listed in Article XII of the By-Laws of this Lodge. The Assistant Treasurer will also perform duties as directed by the Treasurer. The Assistant Treasurer shall receive compensation in the amount of five hundred (\$500) dollars annually, for services rendered.

CONDUCTOR

SECTION 6: The Conductor shall see that all members in attendance are members in good standing and require the password from said members in order to remain in the Lodge meeting room. The Conductor shall report the membership status to the President. This shall be done immediately after the meeting is called to order.

CHAPLIN

SECTION 7: The Chaplin shall officiate at the grave of a deceased member, whenever the Lodge attends the viewing/funeral as a body; and, conduct the ceremony provided by the Grand Lodge. The Chaplin shall also report on the welfare of members of the Lodge who are sick, in distress or deceased and shall attend to the cards, fruit baskets and floral arrangements of those members. It will also be the responsibility of the Chaplin, in the case of the passing of a retired member, to make a timely notification to the Head of the Agency where the deceased was employed. The Chaplin will be compensated in the amount of four hundred fifty (\$450) dollars annually for services rendered; and, will be compensated , annually, for mileage at the current government rate.

STATE TRUSTEE

SECTION 8: There shall be one (1) State Trustee elected to represent this Lodge at all State Board Meetings and State Conventions, whose expense while attending these conventions shall be fixed and paid by the State Lodge or the Lodge he represents. The term of office for the State Trustee shall be two (2) years.

SPECIAL COMMITTEE

SECTION 9: Special Committees can be appointed by the President and Vice President at any time when requested by the membership and in their judgment it is necessary to do so. Any member appointed to a committee must have attended at least six (6) meetings within the last twelve (12) months. In the event that the required number of meetings has not been met or no one wishes to accept the appointment, the Board Of Directors will serve as the committee. All committee openings, except emergency situations, shall be posted in the meeting room one (1) month prior to their appointment, to give all interested members the opportunity to submit their names for consideration. Any member may excuse themselves from serving on a committee.

SECTION 10: The Constitution and By-Laws Committee shall consist of the Secretary, and two (2) other members in good standing. One to be appointed by the President and one to be appointed by the Vice President. Their duties shall consist of receiving any and all Constitution and ByLaw changes and checking the accuracy as to the correct section and wording of the requested changes. The Chairman of the committee, who will be selected by the President, shall post any and all requested changes, in the meeting room, at least one (1) month prior to the first reading. The Chairman will read any and all requested changes at the second (2nd) regular meeting in November and again at the first (1st) regular meeting in December when a vote will be taken on all requested changes.

ARTICLE II MEMBERSHIP

SECTION 1: Race, creed or sex shall not be a deterrent to membership in this Lodge.

SECTION 2: There shall be three (3) classes of membership:

1. Active
2. Associate
3. Honorary

SECTION 3: Any regularly appointed and confirmed Law Enforcement Officer currently working in Washington County, with powers of arrest, shall be eligible for Active Membership in this Lodge provided that said Law Enforcement Officer shall have served their Agency for one (1) year continuously, prior to their application for membership. If a member should then be transferred out of Washington County as part of their job, but still reside in Washington County, they may remain a member of this Lodge. Active membership shall also include any retired member of this Lodge who has retired from their Agency and meets the requirements for retirement as outlined in Article IV (Reinstatement), Sections 4 & 5.

SECTION 3A: An applicant for Active membership must be present at a regular meeting of the Lodge and make verbal request for an application. No application for Active membership can or will be mailed or carried to an applicant.

SECTION 4: All applications for membership in this Lodge shall be submitted in writing, along with their initiation fee of fifty (50) dollars, which will cover their first (1st) year's dues. Such applicant shall be recommended by members in good standing of this Lodge.

SECTION 5: The application shall be referred to the membership at the next regular meeting and accepted as a new member by a majority vote of members present. Should the applicant be rejected for membership, the applicant cannot reapply for membership for a period of one (1) year. His initiation fee of fifty (50) dollars will be returned at this time.

SECTION 6: No applicant can be voted on at the same meeting that their application is accepted and shall not be initiated at the same meeting that he/she are voted on and accepted. Initiation of new members shall be performed on the first (1st) regular meeting of the month.

SECTION 7: Any member who resigns or is terminated from employment as a sworn Law Enforcement Officer, ceases to be a member in good standing of the Thomas Pangborn Lodge #88 and therefore loses all rights and benefits offered by the Thomas Pangborn Lodge #88 on the day of resignation or termination.

SECTION 7A: Any member in good standing of Thomas Pangborn Lodge #88 who gets a job related transfer out of Washington County, shall maintain membership in this Lodge as long as their annual dues are paid.

SECTION 7B: Any sworn Law Enforcement Officer who lives and works in a County other than Washington County, shall be denied active membership in the Thomas Pangborn Lodge #88.

SECTION 7C: A new active member must complete eight (8) hours of service to the Lodge within one (1) year of being sworn into the Lodge to retain their membership.

REINSTATEMENT AND RETIREMENT

SECTION 1: Any member who is suspended from membership in the Lodge for non-payment of dues, may be reinstated at any time after payment of all dues in arrears, up to a maximum of three (3) years and payment of one (1) years dues in advance.

SECTION 2: There will be no reinstatement of an active member charged and convicted of any section under Article XII of these ByLaws.

SECTION 3: When an active member retires from a Law Enforcement Agency, a "Recognition of Service" gift shall be purchased by a committee appointed by the President. Said gift for the retiring member shall not exceed two hundred (\$200) dollars. The gift will be presented at a banquet in their honor. Banquet notices shall be posted by the banquet committee for all members to see.

SECTION 4: For a member of this Lodge to be eligible for any retirement benefits from the Lodge, the retiring member must have been a member in good standing for ten (10) consecutive years prior to their retirement.

SECTION 5: A member may be eligible for retirement benefits from the Lodge without having established the required ten (10) years of membership if the member was injured and unable to continue their duties as a Law Enforcement Officer in Washington County and retired under their employer's retirement system.

SECTION 6: Any member wanting to retire under Section 5 will have to have their case reviewed by the Lodge. The President and Vice President will appoint a three (3) member committee to investigate the member's eligibility. When the investigation is complete, the committee will report to the next regularly scheduled meeting and the majority of members present will either approve or disapprove the member's eligibility.

SECTION 7: If a Retired member returns to the Law Enforcement profession as a Law Enforcement Officer in Washington County, they will no longer be considered a retired member of the Lodge. If the member should retire again from the subsequent employer, the member will not be eligible for a second retirement benefit package but will resume their benefits established under their first retirement.

ARTICLE III MEETINGS

SECTION 1: The regular meetings of the Lodge shall be held on the first (1st) and third (3rd) Wednesday of each month. All regular meetings of this Lodge shall commence at 7 PM.

ARTICLE IV
NOMINATION AND ELECTION OF OFFICERS,
DELEGATES AND ALTERNATES

SECTION 1: Any active member in good standing for a period of one (1) year or more shall be eligible to hold office in this Lodge, provided said member has attended at least six (6) meetings during the twelve (12) month period beginning the first (1st) day of December and ending on the thirtieth (30th) day of the following November. Nominees for delegates and alternates must also have six (6) meetings within the time period stated above.

SECTION 2: Nomination of officers, delegates and alternates to the State and National convention shall be held annually, at the second (2nd) meeting in November and the first (1st) meeting in December.

SECTION 3: A member must be present at the meeting when their name is presented for nomination, unless they are under subpoena, on regularly scheduled duty assignment or due to illness. The use of stickers or write-in nominations on the ballot will not be permitted.

SECTION 4: The election of Officers, Delegates and alternates to the National and State Conventions shall take place between the Thursday following the first (1st) regular meeting in December and the second (2nd) regular meeting in December. The results of the election to be announced at the second (2nd) regular meeting in December. All candidates are to be elected by ballot and those receiving the highest vote count for the respective offices, shall be declared elected. There may be five (5) state lodge delegates elected as provided for by the Constitution and By-Laws of the Maryland State Lodge, Fraternal Order of Police. The delegates will be elected for a period of one (1) year. There may be one (1) elected alternate delegate. According to the Constitution and ByLaws of the Maryland State Lodge, Fraternal Order of Police, each subordinate lodge may send one (1) delegate for every fifty (50) members of said subordinate lodge.

SECTION 5: The newly elected officers shall be installed in office and assume their respective duties at the first regular meeting in January, unless the election is protested. Any Past President or the retiring President shall install the newly elected officers. If one or more of the newly elected officers are absent, they shall be installed at the next regular meeting. If the newly elected officer is absent for three consecutive meetings, the office shall be declared vacant.

SECTION 6: Whenever a vacancy occurs in any of the elected offices of this Lodge, the President shall fill such vacancy by appointment, with the approval of the membership, until the next scheduled election of Officers.

ARTICLE V JUDGES OF ELECTIONS

SECTION 1: Judges of elections shall be appointed by the President and Vice President.

SECTION 2: At all elections of officers, the ballot box shall be placed in full view of the membership. The election shall be conducted by three (3) judges, two (2) to be appointed by the President and one (1) to be appointed by the Vice President. These appointments will be made at the first regular meeting in December. None of the judges can be a candidate for office. One of the judges, at the close of the polls, shall examine each ballot, verify its legitimacy and pass the ballot to his associate who shall read the names checked or marked thereon and the remaining judge shall tally the count on a tally sheet. This tally sheet shall be signed by the judges and returned to the Secretary, who shall announce the results of the election to the membership at the next regular meeting.

SECTION 3: The judges shall open the polls for the casting of ballots at a time set forth by the President and Vice President, in order that all members, especially those on shift work, will have ample time to cast their ballot. The voting will take place at the Lodge. One judge shall write down the name of the member voting when he is given a ballot and then check his name on a current active roster when he returns the completed ballot. Members must show a paid-up dues card in order to cast a vote.

ARTICLE VI

DUES

SECTION 1: The Dues of all active working members shall be fifty (\$50) dollars per year and shall be due and payable before the first (1st) regular meeting in March of each year. Ten (\$10) dollars of each members dues shall be deposited in the Death Benefit Fund.

SECTION 2: A member paying their dues in cash shall be given a receipt by the Treasurer, if so requested. Dues paid by check will serve as a receipt.

SECTION 3: There shall be two (2) classes of retired members:

Retired Active

Retired Non-active

Retired active members dues shall be thirty (\$30) dollars per year. Retired active members shall be entitled to all rights and benefits afforded active members. Active Retired Members shall be carried on the National Lodge rolls as active members and the Lodge shall pay their annual per-capita fee.

Retired non-active members shall have none of the rights or benefits afforded retired active members. Retired non-active members may attend any regular meeting of the Lodge but may not participate in any discussion or vote on any issue.

SECTION 4: If any member shall neglect to pay their dues, they shall be suspended from membership in the Lodge. They shall be excluded from meetings and forfeit their rights to any benefits the Lodge may offer. The member who is in arrears will be notified by the Secretary that failure to pay dues by the next regular meeting, following such notice, will result in suspension from the Lodge and loss of all rights and benefits.

**ARTICLE VII
DEATH BENEFITS**

SECTION 1: Any active member of this Lodge, in good standing, shall be entitled to a one thousand, five hundred dollar (\$1,500.00) Death Benefit. This Benefit may be used by either the member in good standing, upon the death of his or her spouse or by the documented beneficiary, upon the death of the member in good standing. The Benefit (\$1,500.00) may only be used ONCE upon the death of either the Member or his spouse.

SECTION 2: Every member shall designate their beneficiaries, in writing, to the Lodge Secretary.

**ARTICLE VIII
FUNDS AND CLUBHOUSE CHAIRMEN**

SECTION 1: There will be no division of funds of Thomas Pangborn Lodge #88, Fraternal Order of Police, Inc.

SECTION 2: No funds of the Thomas Pangborn Lodge #88, Fraternal Order of Police Inc., will be loaned to any member or non-member for any purpose whatsoever.

SECTION 3: The Treasurer, Secretary and President (these three jointly), may between regular meetings, approve payment of bills by the Treasurer.

SECTION 4: No real estate or other property with a value of over Three Thousand (\$3,000) Dollars, owned by the Thomas Pangborn Lodge #88, Fraternal Order of Police, Inc., shall be sold or disposed of unless voted on and approved by two thirds (2/3) of the active membership.

SECTION 5: The use of the clubhouse, available to all FOP Lodge 88 members in good standing, will be on a first come first serve basis. Members will have preference over all other requests. Reservations can be made with the inside clubhouse chairman and same will be posted in the Lodge's General Room. Any member reserving the clubhouse shall be present during the function and said member will be responsible for the condition of the clubhouse and grounds when the function is over.

SECTION 6: The President shall appoint two (2) Clubhouse Chairmen:

Inside clubhouse chairman

Outside clubhouse chairman

Appointments are to be made no later than February 15th of each year.

The inside clubhouse chairman is mainly responsible for the Lodge building. The inside clubhouse chairman will be compensated in the amount of six hundred fifty (\$650) dollars annually, for services rendered. The following duties and responsibilities will be performed by the Inside Clubhouse Chairman:

Maintain furnace and air conditioner

Maintain kitchen and all appliances and utensils

Maintain meeting room in good order

Maintain large room, TV room and equipment in same

Maintain cleanliness of the restrooms

Maintain supplies needed for proper operation of the building

Keep a record of all clubhouse reservations and post same

Check condition of clubhouse within 24 hours of a function

Assist Outside Clubhouse Chairman when requested

Any other duties required to maintain the clubhouse in good condition

The outside clubhouse chairman is mainly responsible for the grounds, pavilion and other outside buildings. The outside clubhouse chairman will be compensated in the amount of one thousand two hundred fifty (\$1,250) dollars annually, for services rendered. The following duties and responsibilities will be performed by the Outside Clubhouse Chairperson:

Keep septic system free and clear

Maintain and repair exterior of clubhouse

Maintain and repair pavilion and all outside buildings

Trim trees, bushes and shrubs where and when necessary

Mow the lawn

Upkeep of the water system

Assist inside clubhouse chairman when requested

It will be the duty and responsibility of both appointees to maintain the buildings and grounds in good condition. Termination for cause, of either clubhouse chairman will only be after a vote by the membership. Any payment or repayment of compensation shall be pro-rated on work completed or month of the year. Expenses for maintenance shall be in compliance with Article IX, Section 8 of these By-Laws. Both clubhouse chairmen will perform any other duties pertaining to the exterior or interior of the property as directed by the Board of Directors.

SECTION 7: Any repairs needed for the property or equipment belonging to the Lodge costing more than one thousand (\$1,000) dollars, will be reason to call a special meeting by the President. Repairs costing more than one thousand (\$1,000) dollars will be voted on by those members present.

SECTION 8: An annual inventory will be made of all capitol equipment belonging to the Lodge. The President shall request a report listing all equipment by the first meeting in October of each year. This inventory shall be prepared by the individual clubhouse chairmen.

ARTICLE IX

BENEFITS

SECTION 1: Benefits are personal rights of the members and not payable to legal representatives or the member's estate or assignable or subject to attachment for debt.

SECTION 2: Changes of beneficiaries can be made at any time, in writing, to the Treasurer or can be made verbally to three active members, if time does not allow a written request.

ARTICLE X

CHARGES AGAINST A MEMBER

SECTION 1: Charges may be entered against any Officer or member of the Lodge who violates any of the laws and regulations of the Lodge.

1. Improper conduct
2. Discharge from any police force, provided such discharge is not set aside or reversed by law
3. Resignation from a police force after charges have been preferred and while such charges remain undetermined
4. Neglect of duty or breach of trust in the performance of any duty as an Officer or member of this Lodge or the rules and regulations of the Lodge
5. Conduct unbecoming a police officer or violation of the laws, rules and regulations of any police force in Maryland
6. The commission act forbidden by laws of the Lodge or the State or National Lodge.
7. The willful neglect to perform any act or duty enjoined by the laws of the Lodge or the State or National Lodge
8. The commission of any fraud against the Lodge or any of the members thereof, to obtain benefits or assistance
9. Participation in the illegal distribution of funds or property of the Lodge
10. Embezzlement of Lodge funds
11. Who exploits or deceives the general public for personal gain to the embarrassment of fellow officers of the Fraternal Order of Police, Inc.
12. The willful attempt or threat or conspiracy to disturb and disorganize the Lodge

SECTION 2: Charges must be certain and definite. The specifications of the charges shall be set forth with reasonable clarity and accuracy. Particularly, the act or acts committed by the accused, which are a violation of this Lodge, the State or National Lodge. The charges must be in triplicate and signed by the accuser in the presence of two (2) witnesses.

SECTION 3: Charges against a member must be in writing and may be preferred by any member or members of this Lodge.

SECTION 4: A copy of the charges shall be served upon the accused at least ten (10) days before the meeting in which they shall be presented and any written notice of any continuance of actions on such charges shall be given to the accused in the presence of two (2) witnesses.

SECTION 5: The accused shall have the right to demand a hearing by giving written notice thereof to the Secretary. If the accused does not request a hearing, the Lodge may proceed *ex parte*, to a determination of the charges preferred by the accuser. If the accused requests a hearing and has given written notice thereof to the Secretary, the President shall thereupon appoint one (1) member of the Lodge to act as Judge, who shall meet with two (2) other members of the Lodge, one (1) appointed by the accuser and one (1) appointed by the accused, whose duty it shall be to hear all witnesses called by the accuser and by the accused, and report their findings to the next regular meeting of the Lodge after taking all of the testimony of such witnesses shall have concluded. When action thereon may be had by the Lodge, the accused shall be given permission to be present with his counsel. Before the Lodge proceeds to a determination of the report, the accuser, the accused and his counsel shall leave the Lodge room.

SECTION 6: Notice to the accused be either by delivery of the communication personally to the accused by a member of the committee, or by leaving it at their residence with an adult member of their family, or by mailing to the last known address of the accused as shown on the book of record in the Lodge.

SECTION 7: The trial committee shall keep a full, true, correct and accurate record of the proceedings had before it. The record must show the following:

1. The date and place of such meeting
2. The name of the committee members and of the parties present
3. The charges and specifications and the answers of the accused thereof
4. All points raised and the decisions thereon
5. The exceptions or objections taken or made by either party in such decisions
6. Parole evidence by question and answer in full and such questions and answers shall be subscribed to the witness
7. All documentary evidence present
8. Decisions of the committee upon each specific charge
9. Charges referred to the committee cannot be amended by the accuser by introducing new specifications not contained in the original charges. Supplemental charges must be preferred in the Lodge and referred to the committee
10. Suspension or expulsion shall be by vote of a majority of the members of the Lodge in good standing, present at the time of the charges are considered either at a regular meeting of the Lodge or at a special meeting of the Lodge called for that purpose
11. All proceedings shall be tape recorded for the record

ARTICLE XI
LEGAL REIMBURSEMENT

SECTION 1: Any member requesting funds to use for the purpose of legal reimbursement sustained by that member in a criminal proceeding shall come before a regularly scheduled meeting in person and request reimbursement for their expense.

SECTION 2: The requestor will provide the following to the members present at a regularly scheduled meeting and meet the following requirements:

1. Must be a member in good standing before financial or any other type of assistance is rendered by the Lodge.
2. Must be a member in good standing at the time of the incident for which assistance is requested.
3. Prior to any assistance being rendered a member at the Lodge, a personal, detailed, written summation of the incident in question, for which assistance is requested, will be provided to the Board of Directors to be used before the membership at a regular meeting.
4. A legal decree or record showing the requester be Not Guilty.
5. Record indicating requester's expenses incurred.

SECTION 3: Five percent (5%) of all gross proceeds from the fundraisers to benefit the Fraternal Order of Police will be deposited in an interest bearing bank account entitled Thomas Pangborn Lodge #88 Legal Defense Fund, to be used by any active member in good standing for attorney's fees associated with job related charges. A committee would be appointed to investigate each request.

SECTION 4: The Legal Defense Fund is to be made available to any member currently in good standing with Thomas Pangborn Lodge #88. Any member may request assistance to cover the cost of any attorney fees, court costs, or any other cost derived when a member has been charged by their department or is involved in a civil case. To receive assistance these charges and/or actions must have occurred while the member was performing their duties as a police officer.

The member must make a request to the Lodge outlining the cost incurred or to be incurred. A member may receive assistance prior to final disposition of a case if the funds are needed to retain an attorney. The member need not have been found Not Guilty in order to receive assistance from this fund. Monies forwarded to a member will be repaid to the Lodge on an individual basis as outlined by the committee. The committee may decide if a member is to repay all, part or none of the financial assistance forwarded.

SECTION 5: Upon request for assistance, a three (3) member committee will be appointed to review the request and the facts of the case. This committee will make a decision and present their findings and recommendations to the membership at the next regularly scheduled meeting. The members present can either accept, reject or modify the committee's recommendations.

SECTION 6: The legal defense fund will also be made available to any bargaining unit representing members of Thomas Pangborn Lodge #88. The request for assistance to cover attorney fees, court cost, transcript costs or any other cost derived when the bargaining unit is attempting to better working conditions, salaries or any other benefits which are in the members best interest will be considered.

SECTION 7: The same procedure for payment to the bargaining unit as outlined in ARTICLE XIII, Section 4 & 5 will be followed.

ARTICLE XII BYLAW CHANGES

SECTION 1: No alterations or amendments to these Bylaws shall be made unless the proposed alterations or amendments are submitted in writing and signed by not less than three (3) members. The proposed alterations or amendments will be presented to the Chairman of the Constitution and ByLaws Committee. Once proposed changes are presented they will be posted on the bulletin board in the meeting room. All ByLaw alterations and amendments will only be read and voted on once a year. The first reading of all alterations and amendments will be at the second regular meeting in November. The second reading and vote will be at the first regular meeting in December. If a majority of the members present at such meeting vote in favor of adoption of the alterations or amendments shall be adopted and become part of these Bylaws.

BENEFITS ARE PERSONAL (Adopted December 21, 1936)

P.A. Limberg, Chairman

S.E. Basehoar, William Peters, James Ray

(Revised in 1946)

Committee on ByLaws:

Wayne A. Sellman, Chairman

Joseph F. Desmond, A.C. Palmer, A.C. Lowry Sr., G.F. Doarnberger, E.W. Kuhlman, C.B. Bikle

(Revised in 1957)

Committee on ByLaws:

Grayson L. Wigfield, Chairman

William Price, Henry Whittington, William E. Griffin, Wallace J. Malkiewicz

(Revised in 1962)

Committee on ByLaws:

James W. Baker, Chairman

William Price, Robert L. Comer, William E. Griffin, Harry C House, Edward W. Kuhlman

(Revised in 1966)

Committee on ByLaws:

Mark S. Brezler, Chairman

Edward W. Kuhlman, Gary Harbaugh, Harry Harsh, Richard Haden, George Siebert

(Revised in 1972)

Committee on ByLaws:

Ralph B. Ryland, Chairman

Walter E. Carter, Harry Harsh, Nelson Dunahugh, Gary Harbaugh, Ronald Graves

(Revised in 1975)

Committee on ByLaws:

Harry F. Bowman, Chairman

Carroll Scott, Roy Cave, Leon Fearnow

(Revised in 1986)

Committee on ByLaws:

Harry V. Smith, Chairman

Robert Roderick, Richard Moats, Leon Fearnow, Barb Schroyer

(Revised in 2007)

Committee on ByLaws:

Ralph Ryland, Chairman

Walter Carter, Robert Hart, Gary Harbaugh, Don Alton, Dennis Mummert, Robert Frick

(Reviewed in 2016)

Committee on Review of ByLaws:

Margaret Kline, Barb Schroyer

Review consisted of making a typed/word document of the ByLaws for usage as needed; and, to assure that the current ByLaws document is reflective of changes that have been made since the last revision.

Notations regarding most recent ByLaw Changes

- December 2008: ARTICLE II: MEMBERSHIP: Added the requirement that new members complete eight (8) hours of service to Lodge within their first year of membership.
- December 2011: ARTICLE XIII: CLUBHOUSE FACILITIES USE: Added requirement that members have 4 meetings in 6 months or pay a \$150 fee for use of facilities. NOTE: This change was added at the end of ByLaws and Numbered Article XIII. It should have been incorporated into ARTICLE VIII, Section 5.
- December 2013: ARTICLE VI: Dues: Increased dues for Active Working Members from \$40 to \$50 and Retired Active Members from \$20 to \$30. All other language stayed the same.
- December 2015: ARTICLE XIII: CLUBHOUSE FACILITIES USE: Eliminated the requirement for 4 meetings in 6 months or \$150 fee for use of facilities by members; thus, returning to original language in Article VIII, Section 5. This Article was totally removed from ByLaws and change was appropriately noted (original language) in ARTICLE VIII Section 5

- December 2015: ARTICLE 1: Compensation increased to \$1,250.00 for Board of Director Positions of President, Secretary and Treasurer. Compensation increased to \$750.00 for Vice President. Compensation increased to \$450 annually and allows for mileage compensation for Chaplin. Compensation increased to \$650.00 for Indoor Chairman and increased to \$1,250.00 for Outdoor Chairman.
- December 2015: ARTICLE III: MEETINGS: SECTION 1: Eliminated Summer Schedule language and returned to regular meeting schedule.

(Revisited in January and March 2018)

Committee on Review of ByLaws:

Margaret Kline

In December 2017, this most recent typed copy of the by laws was reviewed by Board of Directors. As a result, the following ByLaw Change(s) were made due to becoming aware of ones that were missed previously in 2016. Thus, the ByLaws are now believed to be up to date.

Notations regarding most recent ByLaw Changes

- December 2010: ARTICLE VII, SECTION 1: Death Benefit: Increased the \$1,000.00 Death Benefit to \$1,500.00. Also, changed it from being only payable to the member's beneficiary to "used by either the member in good standing, upon the death of his or her spouse or by the documented beneficiary upon the death of the member in good standing. The benefit may only be used ONCE upon the death of either the member or their spouse." (September 16, 2010 copy of change provided by Brother Robert Frick)
- December 2010: ARTICLE IV, SECTION 6: Additional language in regards to Associate Member "who shows disloyalty or disrespect to this Lodge or any of its members by actions or conversations as judged by the membership shall have their membership in Lodge 88 revoked".

