

**BYLAWS OF THE
BUCKNER TERRACE VOLUNTEERS IN PATROL**

ORGANIZATION AND PURPOSE

The Buckner Terrace Volunteers in Patrol (BTVIP) is a citizen-volunteer security organization which exists as a liaison of the Area 1216 and 1217 Crime Watch. Its objectives are to enhance neighborhood security by providing a visible presence within the neighborhood, to be watchful for criminal or other dangerous activity within the neighborhood and promptly report such activities to proper authorities.

ARTICLE I

NAME

The name of this association of the Area 1216 and 1217 Crime Watch shall be the Buckner Terrace Volunteers in Patrol (hereinafter also referred to as BTVIP).

ARTICLE II

MEMBERSHIP

SECTION 1. The membership of the BTVIP shall be limited to qualified members who have been approved by the Dallas Police Department.

SECTION 2. BTVIP members shall be any individual eligible for membership as referenced in Section 1 of this Article who serves the objectives of the BTVIP by contributing volunteer time, contributing volunteer time as a patroller, contributing volunteer time assisting in any patrol activities, or any of such contributions.

SECTION 3. Only active BTVIP members as described as Section 2 of this Article shall have full and equal voting rights and organizational privileges.

ARTICLE III

OFFICERS

SECTION 1. Officers of the Buckner Terrace Volunteers in Patrol shall be Chairperson, Secretary, Treasurer, Equipment Captain, and Scheduling Captain. These positions will be elected by active BTVIP members. These officers shall perform the duties prescribed by these Bylaws and by the parliamentary authority adapted by the BTVIP. The foregoing named officers shall constitute the Executive board of the BTVIP and shall be empowered to transact in the interim between membership meeting all business of the BTVIP not otherwise provided for in these bylaws nor reserved by these bylaws of membership action, neither may they take any action which modify previous action taken by the membership at a membership meeting.

SECTION 2. At the regular meeting in June, the Chairperson will announce that elections will be held at the July regular membership meeting. At the regular BTVIP meeting held in July, the Chairperson shall open the floor for nominations to the offices of Chairperson, Secretary, Treasurer, Equipment Captain and Scheduling Captain. Nominating members shall secure agreement to serve, if elected; from any member she/he wishes to nominate. Election will be by majority vote of the members present. Those elected will take office at the conclusion of the July meeting, and shall serve for one year or until their successors are elected. No member shall hold more than two consecutive terms in the same office, unless recommended by the Executive Committee and approved by a majority vote of the active membership.

SECTION 3. For each office, an alternate will be appointed by the Chairperson. During periods of temporary absence of elected officers, the alternate will assume the duties of that office. In the event of vacancy in any office, the BTVIP chairperson will appoint a BTVIP member to serve the remainder of the term, which may or may not be the alternate for that office. In the event of a permanent vacancy in the Chairperson position the alternate for the Chairperson will serve the remainder of the un-expired term or, if unable, until a vote of the active members elects a new Chairperson.

SECTION 4. Duties of BTVIP Officers shall be as follows:

A. CHAIRPERSON shall:

1. Serve as liaison between Area 1216 and 1217 Crime Watch and Buckner Terrace Volunteers in Patrol.
2. Chair meetings of the BTVIP
3. Be empowered to appoint standing or special subcommittees as necessary
4. Coordinate activities of the various other officers.
5. Insure adequate notice of regular or special meetings is provided to all members.
6. Be ex-office member of all subcommittees.
7. Administer the affairs of the BTVIP and execute the policies of the BTVIP as provided in the bylaws and determined by vote of the membership.
8. Receive report of activity observed by patrols in the neighborhood and report same at monthly.

B. SECRETARY shall:

1. Call roll at any meeting of the BTVIP and advise the Chairperson if a quorum of the membership is present, take accurate minutes of all meetings, keep attendance, submit written minutes to the Chairperson following meetings.
2. Handle all correspondence to or from the BTVIP as necessary including, but not limited to, preparing and mailing thank-you notes for financial contributions.
3. Assist the Chairperson as requested in insuring that notice of regular or special meetings is provided to all members.

C.

TREASURER shall: Interm Treasurer may be appointed as needed and duties will be defined at the time of selection (Presently expenses are paid by BTHA)

D. EQUIPMENT CAPTAIN shall:

1. Maintain, effect repairs upon, and keep records on all BTVIP owned equipment.
2. Arrange for loan of equipment to members; and request return of equipment when members are no longer serving as Active Patrollers as per the definitions and requirements set forth in Article V, Section 1 of these bylaws.
3. Submit estimates of cost of equipment to membership meetings for approval if purchase or repair estimate exceeds \$50.00.
4. Assist in training new members in use and maintenance of BTVIP owned equipment.
5. Be responsible for checking out and returning equipment to and from the Police Department as needs arise.

E. SCHEDULING CAPTAIN shall:

1. Maintain scheduling chart as up-to-date as possible and distribute to members at monthly meetings.
2. Assist in training new members in BTVIP procedures and protocol, and scheduling requirements.
3. Assist in recruitment of new Active Patrollers.
4. Coordinate substitution for absent patrollers for each shift.

ARTICLE IV

MEETINGS

SECTION 1. The regular meetings of the BTVIP shall be held on the 3rd Monday of the month before the Homeowners meeting on the last Tuesday of each month, unless otherwise ordered by the membership by majority vote or by direction of the Executive Board.

SECTION 2. Special meetings may be called by a majority of the Executive Board or shall be called upon the written request of ten members of the BTVIP patrollers. The purpose of the meeting shall be stated in the call, and no business other than that stated in the call may be transacted at that special meeting.

SECTION 3. A quorum of the membership shall be 25% (percent) membership during any meeting of the BTVIP for which proper notice in accordance with provisions of these Bylaws shall have been given.

SECTION 4. The Executive Board shall have no regular schedule meetings, but shall meet only as necessary subject to the call of the Chairperson or at the request of majority of its members. A quorum of the Executive Board shall be a majority of its members.

ARTICLE V

BTVIP PATROL PROTOCOL FOR ACTIVE PATROLLERS (Active Members)

A positive image within the neighborhood is essential to the effectiveness of the Buckner Terrace Volunteers in Patrol. Additionally, the personal safety and well-being of both BTVIP members and neighborhood residents must be the most important consideration at all times. To these ends, the following Article is directed.

SECTION 1. An active BTVIP patroller is defined as a member who maintains an active status for period of one month, performing assigned duties and remaining in overall good standing. A member may be excused from assigned duties for valid cause, and their current active status will not be affected.

SECTION 2. Equipment to be used by Active Patrollers will be provided by BTVIP. In the event any BTVIP member becomes inactive as defined in Section 1 of this Article, any BTVIP equipment that member possesses will be surrendered to BTVIP. Shall an Active Patroller want to "provide" their own equipment, it must be approved by the Equipment Captain and Chairperson.

SECTION 3. Duties of Active Patroller (Active Member) shall be defined in the Operating Procedures Manual. Procedure changes shall be recommended at the discretion of the Executive Committee. Interim changes to Operating Procedures Manual shall be initiated by the Executive Committee and voted on at the next regular meeting. Interim changes shall be posted in the patrol log.

ARTICLE VI

FUND RAISING

BTVIP has the right to raise funds by any lawful method they see proper and justified. The method must be approved by a majority vote of the active members. At that point, an interim Treasurer may be appointed by the BTVIP Chairperson for the unexpired term of the year or until regular elections are held.

ARTICLE VII

DISSOLUTION

All liabilities and obligations of the BTVIP must be paid, satisfied and discharged. Assets held by the BTVIP upon conditions of return must be returned in accordance with such conditions upon dissolution of BTVIP. The remaining assets may be distributed to Buckner Terrace Homeowners Association Area 1216, 1217 Crime Watch.

ARTICLE VIII

PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Buckner Terrace Volunteers in Patrol in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the BTVIP may adopt. Further, the BTVIP will not adopt any Bylaw, nor any Bylaw amendment, nor take any action by vote in a membership meeting, that would place it in direct opposition to the Bylaws, rules and actions duly adopted by the Area 1216, 1217 Crime Watch of which it is a liaison to

ARTICLE IX

AMENDMENT OF BYLAWS

These Bylaws may be amended at any regular meeting of the BTVIP by a two-thirds vote, provided a quorum is present and provided that the amendment has been proposed in the form of a motion and seconded at the previous regular meeting. All members must be notified two weeks prior to voting on any amendment to the Bylaws.

Revised July 21, 2008

Article III, Section 4C. Treasurer Shall

Article IV, Section 1

Adopted November 4, 1993

Charter Members

Lito Belza

Charles Brown

Bernard David

Sharon David

Trois Fletcher

Lou Fragapane

Ron Gavinski

Al Green

Thelma Green

Carolyn McInnis