



Mary's Peak Search & Rescue, Inc

Constitution

Reference Documents

MPSAR Bylaws, MPSAR Code of Conduct

Effective Date

04-03-06

Revised Date

03-21-06

Number

1

No. Pages

7

President

Anthony Rumpca

ARTICLE ONE: NAME

Section 1.1 Organization Name

This organization shall be known as MARY'S PEAK SEARCH & RESCUE, INC., commonly known as MPSAR, formerly known as MARY'S PEAK FOUR WHEELERS. It may also be referred to as the MPSAR Unit.

ARTICLE TWO: OBJECTIVES

Section 2.1 Primary Objective

Mary's Peak Search & Rescue is organized as a non-profit corporation of volunteers that maintain a professional level of training & discipline for the purpose of providing 24 hour Search & Rescue (SAR) and emergency assistance to the Benton County Sheriffs Department (BCSO), and to other agencies as requested.

ARTICLE THREE: MEMBERSHIP

Section 3.1

All persons over 18 years of age wishing to uphold the objectives of Mary's Peak Search & Rescue, as set forth in Section 1.1, may apply for membership.

Section 3.2

There shall be four (4) categories of membership. Qualifications for each shall be defined in the Mary's Peak Search & Rescue Bylaws.

1. Support Staff Member
2. Field Rescue Member
3. Hasty Team Member
4. Life Member

Section 3.3

In order to be eligible for membership categories authorized to participate in official Search & Rescue missions, SAR certification by the Oregon State Sheriffs' Association (O.S.S.A.) is required. New members applying for these membership categories, as defined in the MPSAR Bylaws, will have one year from the date of joining MPSAR to achieve this certification.

Section 3.4

Unit Members shall participate in training as required by O.S.S.A. to retain their SAR certification, as well as additional training that may be defined in the MPSAR Bylaws.

Section 3.5

All "Members in Good Standing", as defined in the MPSAR Bylaws, with O.S.S.A. Certification shall be entitled to vote on each matter submitted to a vote of the members.

Section 3.6

Membership status may be subject to review and change by the Executive Committee.

Section 3.7

Annual dues shall be required in order to maintain unit financial solvency and as a symbol of commitment to participation.

3.7.1 The amount of dues shall be set by vote of the membership at any official meeting.

3.7.2 The deadline for payment of dues shall be before the end of the prior calendar year, as defined in the Bylaws.

Section 3.8

All members attending professional training seminars (such as, but not limited to: tracking classes, State SAR Conferences, Wilderness First Aid, etc.) may be reimbursed all or in part any fees with prior approval of the majority vote of the unit members. Proof of satisfactory completion and proof of payment are required to obtain compensation.

Section 3.9

Uniforms may be designated to be worn for official duties as defined by the unit President.

Section 3.10

All members are required to participate in fundraising, unit activities, and professional training.

Section 3.11

All new members shall serve a six month probationary period and may be dismissed at any time during this period for just cause as determined by the Executive Committee. The Executive Committee will provide written notification with explanation for such a dismissal.

ARTICLE FOUR: FINANCES

Section 4.1

All monies received on behalf of MPSAR shall be promptly submitted to the Treasurer to be deposited in a timely manner to the credit of the Corporation in such banks or other depositories as the Executive Committee may select.

Section 4.2

All authorized unit expenditures will be made by check, signed by two officers of the Corporation.

Section 4.3

The Treasurer shall keep a detailed written record of all expenditures and assets, and shall give a financial report to the members at every general membership meeting.

Section 4.4

The Executive Committee will review the financial records at least once per year.

ARTICLE FIVE: EVENTS

Section 5.1

All events must be conducted in a professional and orderly manner with safety as the primary objective.

Section 5.2

All members and guests participating in an event shall abide by Oregon Department of Motor Vehicle codes. Any violation will be grounds for dismissal from the unit by the Executive Committee.

Section 5.3

The President or their designee shall be the point of contact for any search, drill, or practice operation with any outside agency.

ARTICLE SIX: OFFICES

Section 6.1: Board of Directors

The corporation shall be over-seen by a Board of Directors.

6.1.1 The Board of Directors shall meet at least once per calendar year.

6.1.2 The duties of the Board of Directors shall be:

- Review the activities of the organization to ensure adherence to the articles of this constitution and the organization Bylaws.
- Review the performance of the Officers of the organization for adherence to the articles of this constitution and the organization Bylaws.
- Audit the financial affairs of the corporation.

6.1.3 The members of the Board of Directors shall be:

- The current President, Vice-President, Treasurer and Secretary
- The most recent preceding President who is still active
- A Member-At-Large

6.1.3.1 The current President shall be the chairman of the Board of Directors

6.1.3.2 The President shall appoint the Member-At-Large prior to each meeting of the Board of Directors

6.1.4 The Board of Directors shall bring any issues requiring attention to a vote of the general membership at a regularly scheduled meeting.

Section 6.2: Executive Committee

The daily affairs of the corporation shall be managed by an Executive Committee.

6.2.1 The Executive Committee shall consist of the elected officers of the Corporation.

Section 6.3: Elected Officers

The elected offices of the unit shall consist of the President, Vice President, Secretary, and Treasurer.

Section 6.4

Any eligible member in good standing, as defined in the Bylaws, may hold an elected office.

Section 6.5

Nominations for the unit officers shall be at the November and December general membership meetings with the elections taking place at the December meeting.

Section 6.6

Term of Office for all elected officers shall be one calendar year.

Section 6.6: Duties of Officers

6.6.1 President

6.6.1.1 Shall preside over all meetings.

6.6.1.2 Shall be the primary representative of the unit at SAR related meetings.

6.6.1.3 Shall be the unit spokesperson and primary point of contact.

6.6.1.4 Shall be the Chairman of the Board of Directors.

6.6.2 Vice President:

6.6.2.1 Shall represent the President in his/her absence.

6.6.2.2 Shall serve as chairman of the Fundraising Committee.

6.6.3 Secretary:

6.6.3.1 Shall take and record minutes of all meetings, and distribute the minutes to members within fourteen calendar days.

6.6.3.2 Is responsible for all unit correspondence.

6.6.3.3 Reserves annual and monthly meeting rooms as needed.

6.6.3.4 Maintains a current record of contact information of all MPSAR members.

6.6.4 Treasurer:

6.6.4.1 Shall keep detailed financial records and report financial status at each meeting.

6.6.4.2 Shall work with committees in development of their budgets.

6.6.4.3 Shall be responsible for paying all approved unit expenses in a timely manner.

6.6.4.4 Shall be responsible for the timely filing of all required government forms.

6.6.4.5 Shall be responsible for depositing all funds received by the unit into the unit's financial accounts in a timely manner.

ARTICLE SEVEN: MEETINGS

Section 7.1

Regular meetings of Mary's Peak Search & Rescue shall generally be held on the first Monday of every month at such time and location as decided by the Executive Committee.

Section 7.2

An official meeting requires attendance of at least two-thirds of the voting members as a quorum. No official unit business is to be conducted without a quorum present.

Section 7.3

Monthly meetings are closed to non-members other than by invitation of an existing member in good standing, or referral by Benton County Emergency Management. Drop-ins may be invited to stay by a member of the Executive Committee.

Section 7.4

Members are required to attend 8 or more of the monthly general membership meetings in a calendar year.

ARTICLE EIGHT: AMMENDMENTS

Section 8.1

This constitution may be amended by an affirmative vote of at least two-thirds (2/3) of the eligible voting membership.

Section 8.2

Any amendment to this constitution must be presented to the membership in writing at least 30-days prior to the meeting at which the vote is to be taken.

ARTICLE NINE: RULES AND PROCEDURES

Section 9.1

Unless otherwise specified, Robert’s Rules of Order will govern all meetings.

ARTICLE TEN: UNIT DECALS & EQUIPMENT

Section 10.1

Unit equipment and emblems shall remain the property of Mary’s Peak Search & Rescue. Only members in good standing shall be permitted to hold unit equipment in their personal possession.

Section 10.2

MPSAR magnetic decals shall be displayed on all unit vehicles at a search location. Only members in good standing shall be permitted to display unit insignias on their vehicles or clothing.

Section 10.3

It will be the responsibility of the Executive Committee to notify, in writing, present and former members to return unit property, including magnetic decals, camping, and safety supplies, or any other item of value, if not voluntarily relinquished upon request.

ARTICLE ELEVEN: SEARCHES

Section 11.1

All members may participate in searches. Certified members will supervise non-certified personnel.

Section 11.2

While involved in searches, all members shall perform duties under the direction and control of the Incident Commander.

Section 11.3

When on a search, each member shall abide by Article Five.

ARTICLE TWELVE: DISSOLUTION

Section 12.1

This organization may be dissolved by a two-thirds (2/3) written vote of the eligible voting membership.

Section 12.2

Assets of the organization, upon dissolution, shall be transferred to Benton County, Oregon as per Articles of Incorporation.