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~~ARTICLE 12~~

Appalachian Search and Rescue Conference, Inc.

ARTICLES OF INCORPORATION

AND

BY LAWS

DRAFT RE-REVISION
November 11, 1988
Keith Conover, M.D.

As discussed with Cady Soukup, who just returned from the MRA meeting, the ASRC can be a single-team MRA region, thus meeting most of the ASRC's desires for association with the MRA. Given this, there is no need for us to have "Rescue" Groups. This re-revision eliminates these proposed changes; this is noted by ~~XXXXXX~~.

CONTENTS

Articles of Incorporation

Article I - Name	3
Article II - Purposes	3
Article III - Non-Profit Status	3
Article IV - Membership	4
Article V - Board of Directors	4
Article VI - Membership Meetings.....	5
Article VII - Dissolution	5
Article VIII - Mutual Aid and Protection.....	5
Article IX - Amendments	6

Bylaws

Article I - Organization.....	7
1. Groups.....	7
2. Board of Directors.....	7
Article II - ASRC Membership.....	10
1. Applications and Roster	10
2. Group Training Officers.....	10
3. Active Members.....	12
4. Trainee Members.....	12
5. Sustaining Members.....	13
6. Termination of Membership	13
7. Associate Members.....	15
8. Auxiliary Members	14
Article III - Operations.....	15
1. Board Meetings	15
2. Membership Meetings	15
3. Groups.....	16
4. Association with Other Organizations	20
5. Parliamentary Authority.....	21
Article IV - Finances	21
1. Sources.....	21
2. Distribution of Funds	22
Article V - Amendments	22

ARTICLES OF AMENDMENT
RESTATING
THE ARTICLES OF INCORPORATION
OF THE
APPALACHIAN SEARCH & RESCUE
CONFERENCE, INC.

17 July 1983

ARTICLE I - NAME

The name of this corporation is the Appalachian Search & Rescue Conference, Inc., hereinafter referred to as the Corporation.

ARTICLE II - PURPOSES

The Corporation is organized exclusively for charitable, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code or the corresponding provision of any future United States Internal Revenue law. The specific purposes of the Corporation are:

- A. To provide wilderness search and rescue capability, and special technical rescue capability, within the Commonwealth of Virginia and other regions as necessary;
- B. To conduct training programs in subjects related to wilderness search and rescue and special technical rescue;
- C. To conduct training programs in subjects related to wilderness safety and survival;
- D. To serve as a coordinating agency for related rescue and survival information, equipment, and resources; and
- E. To conduct and carry out the work of the Corporation, not for profit, but exclusively for humanitarian, educational, and public service purposes.

ARTICLE III - NON-PROFIT STATUS

No part of the net earnings of the Corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the Corporation shall be author-

ASRC Articles of Incorporation

ized to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II hereof. No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these articles, the Corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue law), or (b) by a corporation contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue law).

ARTICLE IV - MEMBERSHIP

The qualifications and rights of the classes of membership shall be set forth in the Bylaws. The classes of membership shall be as follows:

- A. Certified Members,
- B. Trainee Members,
- C. Associate Members,
- D. Auxiliary Members, and
- E. Sustaining Members.*

ARTICLE V - BOARD OF DIRECTORS

- A. Directors must be Certified members, and shall be elected by the Certified Membership in accordance with procedures specified in the Bylaws.
- B. The Board of Directors shall have power and authority over the business of the Corporation between meetings of the Membership, but the Board shall be subject to the orders of the Membership, and none of the Board's acts shall conflict with action taken by the Membership.
- C. At each Membership Meeting, the Chairman of the Board shall report to the Membership all actions taken by the Board since the last Membership Meeting; this report may be in written form.

*These membership classes appear in the Articles of Incorporation, and thus are almost impossible to change. Therefore these terms must be used in the Bylaws.

ASRC Articles of Incorporation

- D. The Board shall perform additional duties as specified in the Bylaws.
- E. The number of Directors, not less than three, shall be fixed by the Bylaws and in the absence of a bylaw fixing the number shall be four.

ARTICLE VI - MEMBERSHIP MEETINGS

- A. General Meetings - General Membership Meetings shall be held at least once per calendar year at such time and place as shall be determined by the Board of Directors.
- B. Special Meetings - Special Membership Meetings shall be held in accordance with procedures set forth in the Bylaws.
- C. Any action required to be taken at a meeting of the Membership or Board of Directors, or which may be taken at a meeting of the Membership or Board, may be taken without a meeting if a consent in writing, setting forth the action so taken, shall be signed by all of the members entitled to vote with respect to the subject matter thereof, or all of the Directors, as the case may be. Such consent shall have the same force and effect as a unanimous vote.

ARTICLE VII - DISSOLUTION

Upon the dissolution of the Corporation, the Board of Directors shall, after paying or making provision for the payment of all of the liabilities of the Corporation, dispose of all assets of the Corporation exclusively for the purposes of the Corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as at the same time shall qualify as an exempt organization or organizations under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue law), as the Board of Directors shall determine. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE VIII - MUTUAL AID AND PROTECTION

Due to the inherent hazards and special requirements of search and rescue activities, the Board of Directors is authorized and empowered to establish agreements with appropriate Federal, State,

ASRC Articles of Incorporation

and local authorities, and other organizations as necessary, to assure mutual aid, benefit, and protection in pursuance of the purposes of the Corporation. Furthermore, the Board of Directors shall establish appropriate arrangements to minimize or prevent undue personal loss or hardship by the members, officers, or directors of the Corporation during, or resulting from, the proper performance of their duties.

ARTICLE IX — AMENDMENTS

- A. Amendments to these Articles shall be made in the following manner:
 - 1. The Board of Directors shall adopt a resolution setting forth the proposed amendment, finding it to be in the best interests of the Corporation, and directing that it be submitted to a vote at a meeting of the Membership.
 - 2. The proposed amendment shall be adopted upon receiving more than two-thirds of the votes entitled to be cast by members present or represented by proxy at the meeting.
- B. Written notice stating the place, day, and hour of the meeting where the proposed amendments shall be considered shall be delivered, either personally or by mail, to each Certified Member, not less than twenty-five nor more than fifty days before the date of the meeting, and this notice shall be accompanied by a copy of the proposed amendment, or a summary thereof.
- C. The Articles of Amendment shall be executed by the Chairman and Secretary of the Board, and shall set forth the name of the Corporation, the amendment so adopted, and a statement setting forth the date of the meeting of the Board at which the amendment was found to be in the best interests of the Corporation and directed to a vote at a Membership Meeting, the date or dates when notice was given to each Certified Member and how that notice was given, that a quorum was present at that meeting, and that such amendment received more than two-thirds of the votes entitled to be cast by members present or represented by proxy at such Membership Meeting.

A S R C B Y L A W S

17 July 1983

ARTICLE I - ORGANIZATION

1 GROUPS

The Appalachian Search & Rescue Conference, Inc. (ASRC) shall be divided into field organizations called "Certified Groups" and "Affiliate Groups." Each Certified or Affiliate Group shall provide for itself whatever name, organization, operating procedures, and training it deems appropriate, provided it adheres to the Articles of Incorporation, Bylaws, operational procedures specified in the ASRC Operations Manual, and training requirements and standards specified in the ASRC Training Standards.

2 BOARD OF DIRECTORS

2.1 The administrative and executive authority of the ASRC shall be vested in a Board of Directors. The responsibilities of the Board of Directors shall be:

- a. to coordinate the efforts of the various Groups and to provide liaison among them;
- b. to establish, publish, and enforce standards of procedure for search and rescue operations in the form of an ASRC Operations Manual;
- c. to establish, publish, and enforce standards of competence for ASRC members in the form of ASRC Training Standards;
- d. to solicit monetary and material contributions for the support of the ASRC, and to draft and administer its budget;
- e. to inform the appropriate civil and military authorities of the activities and capabilities of its Groups, and to cooperate with those authorities in making the services of the ASRC available to the public;
- f. to inform other search and rescue and related organizations of the ASRC and its Groups, and to cooperate with those organizations in the effort to provide an effective search and rescue capability to the public;

ASRC Bylaws

- g. to fulfill other incidental duties specified in these Bylaws; and
 - h. to fulfill the requirements of the Articles of Incorporation.
- 2.2 The Board of Directors shall have no power over the conduct of Group business, except for enforcing the Articles of Incorporation, Bylaws, operational procedures specified in the ASRC Operations Manual, and the training requirements and standards specified in the ASRC Training Standards.
- 2.3 The responsibilities of the Chairman shall be:
 - a. to call and conduct meetings of the Board of Directors in accordance with the provisions of Article III;
 - b. to call and conduct meetings of the Membership in accordance with the provisions of Article III;
 - c. to oversee the administration of the ASRC and to ensure that the provisions of Article I, Section 2.1 of these Bylaws are carried out; and
 - d. to serve as President of the ASRC.
- 2.4 The responsibilities of the Vice Chairman shall be:
 - a. to serve as Chairman in the absence or incapacitation of the Chairman; and
 - b. to fulfill other duties as designated by the Chairman.
- 2.5 The responsibilities of the Secretary shall be:
 - a. to record the proceedings of the meetings of the Board of Directors and of any Membership Meetings;
 - b. to maintain the Conference Roster;
 - c. to maintain the records and correspondence of the ASRC; and
 - d. to serve as Chairman in the absence or incapacitation of both the Chairman and Vice Chairman.
 - e. The Secretary's recording duties may be assigned to an Recording Secretary appointed by the Chairman; any active

member may serve in this position."

- 2.6 The Treasurer shall keep the financial records and accounts of the ASRC.
- 2.7 Only active members shall be eligible for office on the Board of Directors.
- 2.8 Selection of the Board of Directors shall be as follows:
- a. Each Certified ~~or Probationary~~ Group shall elect from its active membership two delegates to be installed 1 April of each year. Delegates from Probationary Certified Groups shall not vote.
 - b. Each Affiliate Group shall elect from its active membership one non-voting delegate to be installed 1 April of each year. Delegates from Probationary Affiliate Groups shall not vote.
 - c. At the first meeting of the Board after 1 April, the voting delegates shall elect from among all the delegates the officers of the Board of Directors. The following conditions shall apply: (1) officers shall be elected from Certified or Probationary Certified Groups; (2) officers shall have votes in accordance with constituent Group voting status; and (3) the Chairman or Vice Chairman, if and only if from a Group not holding voting status, shall be accorded a vote only at such times as needed to break a tie vote."
- 2.9 In the event a Board delegate's position becomes vacant, that delegate's Group shall hold a special election to fill that vacancy from among its active membership.
- 2.10 In the event a Board Officer's position becomes vacant, the remaining Board members shall elect from their membership a replacement.

*At the August Board Meeting, we had thought that the proposed modification for eligibility for Board officer positions would allow Demming Herbert, who has volunteered but is not a member of the Board, to become Secretary. (Todd L'Herron has resigned as Secretary but not as Board representative.) The proposed eligibility change, section 2.8 c, allows non-voting members of the Board to become officers, but does not allow non-Board Members to become officers. This revision is to allow Demming to take minutes at Board meetings. See below.

**As per the changes recommended at the April Board meeting.

ARTICLE II - ASRC MEMBERSHIP

1 APPLICATIONS AND ROSTER

- 1.1 Each Group may accept applications for, and grant memberships to, applicants for all types of ASRC membership*, in accordance with procedures specified in these Bylaws and in accordance with the requirements and standards specified in the ASRC Training Standards.
- 1.2 The ASRC Membership or Board of Directors may accept applications for, and grant memberships to, applicants for at-large membership in all types of ASRC membership, and may revoke such memberships.
- 1.3 Each Group shall maintain its own personnel records. Each Group shall supply the Secretary with a Roster of its members, including the following information for each member:
- a. name;
 - b. ~~type of membership, date it was conferred, and by whom.~~ ^{AND}
 - c. types of training certification, as defined in the ASRC Training Standards, date it was conferred, and by whom, and expiration date if applicable.**
 - d. mailing address; and
 - e. telephone numbers.
- 1.4 Changes to the Conference Roster shall be reported to the Secretary within 90 days of the time changes are effective.
- 1.5 The Secretary shall maintain a Conference Roster of the total membership if the ASRC, with information for each member as described in Section 1.3 (above). Access to the Conference Roster shall be open to any Active Member. The Secretary shall keep a permanent record of all Conference Rosters.

2 GROUP TRAINING OFFICERS

- 2.1 Within each non-probationary Group, the Board shall appoint a Active Member, or shall approve a Group-appointed Active Member, as Group Training Officer. For a Certified Group, or an Affiliate Group with Field Team Leaders, this Group Training

*There is no change here, but now "types of membership" has nothing to do with technical qualifications.

**Now, type of membership and certification are two separate items.

✓ Officer must hold Field Team Leader certification, as set forth in the ASRC Training Standards.* This Group Training Officer shall be charged with:

- a. enforcing the procedures, standards, and requirements of the ASRC Training Standards;
- ✓ b. evaluating member applicants for training certification for compliance with ~~(the standards and requirements of)~~ the ASRC Training Standards, in accordance with procedures specified therein;
- ✓ c. acting as executive agent of the Board of Directors in conferring the various types of training certification to Group (and any sponsored probationary Group) members and applicants, except that Incident Commander certification must be granted directly by the Board itself; + Incident Staff
- ✓ d. proposing to the Group for a vote all applicants for Active Membership;
- e. informing the Secretary of the ASRC Board of Directors of all membership actions taken by the Group Training Officer, within 90 days of such action; and
- ✓ f. working closely with a Training Coordinator in any sponsored probationary Groups.

2.2 The Board may, with just cause, reverse a decision of a Group Training Officer regarding the membership status of an individual.

2.3 The Board may, with just cause, remove or replace a Group Training Officer.

2.4 In the case of applicants for at-large Trainee or Active Membership, the Board shall charge a Group Training Officer from one of the Groups with examining the applicant and with reporting to the Board regarding the suitability of the applicant for that membership category. Further, this Group Training Officer or his successors shall be responsible for continued monitoring of this individual's compliance with the provisions of the ASRC Training Standards and these Bylaws, should the individual be granted such membership by the Board of Directors.

*This maintains, as closely as possible, our present policy that only Basic Members can become Training Officers.

8 **ASSOCIATE MEMBERS**

(reserved)

ARTICLE III - OPERATIONS

1 BOARD MEETINGS

- 1.1 Meetings of the Board of Directors shall be held at least once in each quarter of the calendar year.
- 1.2 The Secretary shall publish the date, time, and place of Board Meetings at least thirty days in advance.
- 1.3 Board Meetings shall be open to all interested parties.
- 1.4 The Secretary shall make the minutes of each Board Meeting available within sixty days of the meeting.

2 MEMBERSHIP MEETINGS

- 2.1 General membership meetings of the ASRC may be called when deemed appropriate by the Board of Directors or by petition of twenty-five percent of the Active Membership.
- 2.2 Written notice stating the place, day, and hour of a meeting, and in case of a special meeting, the purpose or purposes for which it is called, shall be delivered, either personally or by mail, to each Active Member. Notice shall be delivered not less than twenty-five nor more than fifty days before the meeting.
- 2.3 At least twenty-five days before each membership meeting, the Secretary shall publish the agenda.
- 2.4 A report on the membership meeting, including reports of the Groups, Committees, and other pertinent information shall be prepared by the Secretary within ninety days of the meeting.
- 2.5 Membership meetings shall be open to all interested parties.
- 2.6 A quorum for general and special membership meetings shall be one-third of Active Members.
- 2.7 At the direction of the Board of Directors, or by petition of ten percent of the Active Membership, a motion may be distributed to the membership in accordance with Article VI, Section C

forced to make changes in the Articles of Incorporation (shudder), we can change the membership categories.

ASRC Bylaws

the address listed for him on the Conference Roster, that the Member's membership status is under review and that it will be revoked in six months unless the member demonstrates to the satisfaction of the Group Training Officer or the Secretary a commitment to fulfill the obligations of membership. If, six months after the notice, the member has not satisfied the Training Officer or Secretary of his commitment to fulfilling the obligations of membership, the Group (~~Training Officer~~) or Board of Directors may revoke said member's membership.

6.3 No Active Member's certification may be revoked without written notice to that individual within 90 days of the revocation.

6.4 Active Members with training certification must continue to maintain compliance with ~~the~~ the certification standards and requirements set forth in the ASRC Training Standards, as determined by the appropriate Group Training Officer.

a. Any Active Member found to be deficient in any current certification shall be so notified in writing; if, six months after the written notice, the Active Member has not redressed the lapse to the satisfaction of the Group Training Officer, the Group Training Officer shall revoke the appropriate certification.

6.5 (Expulsion.)

- a. A member may be expelled from a Group only after three-fourths of the members with the right to vote in elections of that Group vote for his expulsion.
- b. Voting on questions of expulsion shall be by written ballot, with vote by proxy accepted.
- c. A record of the number of votes shall be made at the request of any member with the right to vote in Group elections.
- d. A Group vote for expulsion may be reversed by a decision of the ASRC Board of Directors.
- e. Any member expelled from a Group shall lose all Conference membership; any Active Member expelled from a Group may apply for at-large Membership as set forth in Subsection 2.4.

7 AUXILIARY MEMBERS

(reserved)*

*Since Associate and Auxiliary Members are defined in the Articles of Incorporation, the simplest way to deal with this is to simply "undefine" them in the Bylaws. The next time we're

3 ACTIVE MEMBERS

3.1 Active Membership (referred to as Certified Membership in the Articles of Incorporation) shall be conferred upon those applicants who are certified by the Group Training Officer (or the Board of Directors itself, for applicants for at-large memberships) to have:

- a. completed 32 hours of activity with the ASRC, and
b. read the Articles of Incorporation, Bylaws, Training Standards, SAROP, and Operations Manual and signed a statement to that effect, and

3.2 The standards and requirements for member training certification levels shall be set forth in the ASRC Training Standards. Member certification to all levels shall be determined by the Group Training Officer. In the case of a Group with no Active Members, or of a new Group, or for applicants for at-large Active Membership, applicants may be certified and elected directly by the Board of Directors.

3.3 All Active Members shall have all rights of voting and of eligibility for office in the ASRC and in the Groups in which they hold membership.

3.4 Active Members must state, to the Conference Secretary, the Certified or Affiliate Group in which they wish to hold their primary membership.

4 TRAINEE MEMBERS

4.1 Trainee Membership may be offered to applicants who wish to become Active Members, but who have not yet met the requirements for Active Membership listed in subsection 3.1, above,

4.2 Trainee Membership shall be granted to any applicant who secures a simple majority of the votes cast in a scheduled membership meeting of the Group to which he applies.

4.3 Trainee Members shall have no rights of voting or of holding office in the Group or the Conference.

4.4 Trainee Membership shall be valid for a period of one year unless extended as follows.

- a. A Group Training Officer may extend a Trainee's membership by six months.

- b. Extension of a Trainee's membership beyond a total of eighteen months requires both the recommendation of the Group Training Officer and an affirmative simple majority vote at a regular business meeting of the Trainee's Group, or for Trainees-at-Large, of the Board of Directors of the ASRC.

5 SUSTAINING MEMBERS

- 5.1 Sustaining Membership may be offered by the ASRC and by each of its Groups to those organizations and individuals who wish to contribute monetary or material support to the ASRC or to one of its Groups.*
- 5.2 The ASRC Board of Directors shall establish standard membership fees for Sustaining Members who contribute financial support, and shall establish guidelines for the distribution of these monies within the ASRC and its Groups.
- 5.3 The ASRC Board of Directors shall establish guidelines for awarding Sustaining Memberships to those individuals or organizations which contribute material support to the ASRC or one of its Groups.
- 5.4 Sustaining Membership shall be granted to these applicants who meet the requirements of sections 5.1, 5.2, and 5.3 (above) and who secure a simple majority of the votes cast in a scheduled membership meeting of the Group to which they apply, or who secure an affirmative vote of the Board of Directors.

6 TERMINATION OF MEMBERSHIP

- 6.1 Any member may resign his membership upon written notice by him to the Group Training Officer of his Group or to the Secretary of the Board.
- 6.2 If in the estimation of a Group Training Officer (or of the Secretary of the Board for at-large members) a member has shown neither interest in the activities of the ASRC nor significant activity with it** over a period of one year, the Group Training Officer or Secretary shall provide him written notice, at

*With the new definition of Active Membership, Ham radio operators, accountants, and others who were for a while Sustaining Members, can now become Active Members with no training certification.

**This was changed to make it easier to get rid of Active Members who are no longer active. "Significant" activity could be taken to be roughly 32 hours per year, but I don't think we want to tie ourselves down to this in the Bylaws.

of the Articles of Incorporation. In the event of a petition by the membership, the Secretary shall distribute the notice within thirty days of receipt of the petition at the expense of the ASRC.

3 GROUPS*

The ASRC shall be comprised of five types of Groups: Probationary Affiliate Groups, Affiliate Groups, Probationary Certified Groups, and Certified Groups. ~~//and/Rescue/Groups//Rescue/Groups/shall/be classified/as/Mountain/Rescue/Association/Regular/Teams//and/all other/Groups/shall/be/classified/as/Mountain/Rescue/Association Associate/Groups//Rescue/Groups/shall/be/capable/of/independently/prosecuting/technical/rescue/operations//~~ Certified Groups shall be capable of independently prosecuting most wilderness search and rescue operations, and Affiliate Groups shall be capable of supporting other Groups in wilderness search and rescue operations.**

- 3.1 To become a Probationary Affiliate Group, an organization must meet all requirements for a Probationary Certified Group, except that:
 - a. A Probationary Affiliate Group need have only ten Active Members, including six Field Team Member certified members, or equivalent, as determined by the sponsoring Group's Group Training Officer, and as defined in the ASRC Training Standards.
 - b. A Probationary Affiliate Group may select only one non-voting delegate to the ASRC Board of Directors.
 - c. The Group must possess minimum Affiliate, rather than Certified, Group equipment, as set forth in the ASRC Operations Manual.
- 3.2 To receive a Charter as an Affiliate Group, a Probationary Affiliate Group must:
 - a. have met all requirements to become a Probationary Affiliate Group, and completed 18 months as a Probationary Affiliate Group, during which period at least five Group members have attended each of nine Conference events.

*To make this section more readable, I've reordered the items in a more logical order, and tightened up the wording a bit. However, except as noted by highlighting and footnotes, I've made no substantive changes.

**This is to provide some indication in the Bylaws of why we have 2 kinds of Groups, and what the differences are.

- b. have at least sixteen ASRC Active Members, including ten with Field Team Member certification as defined in the ASRC Training Standards.
- c. pass a comprehensive Certified Group review, as specified in the ASRC Operations Manual.*
- d. present a written recommendation for a full Affiliate Group Charter from the sponsoring Certified Group.
- e. obtain an affirmative vote of two-thirds of the Active Members voting on the question in an ASRC membership meeting.
- f. select a Group Training Officer who must be confirmed by the Board of Directors.

3.3 To become a Probationary Certified Group, an organization must:

- a. obtain a vote of two-thirds of the Active Membership voting on the question in a membership meeting.
- b. obtain a letter of sponsorship from a Certified Group.
- c. agree to the meet and maintain the standards and requirements of an ASRC Group as specified in the Articles of Incorporation, Bylaws, Training Standards, and Operations Manual.
- d. have at least ten ASRC Active Members, including: two with Field Team Leader or higher certification, and six with Field Team Member or higher certification, as determined by the sponsoring Group's Group Training Officer, as defined in the ASRC Training Standards.**

*This review need not be a specific test of the Group in isolation. A formal recommendation to the Board, by the ASRC Training Committee Chairman, based on observation of Group members on missions and at training, could suffice.

**This change was made for clarity and to incorporate the new Active Member category. Unless we say something like "Rescue, Certified, and Affiliated Groups must meet standards as specified in the Operations Manual," we will have to specify some of the training certification levels here, even though they will be defined in the Training Standards. Switching from member categories to training certification levels also requires us to look at the number of members in a slightly different way. It used to be that Basic Members and Associates (formerly Trainees) were different membership classes. With the new training certification levels, anyone who holds Field Team Leader certification (old Basic) will also have Field Team Member (FTM) certification (old Field Associate/older Trainee): all of our FTL's are also FTM's. The old Probationary Certified Group standards require 10 members, including 2 Basic Members, 4 Field Associate Members and 4 Trainees. Since, according to the proposed new Training Standards, anyone who is a FTL must also hold FTM certification, that would translate as 2 with Field Team Leader (and FTM) certification and 4 more with just FTM certification (which means a total of 10 with Field Team Member certification).

ASRC Bylaws

- e. possess minimum Certified Group equipment, as set forth in the ASRC Operations Manual.
- f. have its members' qualifications endorsed by the sponsoring Certified Group's Group Training Officer.
- g. provide evidence that all members have undergone an individual Medical Examination, as defined by the ASRC Training Standards.
- h. meet all Conference financial obligations as defined by the Board of Directors.
- i. provide evidence of tax exempt status to the Chief Financial Officer of the ASRC.
- j. submit a membership roster to the ASRC Secretary, and a guide to Group call-out procedures to the ASRC Operations Officer.
- k. provide the Group's Bylaws to the Conference Secretary.
- l. select two Active Members to become non-voting delegates to the ASRC Board of Directors.

3.4 To receive a Charter as a Certified Group, a Probationary Certified Group must:

- a. have met all requirements to become a Probationary Certified Group, and completed 18 months as a Probationary Certified Group, during which period at least five Group members have attended each of nine Conference events.
- b. have at least 16 ASRC Active Members, including: six with Field Team Leader or higher certification, and ten with Field Team Member or higher certification, as determined by the sponsoring Group's Group Training Officer, and as defined in the ASRC Training Standards."
- c. pass a comprehensive Certified Group review, as specified in the ASRC Operations Manual.**

*See also the note about number and type of members under Probationary Groups (3.3.d). Since we have no need of Rescue Group standards, and since we will probably be making Rescue Specialist certification the same as MRA Rescue Membership, we may want to require a few Rescue Specialists in every Certified Group. Since this is quite controversial, I have not included this suggestion in the text.

**This review need not be a specific test of the Group in isolation. A formal positive recommendation to the Board by the ASRC Training Committee Chairman, based on observation of Group members on missions and at training, could suffice.

- d. present a written recommendation for a full Certified Group Charter from the sponsoring Certified Group.
- e. obtain an affirmative vote of two-thirds of the Active Members voting on the question in an ASRC membership meeting.
- f. select a Group Training Officer who must be confirmed by the Board of Directors.
- 3.5 To receive a Charter as a Certified Group, an Affiliate Group must:
- a. obtain a letter of sponsorship from a Certified Group.
- b. have met all requirements to become a Probationary Certified Group, and complete six months as a Probationary Certified Group (though with a Board delegate who retains voting privileges), during which period at least five Group members have attended each of three Conference events.
- 3.6 To receive a Charter as a Probationary Certified Group, an Affiliate Group must:
- a. have met all requirements to become a Probationary Certified Group, and complete six months as a Probationary Certified Group (though with a Board delegate who retains voting privileges), during which period at least five Group members have attended each of three Conference events.
- b. have met all requirements to become a Probationary Certified Group, and complete six months as a Probationary Certified Group (though with a Board delegate who retains voting privileges), during which period at least five Group members have attended each of three Conference events.
- c. have met all requirements to become a Probationary Certified Group, and complete six months as a Probationary Certified Group (though with a Board delegate who retains voting privileges), during which period at least five Group members have attended each of three Conference events.
- d. have met all requirements to become a Probationary Certified Group, and complete six months as a Probationary Certified Group (though with a Board delegate who retains voting privileges), during which period at least five Group members have attended each of three Conference events.

*The change to 25 members (unless a nearby Group is available for mutual aid) means that Rescue Groups will meet the membership requirements for MRA Regular Team status. Since all ASRC Groups have another Group nearby for mutual aid, there is really no significant change.

"This review need not be a specific test of the Group in isolation. A formal positive recommendation to the Board by the ASRC Training Committee Chairman, based on observation of Group members on missions and at training, could suffice.

ASRC Bylaws

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- 3.7 To remain in good standing as a *Rescuer*/Certified or Affiliate Group, an organization must:
- a. provide evidence that all new members have undergone an individual Medical Examination, as defined by the ASRC Training Standards.
 - b. undergo a comprehensive review, to be defined and conducted by the Board of Directors, at regular intervals, not to exceed thirty-six months.
 - c. continue to meet all Conference financial obligations as defined by the Board of Directors.
 - d. provide up-to-date membership rosters and Group call-out procedures to the ASRC Secretary.
 - e. maintain an up-to-date version of the Group's Bylaws with the Conference Secretary.
- 3.8 All Active Members of a probationary Group shall have full voting rights in the ASRC.
- 3.9 Violations of a Group's responsibilities as designated in the Articles of Incorporation, Bylaws, Training Standards, or Operations Manual may be cause for the Group's charter to be revoked by the ASRC Board. A Group's charter shall be revoked by a vote of three-fourths of the Board of Directors, or by a vote of two-thirds of the Active Membership. All members of a Group which has had its charter revoked, except Trainees, shall be granted the opportunity of application for Conference member-at-large status, or equivalent membership in another Group.
- 3.10 Each Group will maintain as a minimum the standards of certification and operational readiness and capability specified in the ASRC Training Standards and Operations Manual.
- 4 ASSOCIATION WITH OTHER ORGANIZATIONS
- 4.1 The Board of Directors is empowered to enter into cooperative agreements, formal or informal, with other organizations and agencies, provided:
- a. such agreements are in the best interest of providing enhanced search and rescue or rescue-related service to the public;

- b. such agreements do not conflict with the Articles of Incorporation or Bylaws;
- c. such agreements do not impair the effectiveness of the ASRC in providing services to the public;
- d. such agreements do not make the ASRC, or its Groups or members, more liable for prosecution;
- e. such agreements do not restrict ASRC officers or members in caring for the safety of victims or search and rescue personnel; and
- f. such agreements do not place ASRC personnel involuntarily under the direction of leaders not ASRC Certified, such that the ASRC personnel cannot decline to follow directions they consider unnecessarily dangerous to victims or search and rescue personnel, or deleterious to the goals of the mission.

5 PARLIAMENTARY AUTHORITY

- 5.1 The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the ASRC in all cases to which they are applicable and in which they are not inconsistent with the ASRC Articles of Incorporation, Bylaws, or any special rules of order the ASRC may adopt.
- 5.2 The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Groups in all cases to which they are applicable and in which they are not inconsistent with the ASRC Articles of Incorporation, these Bylaws, and any other Constitution, Bylaws, special rules of order, or other governing rules a Group shall adopt.
- 5.3 Copies of the Articles of Incorporation, Bylaws, and any special rules of order of the ASRC shall be made available to every member of the ASRC.
- 5.4 Copies of any Group Constitution, Bylaws, special rules of order, or other governing rules shall be available to any Group member, and copies shall be kept on file with the Secretary of the ASRC.

ARTICLE IV - FINANCES

1 SOURCES

ASRC Bylaws

- 1.1 The Board of Directors shall provide for the financial needs of the ASRC by approving fund raising projects, soliciting donations of funds, equipment and services, dues, and administrative fees.
- 1.2 Neither the ASRC, its Groups, nor its members shall permit use of any name, symbol, or other identification of the ASRC or its Groups for the purpose of commending or endorsing any commercial product or service, except when such commendation or endorsement will contribute directly to the purposes of the ASRC, as determined by the ASRC Board of Directors.
- 1.3 All donations shall be acknowledged in writing.

2 DISTRIBUTION OF FUNDS

- 2.1 ASRC funds shall be used only to advance the purposes of the ASRC.
- 2.2 ASRC funds may be used to:
 - a. provide for the administrative functions of the ASRC, including publications and mailings;
 - b. provide for the costs associated with the ASRC level of operations as defined in the ASRC Operations Manual;
 - c. purchase needed equipment to be issued to ASRC Groups or operational stations;
 - d. provide for outdoor safety education programs; and
 - e. provide additional funding to Groups exhibiting special needs.
- 2.3 No expenditures shall be made without the approval of the Treasurer or the approval of a majority of the Board of Directors.
- 2.4 A detailed financial report shall be submitted as part of the Treasurer's Report at each general membership meeting, and ASRC financial records shall be public record.

ARTICLE V - AMENDMENTS

- 1 Amendments to these Bylaws must be proposed by the Board of Directors or by petition of at least ten percent of the Active Membership, or by proposal from the floor at a membership meeting.

- 2 Amendments must receive a vote of two-thirds of the Active Membership to be enacted.