

Maui Crime Stoppers, Inc.

By-Laws

&

Standing Rules

INDEX
BY-LAWS

ARTICLE I NAME AND LOCATION _____ PAGE 4

ARTICLE IA PURPOSE _____ PAGE 4

ARTICLE II MEMBERS _____ PAGE 4

ARTICLE III BOARD OF DIRECTORS _____ PAGE 4

Section 1. Composition _____ PAGE 4

Section 2. Terms of Office _____ PAGE 4

Section 3. Removal, A. By Vote Without Cause _____ PAGE 4

B. Automatic Due to Delinquent Attendance _____ PAGE 5

Section 4. Enumerated Powers _____ PAGE 5

ARTICLE IV MEETING OF DIRECTORS _____ PAGE 6

Section 1. Regular Meetings _____ PAGE 6

Section 2. Special Meetings _____ PAGE 6

Section 3. Quorum _____ PAGE 6

ARTICLE V OFFICERS AND DUTIES _____ PAGE 6

Section 1. Officers _____ PAGE 6

Section 2. Election and Term of Office _____ PAGE 6

Section 3. Vacancies _____ PAGE 6

Section 4. Duties and Powers _____ PAGE 6

A. President _____ PAGE 6

B. Vice President _____ PAGE 7

C. Secretary _____ PAGE 7

D. Treasurer _____ PAGE 7

ARTICLE VI	COMMITTEES_____	PAGE 8
	Section 1. Standing Committees_____	PAGE 8
	Section 2. Special Committees_____	PAGE 8
	Section 3. Executive Committee_____	PAGE 8
	Section 4. Nominating Committee_____	PAGE 8
ARTICLE VII	NOMINATIONS AND ELECTIONS_____	PAGE 8
	Section 1. Nominations_____	PAGE 8
	Section 2. Additional Nominations for Officers_____	PAGE 9
ARTICLE V111	CONTRIBUTIONS AND DEPOSITORIES_____	PAGE 9
	Section 1. Contributions_____	PAGE 9
	Section 2. Depositories_____	PAGE 9
ARTICLE IX	CONTRACTS & DEBTS_____	PAGE 9
ARTICLE X	FISCAL YEAR_____	PAGE 9
ARTICLE XI	PARLIAMENTARY AUTHORITY_____	PAGE 9
ARTICLE XII	AMENDMENTS_____	PAGE 10

STANDING RULES

I.	AREAS COVERED BY CRIME STOPPERS_____	PAGE 11
II.	ELIGIBILITY FOR REWARDS_____	PAGE 11
III.	AMOUNT OF REWARDS_____	PAGE 11
IV.	CRIME OF THE WEEK_____	PAGE 12
V.	METHOD OF PAYMENT_____	PAGE 12
VI.	SUSPENDING RULES_____	PAGE 12
VII.	MPD ROLE IN CRIME STOPPERS_____	PAGE 12

By-Laws of Maui Crime Stoppers, Inc.

ARTICLE I **NAME AND LOCATION**

The name of the Corporation is : Maui Crime Stoppers, Inc., hereinafter referred to as “Maui Crime Stoppers.” The principal office of the Corporation shall be at such place in the State of Hawaii as the Board of Directors shall from time to time determine. The principal address of the Corporation is PO Box 2580, Wailuku, Maui, but meetings of the Directors may be held at such places as may be designated by the Board of Directors.

ARTICLE IA **PURPOSE**

The organization’s purpose is: Educational and to promote the general welfare of the community by assisting the Maui County Police Department in the apprehension and conviction of criminals, by creating public awareness and motivating citizens to cooperate with the Maui County Police Department and other law enforcement agencies, and by providing funds for rewards and awards for such cooperation.
(amended/added 8/20/02)

ARTICLE II **MEMBERS**

The Board of Directors shall comprise the members of Maui Crime Stoppers, Inc.

ARTICLE III **BOARD OF DIRECTORS**

Section 1: Composition: The number of Directors comprising the Board of Directors shall be fifteen (15), and initially shall be those persons named in the Articles of Incorporation. The number of Directors comprising the Board may be changed from time to time by amendment of these By-Laws within the limits fixed by the Articles of Incorporation. No member shall receive any compensation for serving on the Board. (Amendment adopted 1/1/90 changing number from 21 to 15).

Section 2: Terms of Office: A term of office shall normally be for three (3) years. Terms shall begin at the close of the annual meeting and may be for one (1), two (2), or three (3) years, the objective being, insofar as practical, to have no more than one-third (1/3) to one-half (2) of the directors replaced at any one time.

Section 3: Removal (Amended 6/18/91, RESOLUTION NO. 2)

A. By Vote, Without Cause. A Director may be removed at any time, without necessity of establishing a cause upon the vote of two-thirds (2/3) of Directors attending any regular or special meeting where a quorum is established. Written notice that such matter will be brought before the Board for a vote shall be sent to all Directors at least five (5) days prior to the meeting date. The Director sought to be removed by vote may attend the meeting, may be heard, but shall not vote, and his or her presence shall not

be counted in establishing a quorum.

B. Automatic, Due to Delinquent Attendance. A Director who fails to attend three (3) consecutive meetings of the Board, whether a regular or a properly called special meeting, or, a Director who fails to attend at least two (2) regular or special meetings during any four (4) month period shall be deemed subject to an automatic removal from the Board, without the necessity of vote. Immediately following the date of the regular or special meeting which was not attended by the offending Director, and which absence subjects that person to removal under this sub-section, the Secretary shall mail notice to the offending Director that his or her removal will become effective at the next regular or special meeting of the Board unless that person files with the Secretary, at least five (5) days prior to the date of such meeting, his or her written request for reinstatement.

(1) For purpose of this sub-section, an absence shall not be counted if the absent Director, prior to the meeting being called to order has informed the Secretary or any Director who attends that meeting of his or her intention not to attend. In such case the Secretary shall note in the minutes that the absent Director was excused.

(2) If the offending Director fails to timely file a written request for reinstatement, his or her term shall automatically terminate as of the date of the next regular or special meeting following the meeting that the offending Director did not attend. The Presiding Officer shall declare that the offending Director's term is terminated, and the vacancy shall be filled in the manner prescribed in these by-laws.

(3) If the offending Director timely requests reinstatement in the manner specified, at the meeting where such issue is to be considered, the Board shall vote on whether to accept or reject the request. The issue shall be decided by a majority vote. The offending Director may attend the meeting where his or her request is to be considered, may be heard, but shall not vote on the issue, nor shall his or her presence be considered in establishing a quorum.

Section 4. Enumerated Powers: In managing the affairs of Crime Stoppers, the Board shall specifically have, but not be limited to, the power to:

- A. Adopt standing rules.
- B. Employ individuals
- C. Procure and maintain liability insurance to protect its members in the performance of their duties, and hazard insurance to protect Crime Stoppers property.
- D. Procure and maintain bonds for persons having custody of funds.
- E. Authorize disbursement of funds.
- F. Take any action or do any thing as empowered by the Articles of Incorporation.

ARTICLE IV **MEETING OF DIRECTORS**

Section 1: Regular Meetings: The Board of Directors shall meet monthly unless such monthly meeting is deemed unnecessary by the President.

Section 2: Special Meetings: Special meetings of the Board of directors may be called by the President with at least twenty-four (24) hours notice, or by any four (4) Board members with at least five (5) days of written notice. Such notice by the President or at least four Board members shall include a statement of the purpose of the meeting as well as the date, time and location of the special meeting.

Section 3: Quorum: A majority of members of the Board of Directors then fixed by these By-laws, excluding vacancies shall comprise a quorum for the purpose of conducting business; provided, however, not less than one-third (1/3) of the number of Directors then fixed by these By-laws, including vacancies shall be necessary to comprise a quorum.

Section 4: Annual Meeting The Annual Meeting will be held in May each year with the slate of new officers to be voted on at this meeting.

ARTICLE V **OFFICERS AND DUTIES**

Section 1: Officers The officers of Crime Stoppers, who shall be Directors, shall be the President, the three Vice-Presidents, the Secretary, and the Treasurer, and such other officers as the Board may elect from time to time to carry out the affairs of Crime Stoppers.

Section 2: Election and Term of Office: All officers shall be elected by the Board of Directors and shall serve until their successors are elected. One person may hold more than one office. All officers shall be subject to removal at any time with cause by the Board of Directors. The Board of Directors may, in its discretion, elect acting or temporary officers and may limit or enlarge the duties and powers of any officer elected by it.

Section 3: Vacancies A vacancy shall be filled by ballot vote of the Board from a slate presented by the nominating committee. The officer elected shall serve for the remainder of the term of the member he or she replaces. No name shall be placed in nomination without the consent of the nominee.

Section 4: Duties and Powers: The officers shall perform the duties and exercise the powers prescribed by the Articles of Incorporation, these By-Laws, the parliamentary authority adopted herein and those assigned by the Board or which normally pertain to the office. These duties and powers shall include but not limited to the following;

A. The President shall:

- (1) Be the principal officer of Crime Stoppers.
- (2) Preside at all meetings of the Board of directors and the Executive Committee.
- (3) Co-sign all checks, promissory notes and contracts.

(4) Appoint standing committee chairpersons and members, except for the nominating committee, and create special committees and appoint chairpersons and members thereof as the need arises.

(5) Be an ex-officio member of every committee except the nominating committee.

B. The Vice-Presidents shall, in the order designated by the President of the Board of Directors:

(1) Assume such duties as may be assigned by the President, the Board of Directors or the Executive Committee.

(2) In the absence of the President, preside at all Board of Directors and Executive Committee meetings.

(3) In the absence of the President, create special committees and appoint chairpersons and members thereof as the need arises, fill vacancies on standing committees except for the nominating Committee.

(4) Be an alternate for co-signing checks in the absence of the President.

(5) **(amended 8/17/99)** Within sixty (60) days conduct orientation of new board members.

C. The Secretary shall:

(1) Record the proceedings of all meetings of the Board of Directors and Executive Committee.

(2) Provide each member of the Board with a copy of the Minutes of each Board of Directors meeting.

(3) Assume such duties as may be assigned by the President, the Board of Directors, or the Executive Committee.

D. The Treasurer shall:

(1) Be custodian of all funds.

(2) Make a financial report at each meeting of the Board of Directors.

(3) Co-sign all checks, promissory notes and contracts.

(4) Disburse rewards to individuals as authorized by the Board of Directors, after reasonably satisfying him or herself as to the identity of the recipient.

(5) Disburse funds budgeted and approved by the Board of Directors. Disbursement is conditional upon the availability of funds.

ARTICLE VI COMMITTEES

Section 1: Standing Committees: There shall be standing committees to deal with the following subjects:

- A. Fund Raising
- B. Public Awareness
- C. Organization and Policy.

And additional ones may be created by amendment to these By-Laws. The chairpersons shall be members of the Board of Directors, but additional members need not be.

Section 2: Special Committees : Special Committees may be created by the President of the Board of directors and the President shall have the authority to designate members of the special committees. The chairpersons shall be members of the Board, but additional members need not be.

Section 3: Executive Committee: There shall be an Executive Committee composed of the six (6) officers. The Executive Committee shall have all of the powers of the Board of Directors between meetings, however, when an emergency is declared by a 2/3 vote of the Executive Committee members, it shall have the authority to disburse funds not in excess of one hundred (\$100) dollars. Meetings may be called by the President and three (3) members shall constitute a quorum.

Section 4. Nominating Committee:

A. **Membership:** A nominating committee shall consist of the First Vice-President as Chairperson and two (2) other members of the Board of Directors, one selected by the Chairperson and one by the President.

B. **Duties:** The nominating committee shall continually screen and consider the qualifications of potential candidates for members of the Board, for their comment, the names of persons recommended for the Board. The Committee shall carry out the responsibilities assigned to it under Article VII, Nominations and Elections. To assure proper screening and consideration of candidates for the Board, members of the Board should make recommendations to the nominating committee at least thirty (30) days prior to the election.

ARTICLE VII NOMINATIONS AND ELECTIONS

Section 1: Nominations: The nominating committee, after obtaining the consent of each candidate, shall distribute to each Board member, at least twenty-five (25) days prior to the annual election meeting or any meeting at which an officer or Board member is to be elected, a notice setting forth the following:

- A. A proposed single slate of candidates for any officer position to be filled.

B. At least one candidate for each of the Board positions to be filled, setting forth the terms, where appropriate.

Section 2: Additional Nominations for Officers: Additional nominations for any officer position to be filled after obtaining the consent of the nominee, may be made by petition signed by two (2) members of the Board and delivered to the Chairperson of the Nominating Committee at least one (1) week prior to the election. No member may sign a petition for more than one candidate for the same office.

ARTICLE VIII **CONTRIBUTIONS AND DEPOSITORIES**

Section 1: Contributions: Any contributions, bequests or gifts made to Maui Crime Stoppers, Inc. shall be accepted or collected and deposited only in such a manner as shall be designated by the Board of Directors.

Section 2: Depositories The Board of Directors shall determine what depositories shall be used by Crime Stoppers as long as such Depositories are located within the State, are authorized to transact business by the State of Hawaii and are federally insured. All checks and orders for the payment of money from said depositories shall bear the signature of two officers of the Corporation.

ARTICLE IX

All contracts and evidences of debt may be executed only upon resolution of the Board of Directors. The President and the Treasurer shall execute, in the name of Crime Stoppers. All contracts of other instruments so authorized by the Board of Directors.

ARTICLE X **FISCAL YEAR**

Maui Crime Stoppers will operate on a fiscal year beginning June 1st.

ARTICLE XI **PARLIAMENTARY AUTHORITY**

Robert's Rules of Order, newly revised, shall be the parliamentary authority for all matters of procedures not specifically covered by the Articles of Incorporation, these By-Laws or special rules of procedure adopted by the Board of Directors.

ARTICLE XII
AMENDMENTS

These By-Laws may be amended by a two-thirds (2/3) vote of the Board of Directors at any regular meeting or special meeting, provided that the amendment has been submitted to the Board in writing at least third (30) days prior thereto.

CERTIFICATE

The undersigned Secretary of Maui Crime Stoppers Incorporated hereby certifies that the foregoing bylaws were duly adopted by the members of the Board of Directors at a meeting duly called and held for such purpose on July 21, 1981 and that the same remain in full force and effect. DATED: November 5, 1982. (Signature on File)

As amended up to and including 8/17/99.

MAUI CRIME STOPPERS INC.
Standing Rules Covering Rewards and the Role of the MPD

These Standing Rules are designed to guide the Board of Directors in its deliberations on matters pertaining to rewards and to provide sufficient flexibility for the efficient handling of unique situations. They also set forth the understanding between the Maui Police Department and the Board concerning the responsibilities of the Maui Police Department and the Police Coordinator in connection with the Crime Stoppers Program.

I. Areas Covered by CRIME STOPPERS

A. CRIME STOPPERS will deal primarily with unsolved felony crimes wanted in felony cases.

B. Under unique circumstances, as determined by the Board, where the purpose of CRIME STOPPERS may best be served by so doing, the Program may deal with misdemeanors.

II. Eligibility for Rewards

A. Any person, except as restricted below, who directly Contacts CRIME STOPPERS and gives information which leads to the arrest and indictment (or equivalent) of an adult or juvenile, or to the arrest of a fugitive wanted in a felony case, will be eligible for a reward.

B. Under Unique circumstances, where the purpose of CRIME STOPPERS may be best served by so doing, a reward may be approved and paid to an informant prior to an arrest, indictment, or apprehension, based upon the specific, detailed request of the Police Coordinator.

C. The following persons will not be eligible for a reward:

1. A commissioned law enforcement officer and members of his/her immediate family.
2. The perpetrator or co-perpetrators of the crime.
3. The victim of the crime.
4. The fugitive

5. A member of the Board of Directors of Maui Crime Stoppers Inc. and members of his or her immediate family.

D. If more than one person furnished information about the same crime or fugitive, as set forth in "A" above, the reward money shall be divided as the Board may determine, based primarily upon the relative importance of the informants information.

E. The reward shall be doubled if the informant testifies in Court.

III. Amount of Rewards

A. Up to \$1,000. Reward for each Asolved≅ felony crime or arrested fugitive, will be paid.

B. The amount in each case shall be determined by the Board and shall depend on the importance of the Information , the nature and severity of the crime, the risk to the informant, the amount of property recovered (if any) and the importance of the informant as a regular source, all as detailed by the Police Coordinator.

IV. Crime of the Week

A. As the Board and the Police Coordinator may agree, a specific, unsolved felony crime or wanted fugitive shall be selected as the "Crime of the Week."

B. The "Crime of the Week" will be publicized by the media with a reward offered for information which "solves" the crime, or leads to the arrest of the fugitive.

C. As the Board and the Police Coordinator may agree, rewards for unpublicized felonies may be awarded for information which "solves" the crime or leads to the arrest of the fugitive.

V. Method of Payment

A. The board will be responsible for the payment of approved rewards to informants. Payment shall be made by a member of the Board (normally the Treasurer) and not by a member of the MPD; provided however, for good cause shown, the Executive Committee may designate a member of MPD or someone other than a Board member to make payment.

B. After following procedures designed to insure that it the correct person, the informant shall be paid in cash to help preserve anonymity.

C. If a "drop" procedure is used, it should be witnessed by at least two persons, one of whom shall be a board member.

VI. The Board may suspend any of the foregoing rules at any meeting of the Board or Executive Committee by a two-thirds (2/3) vote.

VII. Maui Police Department's Role in CRIME STOPPERS

A. The MPD will assign at least one qualified police officer as Coordinator of the CRIME STOPPERS PROGRAM, and such additional, full-time or part-time trained personnel, as may be necessary to carry out the responsibilities of the Coordinator.

B. The MPD Coordinator is responsible for:

1. Having the CRIME STOPPERS PHONE (242-6966) manned during a minimum period of 8:00 A.M. to 5:00 P.M., Monday through Friday.

2. Liaison with the Board of Directors

3. Liason with the media.

4. Processing raw intelligence received and coordinating it with appropriate police

department approval.

5. Tracking each CRIME STOPPERS informant's data to a conclusion.
6. Maintaining records in the form of (1) log and (2) questionnaire.
7. Reporting monthly to the Board.
8. Coordinating and cooperating with the law enforcement agencies on CRIME STOPPERS matters in Hawaii and elsewhere.
9. Referring fund raising requests to the Board.

Note: Signatures on file of Maui Police Department Chief and President Maui Crime Stoppers, Inc dated 9/22/82