

**Search and Rescue Council of Walla Walla County  
BYLAWS**

**TABLE OF CONTENTS**

<b>Article I</b>	<b>Name</b>
<b>Article II</b>	<b>Purpose</b>
<b>Article III</b>	<b>Membership</b>
<b>Article IV</b>	<b>Organization of the SAR Council</b>
<b>Article V</b>	<b>Nominations and Elections</b>
<b>Article VI</b>	<b>Committees</b>
<b>Article VII</b>	<b>Finance</b>
<b>Article VIII</b>	<b>Meetings of the Membership</b>
<b>Article IX</b>	<b>Conflict of Interest</b>
<b>Article X</b>	<b>Amendments</b>
<b>Article XI</b>	<b>Dissolution</b>

**Search and Rescue Council of Walla Walla County  
BYLAWS**

**Article I      Name**

Section 1 The name of the organization shall be Search and Rescue Council of Walla Walla County (SAR Council). The SAR Council shall be a non-profit organization incorporated under the laws of the State of Washington. The time of existence of this organization shall be perpetual.

**Article II      Purpose**

Section 1 The Search and Rescue Council of Walla Walla County is organized exclusively to provide assistance in the field of search and rescue to the Walla Walla County Sheriff's Office (WWCSO) and other responsible agencies involved in search and rescue operations according to RCW 38.52 and Chapter 118-04 WAC Emergency Worker Program.

Section 2 Objectives:

- To aid and assist in finding lost or missing persons including first aid care and evacuation.
- To provide a training structure and documentation to ensure a qualified group of search and rescue volunteer members.
- To promote public education of wilderness safety.
- To provide other activities requested by the WWCSO and Walla Walla County Emergency Management Department (EMD) pursuant to RCW 38.52 and WAC 118-04.

**Article III      Membership**

Section 1 Membership is voluntary and shall be open to any eligible person interested in furthering the purposes of the SAR Council and willing to meet the requirements without regard to race, creed, color, sex, sexual orientation, marital status, national origin, or religion.

Section 2 General requirements:

- a. Successfully pass a background check of criminal history and driving record performed by the WWCSO.
- b. Complete requirements for a Washington State Emergency Worker card as issued by the Emergency Management Department.
- c. Is eighteen (18) years of age or older. Persons sixteen (16) to eighteen (18) years of age may be members if parent or guardian provides a written consent form authorizing the child to participate in SAR activities.
- d. Has complied with any/all Proof of Insurance laws for motor vehicles as provided by Washington State law. Documentation of current and valid Proof of

Insurance will be required of each member on a yearly basis, and may be requested of any member at any time by the SAR Council Executive Committee. This requirement applies for any SAR Council member who may be assigned to operate a vehicle during a mission or training event.

e. Pay the annual dues.

Section 3 The dues will be paid by the member at the beginning of the calendar year or when they establish membership.

Section 4 Members must maintain at least the minimum WAC 118-04-120 training classes and remain active and available for call-out status.

Section 5 All members are subject to Washington State RCW 38.52, WAC 118-04, SAR Council Bylaws and Standards, Policies and Procedures.

Section 6 Only active members in good standing may vote or hold office.

Section 7 Membership in the SAR Council shall terminate upon the member's resignation, failure to pay dues or expulsion from membership.

Section 8 Classes of membership shall be as defined by WAC 118.04 and as further defined by the SAR Council policies and procedures:

- a. Trainee Member
- b. Active Member
- c. In-Active Member
- d. Temporary Member

Section 9 The SAR Council maintains five units available to their membership: Ground, Support, Medical, Mounted, and Transportation and other units as needed and as established by the SAR Council.

#### **Article IV ORGANIZATION OF THE SAR COUNCIL**

Section 1 The elected officers are President, Vice President, Secretary, Treasurer and three Members At Large. All officers and Members At Large shall be members in good standing. Each of the officer positions is elected for a term of one year. The Members At Large are elected for a term of two years. Officers and Members At Large are limited to two consecutive terms of office for a specific office. The Past President shall be an ex-officio member of the Executive Committee.

a. The President shall be the chief executive officer for the SAR Council and have overall responsibility for the management of the organization and the direction of the Council's Executive Committee.

b. The Vice President shall be responsible for the management of the SAR Council and the direction of the Council's Executive Committee in the absence of the President and shall perform such duties as are customary for the Vice President.

c. The Secretary shall keep a complete and accurate account of all proceedings in the meetings of the Executive Committee and the SAR Council.

d. The Treasurer shall maintain the bank account for the SAR Council, make deposits and disburse all money as directed by the Executive Committee. The Treasurer shall make financial reports at the Council meetings and prepare financial reports as requested.

e. Members at Large shall have such responsibilities as may be assigned to them by the Executive Committee.

Section 2 The Executive Committee, comprised of the elected officers, three Members At Large, and ex-officio member(s) will:

a. Direct the administrative activities of the SAR Council.

b. Be authorized to adopt and publish such policies, procedures and rules as may be necessary and consistent with the RCW, WAC and Bylaws of the SAR Council.

c. Shall meet at least quarterly.

Section 3 If an officer or Member At Large is unable to complete their term of office for any reason, the position shall be filled by a SAR Council member in good standing that is chosen by the Executive Committee and ratified by the SAR Council membership.

Section 4 An officer or Member At Large may be removed from office for just cause in connection with the affairs of the organization by a two-thirds (2/3) vote of the members present and in person at an official meeting of the membership, or by a two-thirds (2/3) vote of the Executive Committee.

Section 5 Ex-Officio members of the Executive Committee shall consist of the Past President, the representative(s) of the Walla Walla County Sheriff's Office and others, as established in the policies and procedures.

## **Article V                      Nominations and Elections**

Section 1 The nomination and election of officers and Members At Large shall be conducted annually. The officers and Members At Large will be selected by the membership and voted on at the November meeting preceding the calendar year. All voting active members shall have the right to vote in the election. The President will appoint a nominating committee at the September meeting. The committee seeks members interested in serving as officers or Members At Large and brings those names to the October meeting. Nominations from the floor are taken at the October meeting in addition to any write in candidates. Nominated members must be active members and willing to serve in order to be nominated. The slate of nominees will be sent out with the November newsletter. Voting at the November meeting will be by printed ballot with room at each position for write in candidates. Absentee ballots will go out with the November newsletter. To be considered valid, the absentee ballots must be sealed in an envelope with the member's signature on the outside of the envelope. They must be turned in to the Walla Walla County Sheriff's Office by noon the day prior to the

elections. WWCSO personnel will oversee the counting of the ballots. Election results will be posted immediately.

Section 2 Candidates who are elected shall take office on the first day of January following their election in November, and shall hold office for the duration of their terms or until their successors have been elected and qualified.

Section 3 If an officer or Member At Large is unable to complete their term of office for any reason, the position shall be filled by a SAR Council member in good standing that is chosen by the Executive Committee and ratified by the SAR Council membership.

## **Article VI                      Committees**

Section 1 The President, with Executive Committee concurrence, may authorize the establishment of standing or temporary committees to advance the purposes of the Council. They shall define each committee's purpose, authority and expected outcomes.

Section 2 The President, with the approval of the Executive Committee, shall appoint all committee members and a chairperson for each committee. Committee members will be appointed from the membership of the SAR Council. Ex-officio members may be appointed if their particular expertise is needed.

## **Article VII                      Finance**

Section 1 The administrative and fiscal year of the SAR Council shall be from January 1 to December 31.

Section 2 Annual membership dues shall be set by the Executive Committee and communicated to the SAR Council membership.

Section 3 The Executive Committee shall establish policies and procedures to govern the management of its finances.

## **Article VIII   Meetings of the Membership**

Section 1 The SAR Council membership will meet throughout the year at a time and location voted on by the general membership, where a meeting quorum exists. The membership will meet at least quarterly. The annual meeting shall be held in November of each year.

Section 2 Special meetings may be called at the discretion of the Executive Committee to resolve urgent problems.

Section 3 A simple majority of those present shall constitute a quorum for the Executive Committee, SAR Council meetings, and special meetings, unless otherwise provided by these Bylaws.

Section 4 Meetings shall be conducted in accordance with parliamentary procedures determined by the policies and procedures.

Section 5 Notification of meetings will be made to the entire membership at least five calendar days prior to the meeting. Notification may be by email, letter or telephone.

#### **Article IX Conflict of Interest**

Section 1 Any member of the SAR Council who has a financial, personal, or official interest in, or conflict (or appearance of a conflict) with any matter pending before the Council, of such nature that it prevents or may prevent that member from acting on the matter in an impartial manner, will offer to the Council to voluntarily excuse him/herself and will vacate his/her seat and refrain from discussion and voting on said item.

#### **Article X Amendments**

Section 1 These Bylaws may be amended by a two-third vote of the membership of the SAR Council present at any meeting, provided a quorum is present and a copy of the proposed amendment(s) were provided to each Council member at least thirty (30) days prior to said meeting.

#### **Article XI Dissolution**

Section 1 Upon the dissolution of the SAR Council, the Council shall, after paying or making provisions for the payment of liabilities of the Council, to dispose of all of its assets by distributing the same in accordance with all applicable provisions of the Nonprofit Act to any entity, corporation or group which is organized and operated exclusively as a tax exempt organization under 501 (c) (3) of the Tax Code, or the corresponding section of any future federal code.

These Bylaws approved by the membership at a meeting of the SAR Council on February 20, 2008.

These Bylaws effective February 20, 2008.