

Collection

REVISED 3/14/06

CONSTITUTION AND BYLAWS
ROYAL OAK CITIZENS CRIME PREVENTION COUNCIL

ARTICLE I. NAME

The name and title of this organization shall be known as the Royal Oak Citizens Crime Prevention Council.

ARTICLE II. OFFICE

The principal office of this organization shall be that of the City of Royal Oak.

ARTICLE III. ESTABLISHMENT

The establishment of this organization shall be provided for by the Royal Oak City Commission

ARTICLE IV. AUTHORITY

The authority of this organization shall be that as provided by, the Constitution and By-laws of this organization, and the Royal Oak City Commission.

ARTICLE V. EXISTENCE

The existence of this organization is to be perpetual, unless otherwise specified by the City Commission.

ARTICLE VI. OBJECTIVES

- Section 1. To decrease crime within the City of Royal Oak.
- Section 2. To raise the incentives for citizen participation in crime prevention programs.
- Section 3. To improve Police – Community relations.
- Section 4. To assist citizens and the City of Royal Oak in the formation of crime prevention programs
- Section 5. To make recommendations on programs and ordinances on matters related to crime prevention.
- Section 6. To assist all law enforcement agencies in the accomplishment of their duties regarding crime prevention.
- Section 7. To advise the City Commission and Police Department of needs and concerns related to Crime Prevention.

ARTICLE VII. MEMBERS

The members of this Council shall be appointed by the Royal Oak City Commission.

ARTICLE VIII. OFFICERS

Section 1. The officers of this Council shall consist of a Chairperson, Vice-Chairperson, and a Secretary.

Section 2. The Chairperson shall preside at all meetings and hearings of this Council, and shall have the duties normally conferred by parliamentary procedure on such office. The Chairperson shall have the privilege of discussing all matters before the Council.

Section 3. The members of this Council shall elect the Chairperson, Vice-Chairperson, and Secretary from its membership, and they shall serve in this office for a term of one year. The election of officers shall be by voice vote or secret ballot. The member receiving the most number of votes shall be elected Chairperson, and the member receiving the second most number of votes shall be elected Vice-Chairperson. No officer shall serve as Officer for more than two consecutive terms unless the Council, with the approval of the Chief of Police and the City Commission, deem it a valid reason to continue to serve for an additional term.

Section 4. A vacancy of an officer shall be filled by election at the next regular meeting of the Council, and by regular election procedures herein specified, and the elected officer shall serve for the unexpired term of the person whose vacancy occurred.

Section 5. Election of officers shall be at the first annual meeting of each year as herein specified.

ARTICLE IX. MEETINGS

Section 1. The annual meetings of this Council shall be held during January of each year.

Section 2. Regular meetings shall be conducted on a monthly basis, or at other times that a meeting is deemed appropriate. Membership will decide on the next meeting date and time for the full Council before the close of business each meeting.

Section 3. Three members of this Council will constitute a quorum. A majority of votes is required to transact business.

Section 4. The Chairperson or any two members of this Council, may call a "Special Meeting of the Council", upon notice to each member.

Section 5. All meetings of this Council shall be public and any citizen may have access to the minutes and records thereof at all reasonable times.

Section 6. The Council shall determine its own rules and order of business and shall keep a journal of its proceedings.

Section 7. Anyone who has 3 unexcused meetings in a row, or 4 per year, the seat will be considered vacated.

ARTICLE X.

SPECIAL COMMITTEES

Section 1. The Chairperson of this Council shall appoint a member of the Council to serve as Chairperson of the Special Committee, and shall be responsible to report all activities of this committee to the Council, and shall keep minutes of its proceedings.

Section 2. This Council may appoint persons to serve as members of Special Committees for the purpose and terms that the Council approves.

ARTICLE XI.

INFORMATION

Section 1. Council requests for information regarding matters related to its work will be furnished to the Chief of Police, or his/her designated representative, who may make the determination on how to access the information. This process will provide for maximum coordination of administrative effort and will facilitate processing of the information request.

ARTICLE XII.

CRIME PREVENTION PROGRAMS

Section 1. Every possible effort will be made to keep the Crime Prevention Council informed of additions, changes, and implementation of crime prevention programs.

However, it is recognized that because of meeting scheduling, this may not always be possible. Crime Prevention Council input will be considered in departmental planning related to crime prevention efforts.

ARTICLE XIII.

REPORTING

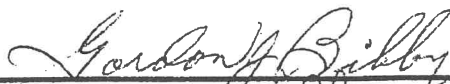
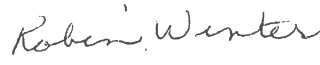

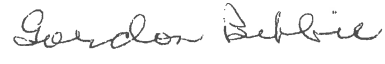
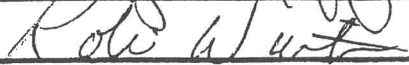
Section 1. All minutes, records, statements, and letters originated by this Council shall be submitted to the Commission of the City, the City Manager, and the Chief of Police.

ARTICLE XIV

BY-LAWS

Section 1. The By-Laws of this Council may be adopted, amended, or changed by a majority affirmative vote of the membership of this Council. They shall not conflict with any portion of this Constitution, nor with the objectives for this Council as defined by the Royal Oak City Commission.

APPROVAL

	Chairperson	
	Vice-Chairperson	
	Secretary	

cc: Royal Oak City Commission
Theodore H. Quisenberry, Chief of Police
Thomas Hoover, City Manager