

By-laws of Spring Creek Volunteer Fire Department

The purpose of these by-laws is to outline the organization of the Spring Creek Volunteer Fire Department, administration, and its conduct of business.

Article I **Department**

Section I. Name

The name of this department shall be **Spring Creek Volunteer Fire Department**.

Section II. Objective

The objective of the Spring Creek Volunteer Fire Department (SCVFD) shall be the preservation and protection of life and property from, and during, such emergencies as may occur in the Spring Creek area and perform the duties customarily performed by a fire service. SCVFD shall also undertake such other services to the community as the Executive Board or Membership shall deem appropriate.

Section III. Principle Office

The principle office of the Spring Creek Volunteer Fire Department shall be 5 Licht Parkway, Spring Creek, Nevada, 89815.

Article II **Fiscal Year**

The fiscal year for the Spring Creek Volunteer Fire Department shall be January 1 through December 31.

Article III **Elected and Appointed Offices**

Section I. Elected Offices

The elected offices of the Spring Creek Volunteer Fire Department shall be a President, Vice President, Secretary, and Treasurer.

Section II. Executive Board

The Executive Board shall be the President, Vice President, Secretary, and Treasurer.

Section III. Appointed Officers

The Executive Board shall appoint a Fire Chief and Assistant Fire Chief. The Fire Chief shall appoint, one EMS Captain, and no more than two additional Captains, two additional Lieutenants, and one Training Officer.

Section IV. Fire Ground Officers (Herein referred to as "Officers")

The Fire Ground Officers shall be the Chief, Assistant Chief, EMS Captain, Captains, Lieutenants, and Training Officer.

Section V. Board of Directors (Herein referred to as “Directors”)

The Board of Directors shall consist of nine (9) members; the Executive Board, Fire Chief, Assistant Fire Chief, Training Officer, EMS Captain, and one Captain that is appointed by the Executive Board.

Section VI. Executive Board Qualifications

Executive Board positions may be held by active, honorary, or auxiliary members. They are required to follow the same election process, and are held accountable to the same attendance requirements and active membership.

Section VII. Fire Ground Officer Qualifications

All Officers, with the exception of the EMS Captain, must be qualified driver/operators of all Department apparatus, including having a current Class B CDL or 'F' Endorsement Nevada driver's license; have live fire experience as a Spring Creek Volunteer Fire Department Member; hold a minimum certification of Fire Fighter I through the State of Nevada; be certified in the Incident Command System; hold a current Nevada Department of Health (NDH) certification of First Responder or higher; must be an Active Member.

Additional qualifications for each Officer shall be as follows:

Chief – The Chief shall be at least 25 years old and have served a minimum of five (5) years of consecutive, active service to the Spring Creek Volunteer Fire Department, or an equivalent amount of full-time, paid, professional fire service.

Assistant Chief – The Assistant Chief shall be at least 25 years old and have served a minimum of four (4) years of consecutive, active service to the Spring Creek Volunteer Fire Department, or an equivalent amount of full-time, paid, professional fire service.

Captains – Captains shall be at least 21 years old and have served a minimum of three (3) years of consecutive, active service to the Spring Creek Volunteer Fire Department, or an equivalent amount of full-time, paid, professional fire service.

Lieutenants – Lieutenants shall be at least 21 years old and have served a minimum of two (2) years of consecutive, active service to the Spring Creek Volunteer Fire Department, or an equivalent amount of full-time, paid, professional fire service.

****Note:** In the event that all of the Officer qualifications can not be met by an active member, an unqualified member can be appointed on a one (1) year, temporary status. The provisional officer will have one year to meet the required qualifications.

EMS Captain – Captains shall be at least 21 years old and have served a minimum of three (3) years of consecutive, active service to the Spring Creek Volunteer Fire Department, or an equivalent amount of full-time, paid, professional fire service, must be qualified driver/operators of all Department medical apparatus, including having a current Class C Nevada driver's license; hold a minimum Nevada Department of Health certification of EMT-Basic; be certified in the Incident Command System.

Training Officer – Same qualifications as Captains, however, the Training Officer must also

have a minimum of three (3) years experience as a Fire Fighter I or higher.

Section VIII. Terms of Office

The terms set for each office shall be as follows:

The Executive Board shall serve a term of three (3) years. There are no term limits.

The Fire Chief and Assistant Fire Chief shall serve at the discretion of the Executive Board. All others appointed to office shall serve at the discretion of the Fire Chief.

Section XI. Chain of Command

The Chain of Command of the Spring Creek Volunteer Fire Department will be, in descending order, Fire Chief, Assistant Fire Chief, Captain(s), and Lieutenant(s).

Article IV
Executive Board Duties

Section I. Duties of the President

1. Preside and exercise a general supervision over the business and social affairs of the Department.
2. Oversee any additional matters as deemed necessary by the Membership.

Section II. Duties of the Vice President

1. Assist the President in the performance of his/her duties.
2. Assume the duties of the President in the event of an absence of that Officer.
3. Oversee any additional matters as deemed necessary by the Membership.

Section III. Duties of the Secretary

1. Assist the President in his/her duties where appropriate.
2. Maintain an accurate record of the business meeting minutes and activities of the Department.
3. Other duties as may be assigned by the President.
4. Assume the duties of the President in the event of an absence of the President and Vice President.

Section IV. Duties of the Treasurer

1. Assist the President in his/her duties where appropriate.
2. Take charge of, and properly account for, all monies belonging to the Spring Creek Volunteer Fire Department. A written Treasurer's Report will be submitted at each business meeting.
3. Pay bills as approved by the Membership, and obtain appropriate signatures on all checks and drafts.
4. Submit an annual financial report to the President to be presented at the Annual Business Meeting. The Fire Chief will appoint an annual auditing committee of three (3) persons. This committee will submit its report at the first business meeting after the annual meeting.
5. Other duties as may be assigned by the President.

Article V

Fire Officer Duties

Section I. Duties of the Fire Chief

1. The Chief shall be appointed by, and serve at the pleasure of, the Executive Board.
2. The Chief shall be head of the department in all matters pertaining to fire suppression and fire training.
3. The Chief shall be responsible to see that all laws and Standard Operating Procedures and Guidelines are adhered to.
4. The Chief shall be responsible to oversee the training certification of the members and to ensure that each member's certifications and skills remain proficient and current.
5. The Chief will appoint committees as needed. Committees shall have no more than three (3) members, shall serve for no more than six (6) months, and may be dissolved at any time by the Chief.
6. The Chief is hereby granted the power to dismiss any active or probationary member for failure to meet the conditions for continued membership, members who fail to adhere to the chain of command, those who abuse the process with respect to complaints or incident reports, or those who are unable to harmoniously interact with more than 25% of the remaining membership. The Chief shall give the dismissed member notice of termination, effective immediately, with notice that the member may appeal the decision, in writing, within thirty (30) days, to the Board of Directors, by delivering a copy of the appeal to a member of the Executive Board. The chief must provide written documentation of termination to the Board of Directors. The Board of Directors shall meet within thirty (30) days thereafter to consider the appeal. The decision of the Board of Directors shall be final.

Section II. Duties of the Assistant Fire Chief

1. The Assistant Chief shall be appointed by, and serve at the pleasure of, the Executive Board.

Section III. Duties of the Captains and Lieutenants

1. The Officers shall be appointed by, and serve at the pleasure of, the Fire Chief.
2. The Officers shall supervise active members while on the fire ground and provide direction during drills as well as incidents.
3. Officers shall maintain proficiency of skills and foster respect among the members in order to be an effective leader.
4. Officers shall help coordinate and guide the training sessions.
5. Officers shall help ensure that the Standard Operating Procedures and Guidelines are adhered to.

Article VI **Members**

Section I. Membership

Any resident of, or person employed in, Spring Creek or within a reasonable distance of a Spring Creek station, of good character, who has attained the age of eighteen (18) may be eligible for membership in the Department. Prospective Members shall also possess a valid Nevada driver's license (class B preferred but not required) and not be a Member of another on-call Volunteer Fire Department without approval from the Board of Directors.

Section II. Membership Process for Active Membership.

- A. All prospective members shall submit an application for Membership.
- B. Applications will be submitted to the Fire Chief for initial evaluation.
- C. The Fire Chief will introduce the applicants to the Membership at the next scheduled training meeting.
- D. Within thirty (30) days of receipt of application, a review and inquiries will be made to determine whether the candidate meets the fundamental qualifications for Membership. The determination shall be made by the Executive Board. This may include background checks, setting physicals, drug screens, and administering agility tests.
- E. Probationary membership is considered to start the day of application approval.
- F. At the conclusion of no less than six (6) months of Probationary Membership, the Chief or his/her designated representative and the Training Officer will review the qualifications of the Probationary Member for Active Membership. If it is determined that the Probationary Member has met the qualifications for Active Membership, the Probationary Member shall be changed to Active Membership status.
- G. Department equipment shall not be issued until the member has achieved Active Membership status.

Section III. Categories of Membership

A. Probationary Membership

1. Probationary Member - Member with less than six (6) months of service to the Department or has not meet the qualifications for Active Membership.
2. Disciplinary Probationary Member - Member deemed as such due to disciplinary action.

B. Active Membership

- ⤴ Minimum age eighteen (18) years old and out of high school.
- ⤴ Must possess a valid Nevada driver's license, class B preferred but not required.
- ⤴ Active members shall be required to make a minimum of three (3) scheduled training meetings in a quarter.
- ⤴ Active members shall be required to make 1 scheduled business meeting in a quarter.
- ⤴ Active members shall be required to do a minimum of eight (8) hours per month at a fire station. **THIS INCLUDES** training meetings, business meetings, station coverage and fire/EMS calls. A log book will be provided at each station. The log book shall be filled out every time the member is at a station.
- ⤴ Shall be required to obtain and maintain qualifications as defined by the Standard Operating Procedures.
- ⤴ **Exemptions** shall include the following: Illness to self or immediate family member, school, work, and vacations. The Fire Chief or his/her designate shall handle

discipline on a case-by-case basis.

C. Honorary Member

Upon retirement from the Spring Creek Volunteer Fire Department, a retiree may be given an honorary membership. Retiree shall have rendered twenty years (20) or more of service to the department. Honorary membership shall be granted by a majority vote of active members present. Honorary members shall be:

- ^ Invited to all department business and training meetings.
- ^ Invited to all department fundraisers and activities.

Honorary members will not be allowed to vote on any department business or elections. Honorary members shall not hold any officer positions or be on any committees.

D. Inactive Membership

1. Any Member who is absent from three (3) consecutive training meetings of the Department, without prior Officer approval, shall be moved to inactive status.
2. Any Member moved to inactive status for missing three (3) consecutive training meetings can be re-instated after attending two (2) training meetings within a two (2) month period.
3. Inactive members shall not be allowed to respond to incidents, vote in departmental elections or on departmental business, or obtain any departmental rewards and may be required to return any department issued equipment at the discretion of the Fire Chief.

Section IV. Termination of Membership

Termination of Members shall be conducted according to Article IX, Section II, Subsection A, "Step Three."

1. Any Member who is on disciplinary probationary status for a period greater than six (6) consecutive months shall be subject to termination.
2. Any Member placed on disciplinary probation, more than two (2) times, for disciplinary reasons shall be subject to termination.
3. Any Member who is in active for a consecutive period of ninety (90) days shall be subject to termination.
4. Any Member who commits a major offense as defined by Article VII, Section II, Subsection B "Major Offenses".

Section V. Expectations of Members

All Members are expected to participate in all Spring Creek Volunteer Fire Department activities, meetings, dispatched calls, and station coverage. In addition, all Members are expected to adhere to all Spring Creek Volunteer Fire Department By-laws, Standard Operating Procedures and Guidelines.

Article VII

Quorum

A quorum shall be defined as two (2) members of the Executive Board and three (3) active members present.

Article VIII **Meetings**

Section I. Regular Meetings

Attendance will be taken at all Regular Meetings. Regular Meetings will be as follows:

- A. Training meetings shall be held on the first and third Tuesday of each month with additional training meetings to be held as necessary to meet training requirements. All training meetings shall start promptly at 19:00 unless another starting time is deemed necessary by the Chief.
- B. Business meetings shall be held on the Monday prior to the first Tuesday of each month. Business meetings shall start promptly at 19:00 unless another starting time is deemed necessary by the President.
- C. Maintenance meetings shall be held as necessary.

Section II. Special Meetings

The President, Chief, Assistant Chief, or a majority of Active Members can request a special meeting. All Members must be notified of a special meeting within a reasonable amount of time before the start of the meeting. The purpose of the meeting shall be announced when called. The meeting shall be confined to the purpose for which it was called. Proxy votes for special meetings will be accepted, by the Officer in charge of the meeting, and counted towards the quorum requirement.

Section III. Executive Board Meetings

The President or a majority of the Executive Board shall call Executive Board Meetings as needed. The Secretary will keep minutes at Executive Board meetings. Time will be announced at a reasonable time prior to the meeting.

Section IV. Officer Meetings

The Chief or a majority of the Officers shall call Officer Meetings as needed. The Secretary will keep minutes at Officer meetings but will, however, not be entitled to a vote on issues discussed at such meetings. Time will be announced at a reasonable time prior to the meeting.

Section V. Conduct of Meetings

Meetings of Members shall be presided over by the President, or, if he/she is not present, by the Vice President, or in his/her absence, the Secretary. The Secretary will act as Secretary at meetings; in the absence of the Secretary, the person presiding over the meeting shall appoint a person to act as Secretary at the meeting. In the absence of a quorum, the meeting shall be postponed.

Section VI. Order of Business Meetings

The Order of all regular Fire Department Business meetings shall be as follows:

1. The President or his/her designee shall bring the meeting to order with the Pledge of Allegiance.
2. Approval of the minutes by a majority of Active Members present.
3. Treasurer's report.
4. Old business.
5. Officer and Committee reports. Officer reports shall follow the chain of command, starting with the Chief.
6. New business.
7. Personnel issues, including, but not limited to, membership issues and elections.

Article IX

Standards of Conduct and Discipline

Section I. Conduct

All Members of the Spring Creek Volunteer Fire Department are expected to conduct themselves at all times in such a manner as will convey a positive image of the Department and will in no way impact or reflect adversely on the Spring Creek Volunteer Fire Department.

Section II. Discipline

Whenever a Member fails to follow an appropriate standard of conduct, measures shall be taken to correct the situation and to prevent further occurrences. Any Member should report an observed offense to an Officer. Minor offenses depend in part upon the circumstances of the offense and the circumstances under which the offense occurred. In addition, certain major offenses warrant immediate probation or termination.

The following is a statement of general guidelines concerning Member discipline. The procedures outlined may be followed at the discretion of the Department Officers depending on the circumstances and in no way limits the right of the Department to terminate a Member with or without cause.

A. Minor Offenses: The procedure for the handling of minor offenses shall be as follows:

Step One – A written warning, with or without verbal counseling, will be given to the Member by two or more Officers, one of which being the supervising Officer at the time of the infraction. The written warning will be placed in the Member's personnel file.

Step Two – A written reprimand will be given to a Member for each subsequent minor offense in violation of any Department policy or practice for which he or she has already received a warning. A corrective interview will also be given and the written record of the interview and reprimand will be placed in the Member's personnel file.

Step Three – Following receipt of a written reprimand and corrective interview, the next offense may result in probation or termination at the discretion of a subcommittee consisting of five (5) individuals appointed by the Fire Chief for that purpose. The subcommittee may be Officers, any non-biased Active Members, outside fire people who may include Elko County Fire Protection District Captains, or others with the necessary training as needed to resolve the problem or complaint. The Member, in

person, must make all defenses to the subcommittee. If found to be in violation of policy, after presenting his/her defense, by a majority vote of subcommittee, by secret ballot, he/she shall be placed on probationary status or terminated from the Department.

B. Major Offenses: Any **major offense** with proper cause may be dealt with by the officers of the Spring Creek Volunteer Fire Department without departmental involvement. Proper Cause for immediate probation or termination may include, but not be limited to the following major infractions:

1. Unlawful manufacturing, distribution, dispensing, or possession of a controlled substance.
2. Carrying any weapon on Department premises, or in Department vehicles, without possessing a valid Concealed Carry Weapons (CCW) permit recognized by the State of Nevada. All weapons must be worn in a **concealed manner**.
3. Chronic or habitual absenteeism or lateness.
4. Committing any act of Sexual Harassment.
5. Contributing to unsanitary conditions.
6. Dishonesty or misrepresenting anything to or about the Department.
7. Failure or refusal to carry out orders or instructions without cause.
8. Reckless or negligent behavior that may result or results in damage to Department property, the property of others, or other persons.
9. Obtaining membership on the basis of false or misleading statements.
10. Unauthorized use of, removal of, theft or intentional damage to the property of the department, a member, or third party.
11. Disorderly, or immoral conduct while representing the Department.
12. Threatened or actual physical violence or profane or abusive language.
13. Unauthorized use of Department vehicles.
14. Harassment of other Members including, but not limited to, verbal and physical conduct or unwelcome advances with regard to or on the basis of sex, race, color, national origin or ancestry, age, religion, creed, marital status or status as a Vietnam Era or disabled Veteran or handicapped person.
15. Any Member who reports for duty in a state of intoxication as defined by the State of Nevada regarding intoxication.
16. Any Member observed with an intoxicating substance while carrying out his/her duty for the Spring Creek Fire Department, including representing himself/herself as a Spring Creek Fire Department Member.
17. Any Member who fails to report another Member for violation of any of the above.
18. Wearing other departmental uniform clothing while representing the Spring Creek Volunteer Fire Department.

Article X **Resignations**

Section I. Resignation of Members

Any member may resign at any time by giving written notice to the Executive Board, and unless otherwise specified herein, the acceptance of such resignation shall not be necessary to make it

effective.

Any member who resigns from the Department shall promptly deliver any property belonging to the Department, which he/she may have in his/her possession to an Officer of the Department. In addition, he/she shall no longer represent himself/herself as a Member of the Spring Creek Volunteer Fire Department. Reinstatement will be granted if member returns within thirty (30) days. Within that thirty (30) days there will be no application process.

Section II. Resignation from Elected Offices

Should an elective office become vacant, the Executive Board and Chief shall appoint, by open vote, a Member to fill the position until the regularly scheduled elections. In the event of a tie, the Assistant Chief's vote will be the tiebreaker.

Section III. Resignation from Appointed Offices

Should an appointed office become vacant, the Chief and Assistant Chief shall appoint an Active Member to fill the position. In the case of the Chief or Assistant Chief, the Executive Board shall appoint a Member to fill the position.

Section IV. Leaves of Absence

- A. Members who wish to take a leave of absence from the Fire Department are required to turn in all Fire Department equipment in their possession. This equipment may be reissued if there is a need. After a period greater than ninety (90) days, Members on leaves of absence may be dropped from the roll. Members on leaves of absence shall not participate in Fire Department activities, call-outs, or represent themselves, in any way, as a Member of the Spring Creek Volunteer Fire Department.

- B. Directors who wish to take a leave of absence from the Fire Department shall comply with the same rules as Members on leaves of absence. In addition, the Director shall be required to resign from his/her position.

Article XI
Elections and Appointments

Section I. Nominations

Every three (3) years, nominations for the Executive Board will be held at the November business meeting with voting to follow at the December business meeting. Elections shall be held by secret ballot and counted by no less than three non-biased persons. The Executive Board to serve the coming term will then deliberate during the following week to determine which Members to appoint to the positions of Chief and Assistant Chief. The newly appointed Chief and Assistant Chief will be announced on the third Tuesday of December, at which time they will start their duties.

Section II. Candidate Eligibility

Only Active Members shall be eligible to run for office. In addition, Candidates shall also meet requirements set forth herein by Article III "Elected and Appointed Offices".

Section III. Eligibility to Vote in an Election

All Active Members shall be eligible to vote in elections.

Section IV. Nominations

Nominations shall be made by any Active Member of the Department and do not require a second. Nominations may be conducted by secret ballot.

Article XII
Voting

Section I. Voter Eligibility

At all meetings of Members, every Active Member shall have one (1) vote. Members not entitled to vote include all Inactive, Probationary, Honorary, or Auxiliary Members. The Chief shall vote only in the case of a tie or when voting is conducted by secret ballot. A quorum, as defined by Article VII, is required for voting.

Section II. Department Business

All business voted on by the Department requires a motion and a second, by an Active Member, before a vote can be held of the Active Members present at the meeting. Members can vote upon most business by signifying their vote by show of hands. However, some matters may require a vote by ballot. In these cases the presiding Officer, or majority of Active Members, may request a vote by ballot.

Article XIII
Conflict of Interest

Members shall not participate in any activity, including voting, that may cause there to be any questions regarding their intent of personal profit or advantage.

Article XIV
Committees

Section I. Department Committees

The Executive Board and Fire Chief shall appoint committees as needed. Committees shall use scheduled Business meetings as means of communicating results to the department.

Section II. Standing Committees

The following are standing committees of the Spring Creek Volunteer Fire Department:

- ⤴ Fundraiser committee- shall be a committee of three (3) members. Shall meet at a minimum of once a quarter or more if needed. Fundraiser committee shall come up with ideas to raise money for the department.
- ⤴ Membership/Retention committee- shall be a committee of three (3) members. Shall meet at a minimum of once a quarter or more if needed. Membership/retention committee shall look at ways to bring in prospective members and also look at ways to keep present members.

Section III. Special Committees

Special committees will serve for the period of time needed to complete its specific purpose. The following are special committees of the Spring Creek Volunteer Fire Department. Other special committees may be needed in the future and will be appointed as needed.

- ^ By-law committee- shall be a three (3)-member committee. Shall meet as needed to complete its specific purpose. By-law committee will look at present by-laws of the Spring Creek Volunteer Fire Department and make recommendations to the department on changes and or amendments.

Article XV **Equipment**

Section I. Expenditures

Major financial expenditures (over \$600.00) shall be approved by 2/3 majority of the Active Members.

Section II. Equipment Assignment

The Chief has the right to reassign any equipment issued to, and returned by, any member, as deemed necessary, for better operation of the Department.

Section III. Equipment Accountability

An inventory card shall be signed for the equipment, by the member receiving it, and shall be placed in a file. If, for any reason, a member becomes inactive, probationary, or terminates membership, the member's equipment shall be returned to an Officer.

Section IV. Member Responsibility

Each member shall be responsible for the care and condition of the equipment issued by the Department. All equipment remains the property of Spring Creek Volunteer Fire Department. If equipment is lost or damaged due to neglect, abuse or carelessness, the member shall be held financially responsible for its repair or replacement.

Section V. Inspection

Once a year all equipment issued to members shall be brought to the Chief for inspection.

Section VI. Failure to Return Equipment

In the event a member fails to return equipment in good, serviceable condition, within twenty-four (24) hours of change of membership status or at the request of the Chief, the member shall be assessed the replacement cost for said equipment.

Article XVI **Bank Accounts**

Section I. Deposits

The Executive Board, Chief, and Assistant Chief shall have the authority to deposit any Department funds in such banks or trust companies as designated by the Department.

Section II. Two Signatures Required

All checks, drafts, or other instruments or orders for the payment of money drawn against any account of the Department shall require two (2) signatures; one member of the Executive Board and the Chief or Assistant Chief. All transactions against the funds of the department must be reported to the Treasurer within 5 days.

Section III. Membership Approval

The Membership shall approve all expenditures in excess of Six Hundred Dollars (\$600.00). The President may approve expenditures in the case of emergencies or as may be necessary to conduct the business of the Department.

Section IV. Loans

The Executive Board shall be designated by the Department to affect loans, advances, or other forms of credit at any time for the Department as designated by the Department. The President and Treasurer must sign for loans.

Section V. Reimbursements

A. Reimbursements to Members - In order for a Member to be reimbursed for purchases made for the Department, the Member must receive prior approval by the Department and submit a Reimbursement Request Form and the original receipt(s) for the purchase to the Department.

B. Reimbursements from Members - From time to time Members may purchase items through the Department that require the Member to reimburse the Department for the purchase. In such cases reimbursements shall be made within 30 days of receipt of purchase.

Article XVII
Department Property

All department issued equipment (PPE, pager, radio, badge, etc) shall be turned back to the Spring Creek Volunteer Fire Department upon member's resignation or termination.

Article XVIII
Awards

The Executive Board is hereby designated as a permanent committee to authorize awards for the organization on the merits of service, outstanding accomplishments, valor or other reasons, as they deem proper and fitting.

Article XIX
Amendments

Section I. Amendments of By-Laws

The Department shall have the power and authority to amend, alter, or repeal these By-Laws or any provision thereof, and may from time to time make additional By-Laws. Before the Department finally approves any such action, the proposed amendments, alterations, or repeals shall be presented to the entire Membership at the next Business Meeting. One week prior to said business meeting, the

proposed by-laws will be provided to each Member for review. A full discussion of said Amendments, alterations, or repeals shall be had at said Business Meeting and there shall be a vote, of the Active Members, to adopt or reject the proposed By-Laws. In some cases, it may become necessary for Members to have more time to review the proposed By-Laws. In such cases, the Members shall have a period of approximately thirty (30) days in which to review the proposed By-Laws. At the Business Meeting following the thirty (30) day period, an extended discussion and vote shall be held on the adoption or rejection of the proposed By-Laws. If the Department votes to adopt said By-Law changes, the Secretary shall make the changes.

Section II. Evaluation of By-Laws

These By-Laws contained here within shall be subject to evaluation annually and amended as needed. A committee will be assigned for this purpose.

Certificate of President

THIS IS TO CERTIFY that I am the duly appointed, qualified and acting President of SPRING CREEK VOLUNTEER FIRE DEPARTMENT; that the foregoing By-Laws, constituting a true original copy were duly adopted as the By-Laws of said Corporation.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, _____.

PRESIDENT

These By-Laws as written by the Department, upon signature of the President, take effect on the date of certification. These By-Laws do not supersede any lawful order of the United States, the State of Nevada, or other legal entity having jurisdiction over the Department. Whereas if the By-Laws violate any other lawful governmental laws or regulations then those laws and regulations shall be followed.

History

October 05, 2014 Revised per changes approved at September 10, 2012 business meeting

Adopted: