

AMENDED BY-LAWS
DOUGLAS COUNTY SEARCH AND RESCUE

Revised 1/26/12

ARTICLE I

NAME

The name of this organization shall be the DOUGLAS COUNTY SEARCH AND RESCUE, INC., hereinafter referred to as "SAR".

ARTICLE II

PURPOSE

1. The specific and primary purposes for which SAR is formed are:
 - a. To search for and rescue lost, injured, trapped or stranded persons and to provide other related emergency services:
 - b. To assist the residents of Douglas County and the surrounding areas in all emergencies that come under the jurisdiction of the Sheriff of Douglas County, hereinafter referred to as "Sheriff":
 - c. To be on immediate call to the Sheriff, his designated representative, the President, or Vice President of SAR in all cases where SAR's presence is deemed necessary:
 - d. To render aid and assistance to all persons in difficulty or in distress when met on the highway or in the field: and
 - e. To assist other authorized agencies engaged in similar operations.
2. The general purposes and powers of SAR are to have and exercise all rights and powers conferred on nonprofit corporations under the laws of the State of Nevada, including the power to contract, rent, buy or sell personal or real property; provided, however, that SAR shall not except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the primary purposes of the corporation.

ARTICLE III

OFFICERS

1. The officers of SAR shall be: President, Vice-President, VP of Development, Secretary, Treasurer, and Supply Officer.
2. The President shall perform the following duties:
 - a. Chief Executive of SAR;
 - b. Preside at SAR meetings and Board of Directors meetings;
 - c. Subject to the approval of the Board of Directors, establish and abolish all committees and appoint and remove all committee chairpersons, except where otherwise specified in these by-laws;
 - d. Assume the administrative duties of SAR;
 - e. Serve as ex-officio member of all committees;
 - f. Appoint a replacement to fill any vacancy which may occur in the slate of officers, subject to the approval of the Board of Directors, and confirmation by the SAR membership; and
 - g. Have all other powers and authority not otherwise delegated to others or the Board of Directors.
3. The Vice-President shall perform the following duties:
 - a. Act for the President in his absence;
 - b. Act as chairperson of one standing committee, to be appointed by the President;
 - c. Assume other duties delegated by the President or the Board of Directors.
4. The VP of Development shall:
 - a. Take responsibility for all outside fundraising;
 - b. Act for the President in the absence of the President and Vice President.
 - c. Make regular contact with foundations, organizations, and “friends” of SAR who have expressed an interest in donating funds and/or equipment to SAR;

- d. Nurture new or additional sources of funding for SAR;
 - e. Oversee a development committee with fundraising responsibilities;
 - f. Keep SAR members, including Board members apprised of all fundraising activities and encourage their cooperation;
 - g. Encourage all SAR members to practice good public relations at all times;
 - h. Sit as a member of the Board of Directors;
 - i. Perform such other duties as may be assigned by the President or the Board of Directors.
5. The Secretary shall perform the following duties:
- a. Keep all SAR records, except those assigned to others;
 - b. Keep minutes of SAR meetings and Board of Directors meetings;
 - c. Keep a roll of members and a record of participation;
 - d. Perform all duties connected with reports and correspondence;
 - e. Maintain records of all SAR missions;
 - f. Make minutes and records available to members on request;
 - g. Notify officers, committees and members of their election or appointment and keep a record of all committees and committee members; and
 - h. Perform such other duties as may be assigned by the President or the Board of Directors.
6. The Treasurer shall:
- a. Handle all funds belonging to SAR;
 - b. Disburse funds;
 - c. Keep an account of revenues and expenditures;
 - d. Prepare an annual financial report;
 - e. On the request of the President or the Board of Directors, prepare a budget of revenues and expenditures;

- f. Be required to have necessary records available at all times; and
 - g. Perform such other duties as may be assigned by the President or the Board of Directors.
7. The Supply Officer shall:
- a. Keep records of all SAR equipment and supplies;
 - a. Be responsible for the maintenance of all SAR equipment;
 - a. Disburse equipment and supplies as necessary;
 - a. Perform such other duties as may be assigned by the President or the Board of Directors. The Officers shall perform the following duties:
 - a. Sit as members of the Board of Directors; and
 - a. Perform such other duties as may be assigned by the President or the Board of Directors.
8. If an officer becomes ineligible to continue in office, the officer shall immediately resign and be replaced as specified in these by-laws.
9. No member shall hold more than one (1) elected office at the same time; except secretary/treasurer may be combined.
10. Officers may be removed from office by majority vote of the quorum present at a regularly scheduled SAR meeting. The subject officer shall be given written notice of the pending action at least ten (10) days prior to the meeting.

ARTICLE IV

THE BOARD OF DIRECTORS

- 1. The elected officers of SAR, an operations leader, the immediate past President and the Sheriff, or his representative, shall constitute the Board of Directors.
- 2. The Board of Directors shall have general supervision of the affairs of SAR, set the hour and place of meetings, make recommendations to the SAR membership and shall perform such other duties as are specified in these by-laws. The Board of Directors shall be subject to the orders of SAR, and none of its acts shall conflict with the actions taken by SAR.
- 3. The Board of Directors shall meet at the call and direction of the President. A Board of Directors meeting shall be held once each month. Special meetings of

the Board may be called by the President, the Sheriff, or by any three (3) members of the Board. The purpose of the special meeting shall be stated to all members of the Board prior to the meeting.

4. A quorum for the transaction of business shall be six (6) members of the Board.
5. In voting by the Board, a majority vote of members present shall be required.
6. It shall be the duty of the Board of Directors to follow, uphold and enforce all by-laws.
7. All Board meetings shall be open to all members of SAR except on matters of personnel or litigation.
8. Action Without a Meeting. The Board of Directors may take any required or permitted action without a meeting, *if all* members of the Board shall individually or collectively consent in writing to such action. Such written consent or consents shall be filed with the minutes of the proceedings of the Board. Such action by written consent shall have the same force and effect as the unanimous vote of such directors.
9. Any meeting may be held by conference telephone, e-mail, or other communications equipment permitted by the Law, as long as all directors participating in the meeting can communicate with one another and all other requirements of the Law are satisfied. All such directors shall be deemed to be present in person at such a meeting.

ARTICLE V

MEETINGS

1. The annual meeting of SAR shall be held the fourth Thursday of October of each year. The Secretary shall give notice in writing, of the time and place of said meetings to all members of SAR at least one (1) week prior to the meeting.
2. There shall be a regular meeting of SAR on the second Thursday, of each month or at such other times that the Board of Directors shall prescribe.
3. A quorum shall consist of the Rescue and qualified Support members not on leave at the meeting.
4. Special meetings may be called by the Board of Directors or by any five (5) SAR members, excluding Trainees and Honorary members. The request shall be in writing and shall state the purpose of the special meeting. Except in cases of emergency, at least five (5) days notice shall be given.

ARTICLE VI

NOMINATION AND ELECTION OF OFFICERS

1. Prior to the annual meeting of SAR, a Nomination Committee of three (3) members, consisting of the President, and two (2) members at large outside the Board of Directors, but appointed by the Board, shall meet and nominate a candidate for each office. If for any reason any of the committee cannot serve, the President shall appoint a replacement from the SAR membership. The names of the nominees shall be set forth in the notice of the annual meeting prior to the annual meeting.
2. At the meeting prior to the annual meeting, any member present may nominate any qualified member in good standing for any office of SAR.
 - a. To be maintained on the membership roster as a “member in good standing” one must meet all requirements of these bylaws and SAR Policies and Procedures.
3. At the annual meeting, the members present shall elect by majority the officers by secret ballot or by acclamation.
4. The officers shall take office immediately after the election and shall serve for one year, or until succeeded.
5. To assist in the transition, the previous officers may offer to act in their capacities until the new officers can assume the office.
6. Any vacancy in elected office shall be filled by recommendation of the President, approval of the Board of Directors and confirmation by the SAR membership.
7. If a vacancy occurs between election and the taking of office, the office shall be filled by special election held at the next regular meeting.

ARTICLE VII

MEMBERS

1. There shall be five (5) classifications of membership: Rescue, Trainee, Support, Reserve and Honorary.
2. Rescue Members:
 - a. Definition: A Rescue member is one who meets the minimum standard prescribed by these by-laws and official SAR policy.

- b. Admission Requirements: A Rescue member shall be eighteen years of age or older, shall be physically and mentally competent to participate in SAR activities, and shall have completed the training period as required in these by-laws and official SAR policy.
 - c. Rights and Duties:
 - 1. Rescue Members may vote, hold office, participate in all SAR activities, wear the SAR uniform with approved patches, and have all other rights conferred on members of SAR.
 - 2. Rescue members shall participate in SAR activities as required by official SAR policy.
3. Trainee:
- a. Definition: A Trainee is one who is in training for Rescue membership.
 - b. Admission Requirements: A trainee shall be eighteen years of age or older and be physically and mentally competent to participate in SAR activities as required by official SAR policy.
 - c. Rights and Duties:
 - 1. Trainees may participate in those SAR activities permitted by the Board of Directors and may wear the SAR uniform and approved patches. They may not vote or hold office until this right is approved by a majority of the SAR membership at a regular meeting.
 - 2. Trainees shall participate in SAR activities as required by official SAR policy.
 - 3. Trainees shall complete the minimum training required for advancement to Rescue membership during their training period, to the satisfaction of SAR.
 - d. Terms of Training: The minimum training period shall be 6 months. The maximum training period shall be 12 months, except as may be extended by SAR.
4. Support Member:
- a. Definition: A support member is a member who provides a specialized function related to the purpose of SAR.
 - b. Admission Requirements: A Support member shall be eighteen years of age or older, possess specialized knowledge, training or expertise in a

function related to search and rescue and have completed a training period as required by official SAR policy.

c. Rights and Duties:

1. Support members may participate in SAR activities and wear the SAR uniform and approved patches. Support members who meet minimum qualifications as determined by the official SAR policy, and who have been approved by the SAR membership, shall be entitled to vote and hold office.
2. Support members shall participate in SAR activities as required by official SAR policy.

5. Reserve Member:

- a. Definition: A reserve member is one who is available for SAR missions when needed, and meets minimum standards as prescribed by these by-laws and official SAR policy.
- b. Admission Requirements: A reserve member shall be eighteen years or older, shall be physically and mentally competent to participate in SAR activities, shall have met the minimum standards for a Rescue member or shall have been an experienced SAR member prior to the creation of this membership category and shall possess minimum skills and qualifications as determined by official SAR policy.
- c. Rights and Duties:
 1. Reserve members may participate in SAR missions and wear the SAR uniform and approved patches as the need arises and as set forth by official SAR policy.
 2. Reserve members may participate in those activities of SAR approved by the Board of Directors.
 3. Reserve members shall participate in periodic training as required by official SAR policy.
 4. Reserve members shall have no other rights or duties.

6. Honorary Member:

- a. Definition: An Honorary member is one who is accorded the honor of membership in SAR but does not participate in SAR activities.

- b. Rights and Duties: Honorary members may participate in those activities of SAR approved by the Board of Directors. They shall have no other rights or duties.
- c. The incumbent Sheriff is an Honorary member.

7. Membership Admission and Termination

- a. Persons seeking admission to SAR as a trainee or Support member shall file an application with the Secretary pursuant to official SAR policy.
- b. Candidates for all memberships classifications shall be approved by the Board of Directors.
- c. All prospective members shall be cleared by the Sheriff or his designee.
- d. Upon satisfactory completion of training as required by official SAR policy, trainees shall be reviewed by the Board of Directors for advancement to Rescue membership and a recommendation forwarded to the SAR membership for action.
- e. Any Rescue member may recommend candidates for honorary membership to SAR.
- f. Candidates for all membership classifications, except trainee, shall be elected to such membership by a majority of a quorum at a regular SAR meeting.
- g. The membership status of Rescue, Support and Reserve members shall be reviewed at the annual meeting. The membership status of Trainees shall be reviewed after six months and after one year of training. After review of these membership status, the Board of Directors shall recommend the appropriate action to the SAR membership.
- h. Any Rescue, Support or Reserve member desiring to leave from SAR shall submit a written request to the Board of Directors. Leave shall not exceed six (6) months, except for sick leave, military leave, or special leave as determined by the Board of Directors. All leave shall be approved by the SAR membership.
- i. Any member, upon written request to the Board of Directors, may, after ten (10) years of service and/or for good cause at the discretion of the Board of Directors, retire to inactive status and will be entered on the rolls as an Honorary member.
- j. Any member may resign honorably by giving written notice to the Board of Directors and surrendering all SAR property.

- k. The membership of any member may be terminated for not fulfilling the requirements of these by-laws or for violations of official SAR policy. In either case, the member shall be notified of the proposed action, and the reasons, at least ten (10) days prior to the discussion by the Board of Directors. The Board shall hold a hearing during which the member may participate and have a reasonable opportunity to answer charges. The Board shall forward its recommendation to the SAR membership as soon as possible. The termination of membership must be approved by two-thirds of a quorum at a regular meeting.
- l. Misconduct, acts reflecting discredit upon SAR, and misuse of SAR property shall be grounds for termination as set forth in paragraph (k) above.
- m. Membership application fees and annual dues shall be established by official SAR policy.

ARTICLE VIII

COMMITTEES

- 1. Standing committees of SAR shall be a Training Committee, an Operations Committee, a Finance Committee and a Development Committee.
- 2. The Training Committee shall be appointed by the President promptly after he assumes office. The Training Committee shall be composed of at least three (3) members. It shall be the duty of the Training Committee to develop a SAR training plan and arrange all training activities.
- 3. The Operations Committee shall be appointed by the President promptly after he assumes office. The Operations Committee shall be composed of at least three (3) members. It shall be the duty of the Operations Committee to report on SAR operations and recommend and review policies and procedures.
- 4. The Finance Committee, composed of the treasurer and at least two (2) other members, shall be appointed by the President promptly after he assumes office. It shall be the duty of this committee to prepare a budget for the year, and to audit the Treasurer's books.
- 5. The Development Committee, composed of the VP of Development, and additional members as needed, shall be appointed by the President. Members will plan and execute all SAR fundraising activities throughout the community, as needed.
- 6. The size and representation of committees shall comply with official SAR policies.

ARTICLE IX

OPERATIONS

1. The Secretary shall keep and maintain an updated SAR Membership Roster. The Membership Roster shall include the names, mailing addresses, and home, work and cellular telephone numbers (if available) of SAR members and applicants in any category. The membership roster shall be made available for inspection to any SAR member upon request.
2. The Secretary shall keep and maintain an updated Operations Roster. This Roster shall contain the names of all members who are available to participate in field search and rescue operations. It need not contain the names of non-participatory support and honorary members. The Operations Roster shall also contain home, work and cellular telephone numbers (if available) of members and such other information as may be required for operations use. Officers, rescue members, trainees, support and reserve members shall be indicated on the roster.
3. No member or members of SAR shall go into the field and participate in or perform any action that purports to represent an action or position of SAR with respect to search and rescue unless that member is acting under the direction of the President, Operations Leader, or other duly authorized member, unless a bona fide emergency exists and no authorized member is available. In such case, the member's participation shall designate an acting Operation Leader. Any member carrying out his official duties as an officer or designated SAR representative shall not be subject to the provisions of this section. VIOLATION OF THIS SECTION SHALL BE GROUNDS FOR REVOCATION OF SAR MEMBERSHIP. DETERMINATION OF SAID VIOLATION SHALL BE BY A UNANIMOUS VOTE OF THE BOARD OF DIRECTORS OR A TWO-THIRDS VOTE OF THE FULL VOTING MEMBERS PRESENT AT A REGULAR SAR MEETING.

ARTICLE X

PARTICIPATION

1. SAR recognizes that participation in the field of search and rescue entails the acceptance of a high degree of responsibility to the public for maintenance of rigorous standards of competency among its members in the skills required for SAR missions. Participation in SAR training and rescue missions is the prime method by which the high levels of skills and performance expected of SAR members can be obtained. Therefore, the following policies regarding SAR participation are adopted:
 - a. Full Members: Full field-qualified members (Rescue Members) are expected to attend every SAR training designated as "REQUIRED" by the

Board of Directors. Except for members on authorized leave of absence or other exception reasons, failure to attend two consecutive required trainings shall be grounds for removal from the Operations Roster of the member's name by the Secretary. A full field member who does not appear on the Operations Roster for a period of four (4) consecutive months shall be dropped from the Membership Roster, and his membership shall be revoked. A full field member whose name is carried on the Membership Roster, but not on the Operations Roster shall be returned to the said Operations Roster after participation in two (2) required trainings.

- b. Trainees. SAR trainees are expected to attend all required training activities, as well as the regular meetings. The Training Committee shall keep records of training attendance. Trainees on the Operations Roster shall be removed by the Secretary upon failure to attend any required training unless prior arrangement has been made with the Training Officer by the trainee. Once certified for inclusion on the Operations Roster, failure to appear on the Operations Roster for three (3) consecutive months shall be considered as an automatic resignation from SAR membership by the trainee, and he shall be dropped from the Membership Roster as well. Trainees not yet certified for the Operations Roster shall be deemed to have resigned after missing any four (4) required trainings, and their names shall be removed from the Membership Roster by the Secretary, unless they have been given prior permission to miss the trainings by the Training Committee, and their records so indicate.
- c. Support Members. No attendance policy has been formulated for support members, but to maintain approved voting rights, support members must maintain attendance requirements as per Article X, Section 1a.
- d. A member who has been dropped from the Membership Roster through the provisions of this section shall be deemed to have resigned without prejudice and may reapply for membership at any time as a new trainee. No special provisions have been made for full field members who reapply under these provisions.

ARTICLE XI

OFFICIAL SAR POLICY

Official SAR policy may be established or amended at any regular SAR meeting by a two-thirds vote. A copy of the current official SAR policy shall be kept in the SAR records and a copy furnished to all voting members upon modification of the policy.

ARTICLE XII

PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern SAR in all cases to which they are applicable and in which they are not inconsistent with these by-laws and any special rules of order SAR may adopt.

ARTICLE XIII

CONSERVATION

Each SAR member shall be dedicated to the protection of public and private lands and the conservation of natural resources. Complaints against members concerning unauthorized trespass of lands or destruction or abuse of public or private lands or facilities will be subject to disciplinary action by the Board of Directors. If found guilty of such violations or practices, the member(s) shall be expelled from SAR, or such other action taken as the Board of Directors shall deem necessary and appropriate.

ARTICLE XIV

AMENDMENT OF BY-LAWS

These by-laws can be amended at any regular SAR meeting by a two-thirds vote.

ARTICLE XV

GENDER AND NUMBER

As used in these by-laws, the masculine, feminine or neuter gender, and the singular or plural number shall each be considered to include the others.

ARTICLE XVI

DISSOLUTION

This corporation is not organized, nor shall it be operated for pecuniary gain or profit, and it does not contemplate the distribution of gains, profits or dividends to the members thereof. The property, assets, profits and net income of this corporation are irrevocably dedicated to charitable and educational purposes, and no part of the profits or net income of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private shareholder or individual. Upon the dissolution of this corporation and the winding up of the affairs, its assets remaining after payment of, or provision for payment of, all debts and liabilities

of this corporation, shall be distributed to a non-profit fund, foundation or corporation, which is organized and operated exclusively for charitable and educational purposes and which has established its tax exempt status under section 501(c)(3) of the Internal Revenue Code and Section 237 of the Revenue and Taxation Code, or Douglas County. If this corporation holds any assets in trust, such assets shall be disposed of in such manner as may be directed by the decree of the district court of the county in which this corporation's principal office is located, upon petition therefore by the Attorney General or any person concerned in the liquidation.

These By-Laws shall be in full force and effect from and after the first day of February, 2012.

Passed on the 26th day of January, 2012, by the following vote:

AYES	<u>19</u>
NAYS	<u>2</u>
ABSTENTIONS	<u>1</u>

(Signed original in office)
President

ATTEST:

(Signed original in office)
Secretary

I, Ron Pierini, Sheriff of Douglas County, Nevada, do hereby accept and endorse the by-laws of the Douglas County Search and Rescue, Inc., as amended herein.

(Signed original in office)
Sheriff Douglas County

1/31/12
Date