

# **SAMPLE BYLAWS**

**OF**

**IAFF AFFILIATE**

**POLITICAL ACTION COMMITTEE**

---

## **ARTICLE I**

### **NAME**

The name of this organization shall be the **IAFF AFFILIATE** POLITICAL ACTION COMMITTEE (hereinafter referred to as the "Committee").

## **ARTICLE II**

### **PRINCIPAL OFFICE AND ADDRESS**

The principal office of the Committee shall be located in (Location of **IAFF AFFILIATE**).

## **ARTICLE III**

### **ORGANIZATION**

The Committee shall be a voluntary, nonprofit, unincorporated organization operating as a separate, segregated fund of the **IAFF AFFILIATE**.

## **ARTICLE IV**

### **PURPOSES AND POWERS**

Section 1. The purpose of the Committee is to provide the opportunity for individuals interested in the health, safety and livelihoods of professional fire fighters and emergency medical personnel to contribute to the support of worthy candidates for State or Local office who believe, and have demonstrated their beliefs in, the principles to which the organization is dedicated. To further these purposes, the Committee is empowered to solicit, directly or indirectly, and accept,

voluntary personal contributions, and to make expenditures in connection with the attempt to influence the selection, nomination, or election of any individual to any State or Local office.

Section 2. The Committee, and its officers and subcommittees, shall possess and may exercise all powers and privileges set forth in these Articles or incidental thereto, together with all powers and privileges necessary or convenient to the conduct, promotion, or attainment of the purposes of the Committee or these Articles.

## **ARTICLE V**

### **PARTICIPATION**

All members of the **IAFF AFFILIATE** who are U.S. citizens are eligible to contribute to the Committee. The Committee is authorized to solicit and accept contributions from any person from whom contributions may be lawfully solicited.

## **ARTICLE VI**

### **CONTRIBUTIONS**

Section 1. All contributions to the Committee by **IAFF AFFILIATE** members shall be voluntary, and no contribution to the Committee shall be solicited or secured by physical force, job discrimination, or financial reprisal, or threat thereof, or as a condition of employment.

***(OPTIONAL IN STATES AND MUNICIPALITIES THAT PERMIT THE USE OF DUES MONEY FOR POLITICAL ACTIVITY)*** Section 2.

Treasury funds of **IAFF AFFILIATE** shall be transferred to the Committee via per capita assessment (or some other determinant compliant with state and local election law) on a monthly basis.

Section 3. Basic policies with respect to the expenditure or distribution of all contributions to the Committee shall be within the sole discretion of the officers of the Committee.

## **ARTICLE VII**

### **SEPARATE SEGREGATED FUND**

All contributions to the Committee shall be maintained by the Committee as a separate segregated fund in one or more designated

campaign depositories, and all expenditures by the Committee in support of any candidate or political committee shall be made from that fund and no other source.

## **ARTICLE VIII**

### **OFFICERS**

Section 1. The officers of the Committee shall be the Chairman and Treasurer.

Section 2. The Chairman and Treasurer of the Committee shall be elected annually from the **IAFF AFFILIATE** membership. The dates of elections and the procedures governing them may be determined by the **IAFF AFFILIATE** Executive Board.

Section 3. The Chairman shall administer and have general and active management and supervision of all the affairs of the Committee.

Section 4. The Treasurer shall be the chief financial officer of the Committee, shall keep the financial and other records of the Committee, shall comply with all applicable requirements required by law, shall file appropriate state and municipal disclosures, and shall perform such other duties as may be assigned to him by the Chairman.

Section 5. The Committee's officers may appoint a Vice Chairman and Assistant Treasurer to temporarily succeed to the offices of Chairman and Treasurer in the event of a vacancy in either of those offices. Should a vacancy occur in the office of Chairman or Treasurer, the **IAFF AFFILIATE** membership shall, as soon as possible, elect a successor to serve until the next regular annual election of officers.

## **ARTICLE IX**

### **REMOVAL**

Committee officers may be removed by the **IAFF AFFILIATE** Executive Board.

## **ARTICLE X**

### **ADOPTION, AMENDMENTS AND BY-LAWS**

Section 1. These Articles shall be adopted effective upon approval by **IAFF AFFILIATE** Executive Board.

Section 2. These Articles may be amended from time to time by the **IAFF AFFILIATE** Executive Board.

## **ARTICLE XI**

### **DISSOLUTION**

The Committee may be dissolved at any time by the majority vote of the **IAFF AFFILIATE** Executive Board. In the event of such dissolution, all funds contained in the Committee's campaign depository shall be distributed in a manner appropriate to existing state law.

Other issues to consider when writing PAC bylaws:

- Determine a defined process for selecting candidates to support or oppose
- Will contributions only be made to candidates during the cycle when they seek election or will they be made during off-cycle periods as well?
- Who will be PAC's representative at fundraisers and other candidate-hosted events?
- Policy on in-kind, coordinated and independent expenditures

For more information contact the IAFF Political Affairs Department at 202-824-1582.