



ARTICLE I- NAME

The name of this organization shall be the Sacramento Area Training Managers Association (S.A.T.M.A.).

ARTICLE II- PURPOSE AND GOALS OF THE ASSOCIATION

Those individuals responsible for the staff development and training functions within law enforcement and corrections organizations in the Sacramento Area associate themselves for the following purposes:

- A. The specific purpose of this organization is to develop and maintain effective training programs within the agencies of the Association within the meaning of Internal Revenue Code Section 501(c)(4) and California Revenue and Taxation Code Section 23701f.
- B. To share training-related information, problems and plans.
- C. To promote the most time-effective and cost-effective training services while maintaining the highest quality of training.
- D. To strengthen the professional role of corrections/law enforcement training coordinators by improving techniques, standardizing methods, and by compiling, correlating and disseminating information and knowledge concerning corrections/law enforcement training.
- E. To provide a means of identifying and reacting to problems or concerns which surface in the administration of training programs used by member agencies.
- F. This organization is a nonprofit public benefit organization and is not organized for the private gain of any person.

ARTICLE III- DEDICATION CLAUSE

The property of this organization is irrevocably dedicated to social welfare purposes and no part of the net income or assets of this organization shall ever inure to the benefit of any director, officer, or private person.

ARTICLE IV- DISSOLUTION CLAUSE

Upon the dissolution or winding up of the organization, its assets remaining after payment, or provision for payment, of all debts and liabilities of this organization shall be distributed to a nonprofit fund, foundation, or corporation, which is organized and operated exclusively for social welfare purposes and which has established its tax-exempt status under IRC Section 501(c)(4).

ARTICLE V- MEMBERSHIP

Section 1- Eligibility

Representatives from Sacramento Area Probation Agencies, Sheriff's Offices, Correctional Agencies and any other public agency, which may be a participant in the State Standards for Training in Corrections Program, may be accepted as active members of the Sacramento Area Training Managers Association. Membership in the Sacramento Area Training Managers Association is open to eligible participants from the following counties; Amador, Calaveras, El Dorado, Nevada, Placer, Sacramento, San Joaquin, Sutter, Yolo and Yuba. (Other counties not listed may be admitted upon written request.)

Representatives shall be designated for membership by the department heads of the various participating agencies.

Section 2- Voting

One member representing each agency eligible for membership shall be designated as the voting member for that agency. For all matters, there shall be one vote per agency and a simple majority vote shall be required. Proxy voting will be permitted by an individual appointed to represent a regular member.

Section 3- Dues

There shall be no dues required for membership in the Sacramento Area Training Managers Association.

ARTICLE VI- OFFICERS

Section 1- Selection

The voting members of the Association shall annually elect Officers of the Association to serve a two-year term. Such election shall be held prior to January 1 every two years, with term of office to run for two years from January 1 to December 31. Elections will be done in November/December of even numbered years and office terms will begin at the beginning of each odd numbered year.

The officers of the Association shall include President, Vice-President, Secretary and Treasurer.

Vacancies: In the event of the resignation of an Officer, a simple majority of the remaining Officers will be sufficient to appoint another member to complete the remainder of the unexpired term.

Section 2- Fees and Compensation

The officers of the Association shall receive no monetary compensation for performing their designated duties.

Section 3- Duties

A. President

The President shall preside at all meetings of the Association and shall make appropriate appointments and establish appropriate committee chairmen. The President shall conduct and be responsible for carrying out the objectives and goals of the Association as agreed upon by the general membership. The President shall notify members of the date, time and place of the meetings.

B. Vice-President

The Vice-President shall assist the President and represent the President and carry out all necessary duties in his/her absence.

C. Secretary

The Secretary shall take and record brief minutes of all meetings of the Association. The Secretary shall type and disseminate such minutes at the next scheduled meeting. The Secretary shall read and reply to all correspondence as directed by the President.

D. Treasurer

The Treasurer shall hold in trust all funds, bonds, and property belonging to the Association. If money or property is deposited by the Treasurer in a savings bank or any other institution designated or approved by the Association, they shall not be responsible for its loss by failure of the bank or institution. On the expiration of the term of office of the Treasurer, or the removal there from, they shall deliver to the successor or to such other person the Association may choose, all books, papers, money and other property of the Association. The Treasurer shall keep full and correct accountings of all money received, expended or deposited in the name of the Association and render an account of the same.

The Treasurer shall have the authority to pay monthly bills. The Treasurer shall examine and report upon all bills against the Association and shall report to the membership at each scheduled meeting the balance of all accounts. A financial report shall be filed and signed by the board monthly.

The Treasurer shall file appropriate taxes on an annual basis.

All monies of this Association coming into the hands of the Treasurer shall be placed into the Association's Checking account. The Treasurer shall maintain the checking account to pay such bills of the Association. With board approval the majority of the Associations money shall be moved to an interest bearing account. i.e. term CD, Money Market, etc.

ARTICLE VII- MEETINGS

Section 1- Location and Frequency

It is the intent of the Association to meet as frequently as is necessary to carry out the mission of SATMA.

The date, time and location shall be determined by the officers and the Association members.

On the first meeting of the new year the President and members shall be responsible for the formulation of the annual calendar of SATMA meeting dates, times and locations.

Section 2- Quorum

A quorum for all meetings of the Association shall consist of at least 50% of board members present.

Section 3- Minutes

The Secretary of the Association shall keep accurate minutes of all meetings and shall disseminate such minutes to the members. Such minutes shall be reviewed for approval at the next meeting of the Association and must be approved by that membership.

ARTICLE VIII- MISCELLANEOUS

Section 1- Rules of Order

“Robert’s Rule of Order” revised shall govern all meetings of this Association insofar as they are consistent with the Bylaws.

Section 2- Committees

Committees may be appointed by the President as needed. Such committees and Association members appointed to the same shall function for the term of the task to be completed.

Nothing herein shall prevent a committee member from serving successive terms on committees should there be a need.

Section 3- Bylaws and Amendments

These Bylaws may be amended by a two-thirds vote of the membership present at any regular meeting of the full Association.

These Bylaws shall take effect upon a majority of the members voting for the same.