

**SOUTHEAST CHAPTER
INTERNATIONAL ASSOCIATION OF AUTO THEFT INVESTIGATORS
CONSTITUTION AND BY-LAWS**

ARTICLE 1: NAME AND OBJECTIVE:

SECTION 1: NAME

This organization shall be known as the "Southeast Regional Chapter of the International Association of Auto Theft Investigators" and is therefore referred to as the "SOUTHEAST CHAPTER". The name of the Southeast Chapter (SEC) shall not be used publicly by any member other than by the use of the membership card for identification purposes, without the express permission of the Executive Committee. Any other use of the name of the Southeast Chapter shall only be with the express permission of the Board of Directors. This shall not restrict the officers, appointees, or agents of the Southeast Chapter in the use of the name of the Chapter in carrying out the duties of their respective offices. NO officer or member of the Chapter shall use the name of the Chapter to endorse any product or service, nor shall the Chapter's seal or logo be used in any advertisement of any product or service without prior written approval of the Executive Committee.

SECTION 2: OBJECTIVE:

The objective and purpose of the Southeast Chapter shall be:

- A. To unite for mutual benefit those persons who are eligible for membership as specified under ARTICLE II of these By-Laws.
- B. To provide for the exchange of technical information and developments.
- C. To cooperate with all law enforcement agencies, other individuals and associations who are engaged in the prevention and suppression of vehicle thefts and their kindred crimes.
- D. To encourage high professional standards of conduct among members and other vehicle theft investigators and strive to eliminate all factors which interfere with the administration of crime suppression.

SECTION 3: AREA

The Southeast Chapter shall include the entire area of the states of Alabama, Arkansas, Delaware, Florida, Georgia, Louisiana, Maryland, Mississippi, North Carolina, Puerto Rico, South Carolina, Tennessee, Virginia, West Virginia, and the District of Columbia.

ARTICLE II: MEMBERSHIP

SECTION 1: ACTIVE MEMBERSHIP

Those regularly full-time salaried law enforcement officers of municipal, county, state and federal agencies or those persons having vested in the retirement of their agency and having separated from service in good standing. Special agents of the NICB and full time administrative officers of motor vehicle departments shall be eligible for active membership on the application which has been endorsed by another member of the Southeast Chapter or of the ASSOCIATION and provided further that such applicant possesses the other qualifications for membership in the discretion of the Southeast Secretary subject to review of the Membership Committee of the Southeast Chapter and further that such applicant is not less than eighteen years of legal age. Applications of persons denied membership in the Southeast Chapter and the reasons for the lack of eligibility shall be placed before the Southeast Board for final determination at the next regularly called meeting of the Southeast Board.

SECTION 2: AFFILIATE MEMBERSHIP

Persons who do not qualify for active membership, but who represent an organization, business, company, or philanthropic endeavor known for objectives of the Southeast Chapter and who contribute a sum of money to the Southeast Chapter annually not less than that of the current active membership fee. Acceptability to become an affiliate member shall be determined by the Membership Committee, after the examination of the qualification and suitability of such person to become a member of the Southeast Chapter. Affiliate members shall have the privileges of an active member, except holding the office of President or Vice-Presidents. The Southeast Chapter may, at the discretion of the President, exclude an affiliate member from any particular program topic pertaining to confidential law enforcement information.

SECTION 3: HONORARY LIFE MEMBERSHIP

The Southeast Chapter may, by a majority vote of those members present at the Annual Meeting, confer an honorary life membership upon any person qualified for membership who has rendered distinctive service to the Southeast Chapter or to its purposes. Nominations for honorary life membership must be made in writing to the Southeast Board of Directors at least sixty (60) days prior to voting thereon, and the letter shall specify the reasons for the life membership.

Any person receiving an honorary life membership shall enjoy all the rights and privileges of an active member without the payment of dues. If at anytime the holder of a life membership is found to be unfit; his/her membership can be canceled by a two-thirds vote of the Southeast Board and then placed before those present at the next Annual Meeting. All Past-Presidents of the Southeast Chapter shall automatically become life members at the conclusion of their term of office as elected President.

SECTION 4: ELECTION

Applications for membership shall be made to the Southeast Secretary upon the recommendation by a current member of the Southeast Chapter or of the ASSOCIATION and the admission shall be by the approval of the Southeast Secretary as provided in SECTION 1 of this ARTICLE.

SECTION 5: PERSONAL QUALIFICATION

Prior to voting upon each application, the Membership Committee shall give due consideration to the following and to whatever other qualifications it deems necessary, to wit: (1) the personal character of the applicant; (2) the character and reputation of the applicant's employer and associates. No person shall be eligible for any class of membership if he has ever been a member, is presently a member, or becomes a member of a subversive organization or any organization whose objectives and operation are inconsistent with the purpose of the Southeast Chapter.

Section 6: ELIMINATION

The Southeast Board either upon its own initiative or upon the recommendation of the Membership Committee, may order termination of any membership in the event that: (1) such member falsified his application or makes any misrepresentation therein; (2) such member is in arrears in the payment of dues or any other obligations to the Southeast Chapter; (3) the Southeast Board in its discretion determines that such member has conducted himself in such a manner as is prejudicial to the good name and best interests of the Southeast Chapter; (4) the Southeast Board has determined that such member has exhibited traits of character or conduct inconsistent with the qualifications for membership in the Southeast Chapter. A majority approval of the entire membership of the Executive Committee shall be sufficient to cause termination for any reason specified in this SECTION.

SECTION 7: REINSTATEMENT

Any former member may be reinstated into the Southeast Chapter by making application and complying with ARTICLE II of the Constitution and By-Laws, unless he has been terminated under SECTION 6 of this ARTICLE.

ARTICLE III: ELECTIONS, TERMS, AND OFFICES

SECTION 1: OFFICERS

The officers of the Southeast Chapter shall consist of the following; President, First Vice-President, Second Vice- President, Third Vice-President, Treasurer, and Secretary.

SECTION 2: EXECUTIVE COMMITTEE

For the current Annual Meeting and ensuing year, the Executive Committee shall be composed of the Officers, the elected Directors and those Past-Presidents who have been in attendance of the three (3) of the last (5) annual Executive Committee Meetings. Two of the six elected Directors may be affiliate members. The President shall be the Chairman and the Committee shall constitute the Board of Directors.

SECTION 3: TERMS OF OFFICE

The officers shall hold office from the time of their election and qualifications for terms of one (1) year or until the election and qualifications of their respective successor. Nothing in this section requires the elevation of any officer to the next highest office when the time arrives for an election.

SECTION 4: VACANCIES

In the event of a vacancy occurring among the officers between Annual Meetings, the vacancy or vacancies shall be filled by appointment of the President, with concurrence of a majority of the Executive Committee. The newly appointed officer shall hold office only until the next Annual Meeting.

SECTION 5: ELECTION

All officers shall be elected at the Annual Meeting by a majority of the members present.

SECTION 6: NOMINATING COMMITTEE

The committee shall be comprised of the three (3) immediate Past-Presidents of the Southeast Chapter, one (1) active member who is not a member of the Board and one (1) affiliate member who is not a member of the Board. All shall be in attendance at the Annual Seminar. In the event there are not three (3) Past-Presidents at the Annual Seminar, the President shall appoint additional members of the Southeast Chapter to this Committee to be comprised of a total of five (5) members.

- A. The Chairman of the Nominating Committee shall be the most recent immediate Past-President. The President shall appoint the active member and the associate member of the Nominating Committee.
- B. The Committee members shall be selected and introduced to the full membership present on the opening day of the Annual Seminar by the President.

- C. Nothing in this section shall preclude any member or group of members from placing in nomination in any appropriate way, to be voted upon at the Annual Seminar of the chapter, any person or persons whom such member or group of members might see fit to nominate for election as an officer or slate of officers, providing the person or persons nominated are current members of this chapter.
- D. If a member is seeking election to an office or whose name is submitted for consideration to the Nominating Committee, then the nominee will not sit on the Nominating Committee. If a Past-President is nominated for an office or is seeking election to an office then that person or persons will advise the President of their desire for the position, so as not to appoint him/her to the committee.

ARTICLE IV: GOVERNMENT

SECTION 1: BOARD OF DIRECTORS

The government of the Southeast Chapter shall be vested in the Executive Committee. A simple majority of the officers in the Southeast Chapter shall constitute a quorum and determine any question before the Committee.

SECTION 2: DUTIES AND POWERS

The Southeast Board shall have full power to initiate and transact all business necessary for the existence of the Southeast Chapter and the observance of its purposes. The Southeast Board shall determine the date and location of the Annual Meeting and its decision shall be made known to the membership at least six (6) months prior to the date of such meeting and shall outline the program of activities during such meeting. It shall have the general power to direct, control and supervise the affairs of the Southeast Chapter.

SECTION 3: STANDARD OPERATING PROCEDURES MANUAL

There shall be a Standard Operating Procedures Manual to describe the operating procedures of the Southeast Chapter including the responsibilities of elected and appointed officers, the Annual Meeting and its activities and any other item deemed appropriate. The Standard Operating Procedures Manual may be amended by a majority of the Executive Committee. The contents of the Standard Operating Procedures Manual shall be binding on all members and persons affected.

SECTION 4: THE PRESIDENT

The President shall be the Chief Executive Officer of the Southeast Chapter and it shall be his/her responsibility to supervise and coordinate the activities of the Southeast Chapter, to preside at all meetings of the chapter and of the Board of Directors. He/she shall be responsible for the appointment of those persons to the various committees that are necessary for the proper operation of the Southeast Chapter. He/she shall require reports at each Annual Meeting from each committee so appointed and from the officers of the Southeast Chapter. And, he/she shall assure these responsibilities are being properly fulfilled through regular communications with other officers.

SECTION 5: FIRST VICE-PRESIDENT

In the absence of the President, the First Vice-President shall carry out the duties of the President.

SECTION 6: SECOND VICE-PRESIDENT

In the absence of the First Vice-President, the Second Vice-President shall carry out the duties of the First Vice-President.

SECTION 7: THIRD VICE-PRESIDENT

In the absence of the Second Vice-President, the Third Vice-President shall carry out the duties of the Second Vice-President.

SECTION 8: SECRETARY

The Secretary shall keep the records and minutes of the Southeast Chapter and shall maintain as current as possible the roll of membership in the Southeast Chapter, the Constitution, and all other documents of value. It shall be his/her duty to receive and acknowledge all communications of the Southeast Chapter addressed to him/her or that may be submitted to him/her by other officers of the chapter and shall perform such duties as assigned to him/her by the President.

SECTION 9: TREASURER

The Treasurer shall be the custodian and sole depositor of the funds of the Southeast Chapter and shall disburse all funds by bank check or electronic transfer as authorized in a manner approved by the Board of Directors of the Southeast Chapter. He/she shall render a complete summary of all income, disbursements and balances whenever requested by the Board of Directors and to all the present membership at the Annual Meeting. A written copy of his/her report shall be made available to any member upon request. He/she shall furnish a bond to the Southeast Chapter in the form and amount designated by the Southeast Board and the cost of such bonding shall be paid from the funds of the Southeast Chapter.

SECTION 10: DIRECTORS

The Southeast Chapter shall have six (6) Directors on the Executive Committee and they shall be assigned duties as designated by the President. No more than two (2) of the Directors will be affiliate members. The Nominating Committee during the nominating process shall consider the equitable rotation of affiliate members in these positions.

SECTION 11: MEMBERSHIP IN THE INTERNATIONAL ASSOCIATION

The Chapter requires all members of the Southeast Chapter become members of the International Association.

SECTION 12: STATE DELEGATES

The President or his designee (3rd Vice-President) of the Southeast Chapter may appoint one or more State Delegate(s) in each of the States and District mentioned in ARTICLE I, SECTION 3, of this Constitution. It will be the State Delegate's duty to assist in the functions of the Southeast Chapter in his state and district and to be responsible for circulating information about the Southeast Chapter and to obtain membership for the Southeast Chapter from those eligible persons as explained in ARTICLE II of this Constitution. The President shall assure proper materials are available for State Delegate's functions.

ARTICLE V: MEETINGS

SECTION 1: ANNUAL MEETING

The Annual Meeting shall be held at such time and place as may be fixed by the Southeast Board. Postponement or cancellation of the Annual Meeting shall be at the discretion of the Southeast Board. Notice thereof shall be sent to each member at his last known address, email address and/or publication in the IAATI or SERC Chapter Newsletter, not less than one hundred and eighty (180) days in advance of the date of the Annual Meeting which has not been specifically provided for herein, the presiding officer shall be governed in his decision, by the rules laid down in Robert's Rules of Order as revised.

SECTION 2: SPECIAL MEETING

Special meetings may be called for upon the order of the Southeast Board at such places and times as fixed by the Southeast Board, giving due notice thereof to all members at least thirty (30) days in advance.

SECTION 3: SOUTHEAST BOARD

A meeting of the Southeast Board may be called at any time and place upon the order of the President of the Southeast Chapter or at the request of most the members on the Southeast Board.

SECTION 4: NOTICE OF IAATI SECRETARY

Annual Meetings of the Southeast Chapter shall in no way conflict with the Annual Seminar of the Association. The Southeast Chapter shall hold at least one (1) meeting each year and all notices sent to the membership about such meetings shall be forwarded to the IAATI Secretary. A copy of the minutes of the Southeast Chapter shall be furnished to the IAATI Executive Director.

ARTICLE VI: FINANCE

SECTION 1: FEES AND DUES

A prospective member shall submit dues with the IAATI application for membership to the IAATI Executive Director and upon admission; the monies shall be applied as his/her dues until December 31st, following the approval of his application.

There shall be no other assessment except as provided by amendment to the Constitution.

SECTION 2: SOUTHEAST BOARD

The Southeast Board shall be responsible for making recommendations to the full membership at the Annual Meeting as to any changes in the fee or dues or any additional assessments of the Southeast Chapter.

SECTION 3: AUDIT

The Finance Committee, which shall be appointed by the President of the Southeast Chapter, will make an audit of the books at each Annual Meeting and shall be responsible to verify all of the Southeast Chapter assets and liabilities.

ARTICLE VII: RESPONSIBILITIES OF ELECTED OFFICERS AND APPOINTEES

SECTION 1: PURPOSE

The purpose of this ARTICLE is to establish specific responsibilities for the various elected officers of the Southeast Chapter, so that the Southeast Chapter may function more efficiently toward the accomplishments of the objectives of the Chapter as specified in ARTICLE I, SECTION 2 of the Constitution.

SECTION 2: OFFICERS RESPONSIBILITIES

- A. PRESIDENT; through regular communication with other officers of the Southeast Chapter, he/she shall assure himself/herself that these officers are fulfilling their responsibilities and the duties of their particular office properly. He/she shall assign to the other officers of the Southeast Chapter any inquiries and correspondence that comes to him that may fall within the duties of office of the other officers.
- B. FIRST VICE-PRESIDENT; He/she shall serve as Chairman of the Membership and Finance Committees and be responsible for providing committee members with recruitment material and necessary guidance to recruit all types of membership.
- C. SECOND VICE-PRESIDENT; He/she shall serve as the Chairman of the Program Committee and will have the assistance of the On-Site Program Coordinator. He/she shall ensure that the following steps are taken in preparation of the Annual Meeting in conjunction with the On-Site Program Coordinator.
 - 1. Shall cause an Annual Meeting announcement to be emailed to all members at least one hundred and eighty (180) days prior to the starting date of the meeting.
 - 2. Shall ensure that a meeting room for the various committee meetings is available which shall be large enough to provide space should members of the Southeast Chapter wish to sit in on a committee meeting.
 - 3. Shall ensure the Secretary and Editor are notified of the seminar schedule, subject matter, and speakers at least one hundred and eighty (180) days before the annual seminar.
- D. Third Vice-President; He/she shall serve as the coordinator of the State Delegates and be responsible to see that these delegates make known the presence of the Southeast Chapter and that membership in the Southeast is made known to as many people in law enforcement within the confines of the Southeast Chapter area. He shall make known to the State Delegates the value of the Annual Meeting within the area of the Southeast Chapter in an effort to coordinate the exchange of new ideas and methods of combating the auto theft problem.
- E. Secretary; The Secretary will transcribe the minutes from the annual meeting and board meetings.
 - 1. Shall maintain all the records of the association.
 - 2. Shall send copies of all transcribed minutes to the IAATI Executive Director and SERC Board members.

- F. TREASURER; He/she shall be responsible for the opening of the necessary bank accounts, depositing the funds into the banks, making disbursements via the Chapter's checking account and maintaining the proper records on same.
- G. DIRECTORS; each director shall be assigned to one (1) of the foregoing committees and shall actively assist the Committee Chairman in the fulfillment of these committee responsibilities.
- H. STATE DELEGATES; They shall be responsible for the soliciting of new membership from within their own state or district, making the Southeast Chapter known within their state and shall be available for appointment to one (1) of the various committees of the Southeast Chapter. They shall request that all current members in the state keep them advised of any new methods of theft, new innovations used by the vehicle thieves or any other useful information that might be of interest to other members of the Southeast Chapter. When the delegate receives this type of information, they shall prepare an article for publication in the chapter's news bulletins and forward the article to the proper officer charged with the responsibility of the news bulletin.
- I. ON-SITE PROGRAM COORDINATOR; He/she shall be a current member of the organization and be appointed by the President. He shall be an active or affiliate member hosting the following year's seminar. He/she shall coordinate with the 2nd Vice-President the agenda for the seminar and will coordinate with the 2nd Vice-President the activities of the Annual Seminar.
- J. CHAIRMAN TRAINING COMMITTEE; the chairman shall be a current member of the Southeast Chapter and be appointed by the President. He/she shall prepare and solicit material for the Southeast Chapter's news bulletins. He/she shall prepare and recommend minimum standards for vehicle theft training. He/she shall advise the On-Site Committee and the 2nd Vice-President of specific training topics. He/she shall maintain a listing of instructors in vehicle theft related crimes. He/she shall maintain all records of training conducted on behalf of the Association

ARTICLE VIII: AMENDMENTS TO THE CONSTITUTION AND BY-LAWS

SECTION 1: REQUIREMENTS:

This Constitution may be amended at an Annual Meeting of the Southeast Chapter by a vote of two-thirds of the membership present.

SECTION 2: NOTICE

Proposed change(s) in the Constitution and By-Laws shall be submitted to the membership in written form at least forty (45) days before these change(s) are to be voted on.

ARTICLE IX: DISSOLUTION OF THE SOUTHEAST CHAPTER

SECTION 1:

In the event of the dissolution of the Southeast Chapter whether voluntary or involuntary, no member shall be entitled to any distribution or division of its remaining property or its assets, and the balance of all money and other property received by the Southeast Chapter from any source, after payment of all debts and obligations of the Southeast Chapter, shall be distributed to the Association.

ADDITIONAL RECOMMENDATIONS:

1. All official meetings of the Southeast Chapter shall be professionally conducted for the sole purpose of furthering the objectives of the Southeast Chapter and the Association.
2. The President of the Association shall be an ex-officio member of the Southeast Board.
3. All meetings of the Southeast Chapter shall be opened to all members of the Association
4. The President of the Association may call upon a representative of the Southeast Chapter at the Annual Training Seminar to report on membership and activities of the Southeast Chapter.
5. The officers of the Association are encouraged to aid and assist the development and activities of the Southeast Chapter.
6. The members of the Southeast Board shall meet prior to the formal start of the Annual Meeting to make plans for the coming Annual Meeting, plan for committee appointments and make whatever committee reports are necessary at a time determined by the President.
7. The morning of the first day of the Annual Meeting is open to spouses, companions and/or guest of the meeting participants.
8. Local activities and visits may be made available to spouses, companions and/or guests of the meeting participants during the day time when the Annual Meeting is in session.

DEFINITIONS:

ASSOCIATION:	Parent Organization of the International Association of Auto Theft Investigators (IAATI).
IAATI BOARD:	Board of Directors of the parent Association
IAATI EXECUTIVE DIRECTOR:	Executive Director of the parent Association
N.I.C.B.:	National Insurance Crime Bureau
S.E. CHAPTER	The states of Alabama, Arkansas, Delaware, Florida, Georgia, Louisiana, Maryland, Mississippi, North Carolina, Puerto Rico, South Carolina, Tennessee, Virginia, West Virginia, and the District of Columbia shall be called the Southeast Chapter of IAATI.
S.E. BOARD:	All officers of the S.E. Chapter, all Past-Presidents attending three of the last five board meetings of the S.E. Chapter shall be the Board of Directors of the Southeast Chapter.
SECRETARY:	Secretary of the Southeast Chapter
STATE DELEGATE:	Representatives of the Southeast Chapter in a given state
TREASURER:	Treasurer of the Southeast Chapter

Approved and adopted on August 14, 1974

Amended June 1979, June 16, 1981, June 19, 1984, June 24, 1987, June 14, 1989, June 6, 1990, June 24, 1992, August 11, 1994, June 28, 2001, June 16, 2002, June 15, 2011, June 15, 2022, June 7, 2023.