

Mid-Atlantic Regional Association of Crime Analysts [MARACA] By-Laws

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Article I: Name

The name of our association shall henceforth be known as the ***Mid-Atlantic Regional Association of Crime Analysts [MARACA]***.

Section 1: Articles of the Organization

- The Mid-Atlantic Regional Association of Crime Analysts is organized exclusively for charitable and educational purposes within the meaning of section 501(c)(3) of the Internal Revenue Code.
- The organization shall not carry on any activities not permitted to be carried on (a) by an organization exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code of 1986 (of the corresponding provision of any future United States Internal Revenue Law) or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code of 1986 (or corresponding provision of any future United States Internal Revenue Law).
- No part of the net earnings of the organization shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation of services rendered and to make payments and distributions in furtherance of the purposes set forth. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not partake in, or intercede in (to include publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office.
- Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code (or corresponding section of any future tax code), or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed by the Court of Common Pleas of the county in which

the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations' as said Court shall determine.

Article II: Purpose, Vision, and Functions

Section 1. Purpose

The mission of the Mid-Atlantic Regional Association of Crime Analysts is to establish and maintain a regional organization that allows law enforcement professionals with common goals to share crime analysis information and intelligence while promoting the field of crime analysis and encouraging the growth and use of analytical methods as a law enforcement tool. The MARACA will work towards the goal of advocating for the highest professional standards in establishing a joint, informative, and well communicated crime analysis network while encouraging progressive education and training in law enforcement intelligence.

Section 2. Vision:

The future success of MARACA is contingent on a shared vision, one that is common to all community members. MARACA has adopted an extensive process for advancing this vision, and we believe it represents the best interests of our law enforcement customers and our ultimate constituents: the citizens of the states represented.

Our vision includes several long-term goals:

- Encouraging intelligence sharing between law enforcement professionals and crime analysts
- Providing progressive education and technology opportunities to encourage the growth and knowledge of the members of the organization
- Advocating for crime analysis as a necessary and effective resource for law enforcement
- Providing a forum for information sharing and encourage the development of analysts' intel sharing, strategies, and techniques

Section 3. Functions:

The functions of the Mid-Atlantic Regional Association of Crime Analysts are:

- To create and maintain a comprehensive knowledge base which will provide, among other things, points of contact for technical, legal, and crime analysis policy issues.
- To provide a leadership role in the training community for administrative, operational, strategic and intelligence analysis.
- To support high standards for professionalism, education, and achievement within fields of crime and intelligence analysis.
- To actively support critical and progressive research and writing on crime analysis topics.

- To enhance public and official understanding of the role of crime analysis in law enforcement.
- To advocate crime analysis as a professional field.
- To foster multi-agency collaboration.
- To utilize multiple resources to advance the image of the crime analysis field and disseminate information as needed.

Article III: Affiliations of MARACA

Pursuant to the goal of enhancing the field of crime analysis MARACA will, with the majority approval of its membership, be empowered to establish affiliations with other organizations espousing compatible goals and doctrines. There will also be a provision for the dissolution of any affiliations entered into by the executive Board of MARACA if due cause is demonstrated.

- No member shall use the name of the Organization/Logo in written or verbal correspondence that would imply that the person is speaking on behalf of or being endorsed by the Organization without the approval of the Executive Board
- MARACA shall not align itself or publicly support any one political party or its candidates to achieve its goals

Article IV: Executive Board of MARACA

Section 1. The Executive Board:

The Executive Board will be composed of a President, Vice President of Administration, Vice President of Membership, Secretary, and a Treasurer, elected under Article VI. The Past President shall sit on the Executive Board in an advisory [non-voting] role. All Executive Board Members are asked to attend a majority [70%] of the monthly/quarterly meetings. This can be an in-person or virtual attendance.

Section 2. The President:

The President shall be the chief executive officer of the Mid-Atlantic Regional Association of Crime Analysts. He/she shall preside at meetings of the Association and of the Executive Board. He/she shall call all special meetings of the Executive Board by notice to the Secretary.

The President will hold an ex-officio membership in all committees and boards of the Mid-Atlantic Regional Association of Crime Analysts. He/she will appoint all committee members, except those mandated by other provisions in these by-laws.

Section 3. The Vice President of Administration:

The Vice President of Administration shall assume the office and powers of the President if the President is unable to perform. He/she shall preside at meetings of the Mid-Atlantic Regional

Association of Crime Analysts in the absence of the President. He/she will perform all other duties assigned to him by the President.

The Vice President of Administration will chair the Training Committee, if formed, and preside at all Training Committee meetings.

Section 4. The Vice President of Membership:

The Vice President of Membership shall hold the primary responsibility for recruitment and maintenance of the membership of the Mid-Atlantic Regional Association of Crime Analysts. He/she shall Chair the Membership Committee, if formed. He/she shall perform all duties assigned to him/her by the President.

Section 5. The Secretary:

The Secretary shall be responsible for all correspondence of the Mid-Atlantic Regional Association of Crime Analysts, and the transcription and distribution of the minutes of all meetings of the Mid-Atlantic Regional Association of Crime Analysts and the Executive Board.

Section 6. The Treasurer:

The Treasurer shall receive and process membership dues. The Treasurer shall distribute the Annual Financial Report for the organization. The Treasurer will chair the Financial Committee, if formed. He/she shall be responsible for the distribution of funds as approved by the executive board or the general membership.

Section 7. The Past President:

The Office of the Past President will be held by the most recent individual to hold the Office of the President, provided he or she left the Office of the President as a member in good standing. The Past President is an advisory member of the Executive Board and has no voting authority.

Section 8. Succession of Office:

In the event that the President is unable to perform the duties ascribed – whether permanently or for individual meetings or tasks – the office shall be assumed by the Vice President of Administration, followed by the Vice President of Membership. Vacancies in either of the Vice President positions shall be filled by appointment by the Executive Board for the remainder of the term of office.

Section 9. Executive Board Member Dues & Fees:

All members of the Board will have their dues waived and IACA membership covered so long as they continue to hold and represent their office. As well, all fees for MARACA sponsored training is waived during their tenure.

This is a benefit given to Board members to help compensate and thank them for their time and efforts as well as to reward their respective agencies for allowing them to spend work time doing MARACA related tasks.

Article V: Membership

Section 1. Non-discrimination:

Mid-Atlantic Regional Association of Crime Analysts does not discriminate based on race, color, national origin, sex, religion, age, and non-disqualifying mental or physical handicap or veterans' status.

Section 2. Membership Types:

1. Full Membership is given to professionals of law enforcement, and to individuals [other than students] associated with criminal justice, criminology, police science or related programs at colleges and universities. Such members will have voting authority. Full Members will be required to pay full membership dues. Such status will be approved by the Membership Committee.
2. Sponsor/Corporate Membership is given to private concerns, such as vendors, etc.* Such members will not have voting authority. Sponsor/Corporate Members will be required to pay membership dues at a rate set forth by the voting members.
3. Student Membership is given to full-time or part-time graduate or undergraduate college and university students interested in crime analysis. Student members will not have voting authority and cannot hold elected office in the Mid-Atlantic Regional Association of Crime Analysts but have all other rights and privileges of membership. Student members will pay dues at a rate of one-half the dues for full members.

*The Mid-Atlantic Regional Association of Crime Analysts is provided the latitude to extend Corporate Sponsor status to any business or organization that is supportive of the goals and doctrines of the Mid-Atlantic Regional Association of Crime Analysts. Sponsorship shall be conferred by majority vote of the Executive Board, based upon recommendation by the Membership Committee.

Section 3. Status of Membership:

Membership in the Mid-Atlantic Regional Association of Crime Analysts is a privilege, not a right. Membership will be restricted to those law enforcement professionals who demonstrate interest

in crime and/or intelligence analysis and support the doctrines and goals of the Mid-Atlantic Regional Association of Crime Analysts.

To be considered a member in good standing of MARACA, one must have all dues and fees paid and current by the testimony of the Treasurer. Members will remain in good standing for up to 3 months after their renewal date.

All membership status shall be determined on a preliminary basis by the Vice President of Membership, subsequent to affirmation by action of the Membership Committee should such a committee exist.

Each Full member shall have one [1] vote and he/she can place that vote via electronic voting [thru official email address] or thru hard copy if present at the meeting.

Section 4. Privileges of Membership

All Full Members of the Mid-Atlantic Regional Association of Crime Analysts in good standing shall hold a right to cast ballots in the election of officers of the Mid-Atlantic Regional Association of Crime Analysts, to hold office in the organization and to sit on any committee of the Mid-Atlantic Regional Association of Crime Analysts.

All Associate and Sponsor/Corporate members of the Mid-Atlantic Regional Association of Crime Analysts in good standing hold the right of access to all general meetings of organization, publications produced by the Mid-Atlantic Regional Association of Crime Analysts and to information maintained by the organization which is in the public domain [pending payment of necessary dues].

Section 5. Application of Membership

Application for membership in the Mid-Atlantic Regional Association of Crime Analysts can be made by submitting the application paperwork to the office of the Second Vice President along with all applicable dues and fees. Upon receipt of the documents and fees, the Second Vice President will review the application and, if finding the applicant in compliance with the germane regulations and by-laws of the Mid-Atlantic Regional Association of Crime Analysts, he/she will approve the membership. The Secretary will be responsible for updating the membership list and sending the dues to the Treasurer.

Section 6. Dues and Fees:

Membership fees will be set on an annual basis by a vote of the Mid-Atlantic Regional Association of Crime Analysts members. Membership year will begin on the first day of membership and continue until the same day the following year.

Subject to approval by the Executive Board, corporate members may offer an equivalent value in goods or services in lieu of membership fees.

Section 7. Termination of Membership:

A member may be suspended and/or terminated for any of the following reasons:

- As a result of non-payment of dues, following the expiration of the three [3] month grace period
- If their employment or academic status no longer meets the criteria for their membership category. Exceptions will be considered on a case-by-case basis. The member shall notify the Mid-Atlantic Regional Association of Crime Analysts in writing of the change in employment or academic status within thirty (30) days. Failure to do so will result in the member's expulsion from MARACA. Members can be reinstated after MARACA has received written verification from the member on agency/corporate letterhead that they are serving in a capacity as defined by one of the membership categories
- For good cause, which includes but is not limited to, malfeasance in office, criminal conduct, or serious nonprofessional conduct

Article VI: Election of Officers

Section 1. Qualifications:

Officers of the Mid-Atlantic Regional Association of Crime Analysts must be full members in good standing. Good standing shall be defined as being current on any and all dues and fees.

Section 2. Terms of Office:

Executive Board members will be elected for two-year terms. Elections for the Offices of President, Vice President of Membership and Treasurer will take place in odd numbered years. Elections for the offices of Vice President of Administration and Secretary will take place in even-numbered years.

Section 3. Electoral Process:

Nominations and elections will take place between April 1 and June 30, with the elected officers taking office on July 1 of the same year. Voting for Executive Board members will be made by written ballot. Elections will be supervised by the Secretary during odd-numbered years and by the Vice President of Membership during even-numbered years.

Section 4. Vacant Executive Board Positions:

Should any Executive Board position, other than the position of President, become vacant because of resignation, expulsion, or lack of candidates during a general election, the remaining members of the Executive Board will have the authority to appoint a Full Member in good standing to that position for the remainder of that term of office.

Article VII: Mid-Atlantic Regional Association of Crime Analysts Meetings

Section 1. Meetings

The Executive Board will determine the dates of any general meeting. There will be no more than one general meeting during any calendar month, and there will be at least one general meeting every three months.

Section 2. Executive Board meetings:

The President of the Mid-Atlantic Regional Association of Crime Analysts may call a meeting of the Executive Board at any time. There will be, at the least, one Executive Board meeting per year. Such notice will be given not less than 72 hours in advance.

Section 3. Special meetings:

Special meetings may be held to discuss or disperse sensitive law enforcement issues and information, on these occasions, attendance will be restricted to members with Full Membership status. Such meetings may be held before or after a general meeting or may be held on a different date.

Section 4. Quorum:

A quorum of not less than 25% of the Full Members of the association will be necessary to conduct business at general, annual, and special meetings. In the case of two consecutive meetings of quorum not being met, business will be conducted at the next Executive Meeting and voted upon by members present.

Article VIII: Committees

Section 1. Committee Membership:

Appointed members of all committees must be members in good standing in the Mid-Atlantic Regional Association of Crime Analysts. The President will appoint all committee members, except those mandated by other provisions of these by-laws, contingent with the approval of a 2/3 vote of the Executive Board.

Section 2. Finance/Budget Committee:

The Executive Board may establish the Finance Committee, to audit and publish the Annual Financial report for the Mid-Atlantic Regional Association of Crime Analysts. The committee will be chaired by the Treasurer and shall consist of two other appointed members. If no Finance Committee exists, the Treasurer will assume these responsibilities.

Section 3. Membership Committee:

The Executive Board may establish a Membership Committee to hear the grievances of the membership and to recruit and promote membership in the Mid-Atlantic Regional Association of Crime Analysts. The committee will be chaired by the Vice President of Membership and shall consist of two other appointed members.

Section 4. Training Committee:

The Training Committee may exist to establish a training agenda, based upon needs and requests of the membership. This committee will be presided by the 1st Vice President [Administration] and shall consist of up to 5 additional members.

Section 5. Ad Hoc Committees:

The Executive Board has the authority to establish, compose, and dissolve committees with specific agendas, as the need is perceived. The composition and authority of these committees will be duly reported and recorded in the minutes of the Executive Board. The ad hoc committees shall be considered chartered and in force with 2/3 vote of the Executive Board, or by a majority vote of the membership.

Article IX: Provisions of Governance

The rules and provisions of these by-laws, and any applicable and approved committee regulations will govern the Mid-Atlantic Regional Association of Crime Analysts. Where the standards and provisions of these by-laws are insufficient to resolve disputes the most current edition of Robert's Rules of Order shall be consulted. The conduct of all meetings and actionable votes of any component of this organization must be held in compliance with the Mid-Atlantic Regional Association of Crime Analysts Bylaws.

Article X: Amendment of Bylaws

Amendments of these by-laws must be submitted in writing, to the membership prior to or at the next scheduled meeting of the general membership of the Mid-Atlantic Regional Association of Crime Analysts.

The proposed amendment(s) will be distributed to the voting membership with the registration materials for the next meeting. Members will discuss the proposed change and make amendments before submitting them to the membership for approval.

For approval and amendment of the by-laws the proposed amendment(s) must receive 2/3 of the voting membership in attendance. Each amendment will stand for approval as a single measure. This approval will occur by official ballot. An official ballot will consist of a paper ballot or a show of hands.