



Mary's Peak Search and Rescue Inc. Constitution

Article One

NAME:

This organization shall be known as MARY'S PEAK SEARCH & RESCUE, INC., commonly known as MPSAR, formerly known as MARY'S PEAK FOUR WHEELERS.

Article Two

PRIMARY OBJECTIVE:

Mary's Peak Search & Rescue is organized as a professional non-profit corporation for the purposes of providing 24 hour assistance to the Benton County Sheriffs Department & to the Oregon State Department of Emergency Services in the area of Search & Rescue (SAR).

Article Three

MEMBERSHIP:

- A. All persons over 18 years of age wishing to uphold the primary objective of the Mary's Peak Search & Rescue as set forth in Article II may apply for membership.
- B. There shall be four categories of membership. Qualifications for each shall be described in the bylaws.
 1. Support Staff Member
 2. Field Rescue Member
 3. Hasty Team Member
 4. Life Member
- C. New members will have one year from the date of joining Mary's Peak Search & Rescue to become certified by the Oregon State Sheriffs Association (O.S.S.A.).

- D. Members shall participate in training as required by the O.S.S.A. to retain their SAR certification, as well as requirements defined in the Bylaws.
- E. All members in good standing with O.S.S.A. SAR certification shall be entitled to vote on each matter submitted to a vote of the members.
- F. Membership status may be subject to review and change by the Executive Committee.
- G. Dues:
 - 1. Dues for all members shall be assessed annually.
 - 2. The deadline for payment of dues shall be the first Monday in December.
- H. Members are encouraged to include family members in designated unit activities.
- I. All members attending training seminars (such as, but not limited to: tracking classes, State SAR Conferences, Wilderness First Aid, etc.) may be reimbursed all or in part any fees with prior approval of the majority vote of the unit members. Proof of satisfactory completion and proof of payment are required to obtain compensation.
- J. Uniforms may be designated to be worn for official duties as specified by the unit President.
- K. All new members shall serve a six month probationary period and may be dismissed at any time during this period for just cause as determined by the Executive Committee. The Executive Committee will provide written notification with explanation for such a dismissal.
- L. All members are required to participate in fund raisers, unit activities, and training.

Article Four

FINANCES:

- A. All monies received on behalf of MPSAR shall be immediately turned over to the treasurer to be deposited in a timely manner to the credit of the corporation in such banks or other depositories as the Executive Committee may select.
- B. All authorized unit expenditures will be made by check, signed by two officers of the corporation.

- C. The treasurer shall keep a detailed written record of all expenditures and assets, and shall make a report to the members at every general membership meeting.
- D. The Executive Committee will review the financial records at least once per year.

Article Five

EVENTS:

- A. All events must be conducted in a professional and orderly manner with safety the primary objective.
- B. All members and guests participating in an event shall abide by the motor vehicle code. Any violation will be grounds for dismissal from the unit by the Executive Committee.
- C. The President or their designee shall be the point of contact for any search, drill or practice operation with any outside agency.

Article Six

OFFICES:

- A. The affairs of the corporation shall be managed by an Executive Committee.
- B. The Executive Committee shall consist of the elected officers of the Corporation.
- C. The elected offices of the unit shall consist of the President, Vice President, Secretary, and Treasurer.
- D. Any eligible member in good standing, as defined in the Bylaws, may hold an elected office.
- E. Nominations for the unit officers shall be at the November and December general membership meetings with the elections taking place at the December meeting.
- F. Term of Office for all elected officers shall be one year.

G. Duties of Officers

1. President:

- a. Shall preside over all meetings.
- b. Shall be the primary representative of the unit at SAR related meetings.
- c. Shall be the unit spokesperson and point of contact.

2. Vice President:

- a. Shall represent the President in his/her absence.
- b. Shall serve as chairman of the Fundraising Committee.

2. Secretary:

- a. Shall take and record minutes of all meetings, and distribute the minutes to members within fourteen (14) calendar days.
- b. Is responsible for all unit correspondence.
- c. Reserves annual and monthly meeting rooms as needed.
- d. Maintains a current record of contact information of all MPSAR members.

3. Treasurer:

- a. Shall keep detailed financial records and report financial status at each meeting.
- b. Shall work with committees in development of their budgets.
- c. Shall be responsible for paying all approved unit expenses in a timely manner.
- d. Shall be responsible for the timely filing of all required government forms.

Article Seven

MEETINGS:

- A. Regular meetings of Mary's Peak Search & Rescue shall generally be held on the first Monday of every month at such time and location as decided by the Executive Committee.

- B. An official meeting requires attendance of at least two-thirds (2/3) quorum of the voting members.
- C. Monthly meetings are closed to non-members other than by invitation of an existing member in good standing, or referral by Benton County Emergency Management.
- D. Members are required to attend 8 or more of the monthly general membership meetings in a calendar year.

Article Eight

AMENDMENTS:

- A. This constitution may be amended by an affirmative vote of at least two thirds (2/3) of the eligible voting membership.
- B. Any amendment to this constitution must be presented to the membership in writing at least 30-days prior to the meeting at which the vote is to be taken.

Article Nine

RULES AND PROCEDURES:

- A. Unless otherwise specified, Robert's Rules of Order will govern.

Article Ten

UNIT EQUIPMENT and EMBLEMS:

- A. Unit equipment and emblems shall remain the property of Mary's Peak Search & Rescue. Only members in good standing shall be permitted to hold unit equipment in their personal possession. -
- B. MPSAR magnetic decals shall be displayed on all unit vehicles at a search location. Only members in good standing shall be permitted to display unit insignias on their vehicles or clothing.
- C. It will be the responsibility of the Executive Committee to notify, in writing, present and former members to return unit property, including magnetic decals, camping and safety supplies or any item of value, if not voluntarily relinquished upon request.

Article Eleven

SEARCHES:

- A. All members may participate in searches. Certified members will supervise non-certified personnel.
- B. While involved in searches, all members shall perform duties under the direction and control of the Incident Commander.
- C. When on a search, each member shall abide by Article Five.

Article Twelve

ORGANIZATIONAL DISSOLUTION:

- A. This organization may be dissolved by a two thirds (2/3) written vote of the eligible voting membership.
- B. Assets of this organization, upon dissolution, shall be transferred to Benton County, Oregon as per Articles of Incorporation.