

Community Policing Action Council (CoPAC) Ypsilanti, Michigan

By-laws

1. Name and Purpose

The name of this council shall be “The Community Policing Action Council (CoPAC)”. CoPAC is a council established by the Ypsilanti Police Department to advise and assist in the implementation of community policing and the community policing philosophy throughout the City of Ypsilanti.

2. Mission

The mission of the Ypsilanti Community Policing Action Council is to foster a safe environment within the City of Ypsilanti by bringing together citizens and police in an ongoing exchange of information to assist in determining direction and priorities for Community Policing.

3. Membership

CoPAC membership shall be restricted to one (1) of two (2) membership categories: Full Members and Associate Members. An alternate representative should be provided by each member to be present during any member’s absence.

3.1. Full Member Criteria

- a. Full Member Associations of CoPAC shall be a geographically-defined neighborhood or business association located 100% within the City of Ypsilanti.
- b. The boundaries of Full Member Associations shall encompass less than 40% of the total area of the City of Ypsilanti.
- c. Full Member Associations shall provide a copy of its approved By-laws to the CoPAC Secretary upon joining and provide updated copies each time they are amended.
- d. As evidence of their activity and membership participation, Full Member Associations shall provide copies of their minutes or other documented evidence of its activity of the past year upon renewal of its annual dues in order to retain its good-standing status as defined in Section 6.

3.2. Associate Member Criteria

Associate Member Associations shall be affiliated in some way with the City of Ypsilanti but their constituency is not defined by the geographical subunits or boundaries of the City of Ypsilanti.

3.3. Charter Membership

The Charter Members of CoPAC are listed in Appendix 1 to these By-laws. The Charter Membership list contained in Appendix 1 shall not be amended.

3.4. Election to Membership

- a. Eligibility for membership shall be tested against the above criteria and decided by majority vote of existing members.
- b. The membership list of CoPAC shall be maintained as Appendix 2 to these By-laws.

3.5. Membership Exclusions

Ad hoc groups, single-issue groups, individuals, political groups, fraternities, sororities and elected electoral constituencies shall be excluded from CoPAC membership.

4. Voting Privileges

4.1. Full Member Associations

Full Member Associations in good standing shall exercise two (2) votes.

4.2. Associate Member Associations

Associate Member Associations in good standing shall exercise one (1) vote.

5. Representation

5.1.

Full and Associate Member Associations shall appoint a primary representative to CoPAC as well as an alternate.

5.2.

Full and Associate Member representations shall have completed or will complete the Ypsilanti Citizen's Police Academy at the next scheduled Academy class.

5.3.

Full and Associate Member representatives shall also submit and successfully pass a background check as determined by the Ypsilanti Police Department.

6. Member in Good Standing

6.1. Dues

- a. Membership dues shall be \$35.00 per annum for Full Member Associations and \$25.00 per Associate Member Associations.
- b. Annual membership dues shall be payable on or before the first meeting of each calendar year.
- c. Dues must be current.

6.2. Absences

No more than two (2) excused absences are allowed per calendar year.

7. Calendar Year

The calendar year for CoPAC shall be from January 1 to December 31.

8. Executive Committee

The officers for CoPAC shall be five (5) in number: President, Vice President, Secretary, Treasurer, and the Ypsilanti Police Department Liaison Officer.

8.1. Term Length

- a. The term length for President, Vice President, Secretary, and Treasurer shall be two (2) years.
- b. The President and Secretary's term shall begin January 1 of even numbered years.
- c. The Vice President and Treasurer's terms shall begin January 1 of odd numbered years.
- d. There is no term limit for the Ypsilanti Police Department Liaison Officer.

8.2. Duties of Officers

- a. The President shall be the chief executive of the council charged with the duty of supervising all of its functions. The President must be a representative from a Full Member Association.
- b. The Vice President shall perform the duties of the President in his or her absence. The Vice President must be a representative from a Full Member Association.
- c. The Secretary shall conduct the correspondence of the council, issue notices of and keep minutes of the council, be custodian of the records, keep the roll of all members, and discharge other such duties as may be assigned by the President.
- d. The Treasurer shall collect all membership dues and shall have the care and custody of all the funds and property of the council, which shall be disbursed by him or her only upon the order of the membership. He or she shall submit a report for the preceding year at the regularly stated meeting in January and shall render special reports whenever requested to do so by the membership. He or she shall deposit all funds in the name of the council in such bank or banks as may be designated by the membership.

9. Meetings

9.1.

Regular membership meetings shall be every other month beginning in January with the exception of August and December, unless changed by the President for compelling reasons and with due notice to the members.

9.2.

The CoPAC Executive Committee may meet monthly or as needed, unless changed by the President for compelling reasons and with due notice to the CoPAC officers.

9.3.

Special meetings shall be called by the President when needed with notice to the members.

9.4.

The Executive Committee shall develop each meeting agenda.

9.5.

The Secretary will distribute agenda, minutes, meeting reminder, and any other pertinent documents necessary to accomplish committee goals five (5) days prior to the meeting.

9.6.

A quorum at all meetings shall consist of at least 51% of the membership in good standing.

10. Committees

Committees shall be designated and appointed by the President and are expected to meet and “report out” on activities accomplished during “off” month meetings.

11. Amendments

11.1.

Proposed amendments to the CoPAC By-laws shall be presented in writing for first reading at a regularly scheduled meeting of the membership, and for a second reading at a subsequent regularly scheduled meeting of the membership.

11.2.

After the first reading of a proposed amendment, the Executive Committee or By-laws Committee shall meet and review the proposed revision. At a subsequent regularly scheduled meeting of the membership, immediately prior to the second reading and vote on the proposed amendment, the Executive Committee or By-laws Committee shall provide an analysis and recommendation on the proposed change.

11.3.

After the second reading of a proposed amendment a vote of the eligible membership shall be conducted. The CoPAC By-laws shall be amended by the affirmative vote of 2/3 of the eligible voting members present.

11.4.

Proposed amendments to the CoPAC By-laws may be submitted in writing, at any regularly scheduled meeting of the general membership during a given calendar year. The CoPAC By-laws can be amended only one (1) time during a given calendar year.

11.5.

Amendment (s) passed by a 2/3 vote will become effective immediately.

12. Approved Amendments and Revisions

Revised March 07, 2006

12.1 Charter Members of CoPAC

Normal Park Neighborhood Association
East Side Neighborhood Association
Historic South Side Neighborhood Association

12.2 Amendment as passed on May 27, 2008:

As CoPAC excludes from membership, "Ad hoc groups, single-issue groups, individuals, political groups, fraternities, sororities and elected electoral constituencies" (CoPAC By-Laws, Sec 3.5),

a) No CoPAC member or representative of the aforementioned groups shall engage in formal and/or organized activities that demonstrate or advertise or campaign or solicit at a CoPAC event without a majority approval of CoPAC members at a regularly scheduled CoPAC meeting with a quorum present within the previous six months.

b) no member of CoPAC shall put forward an official or positional statement on behalf of CoPAC without a majority approval of CoPAC members at a regularly scheduled CoPAC meeting with a quorum present within the previous six months.

For the purpose of clarity, the wording of this amendment shall differentiate a regularly scheduled CoPAC meeting where positional stances of CoPAC are officially discussed, from a CoPAC event that performs a service to the community.

APPENDIX II CoPAC Membership Association July 2008

Full Members and Representatives:

College Heights Neighborhood Association: Allen Morgan
Downtown Association of Ypsilanti: Christine Kitora
Depot Town Association: Sandee French
East Side Neighborhood Association: Rod Johnson
Gateway Community Council: Esther Williams
Heritage Park Neighborhood Association: Juanita House
Historic South Side Neighborhood Association: Steve Pierce
Midtown Neighborhood Association: Harvey Krage
Miles Area Neighborhood Association: Sarahanne Wright
Normal Park Neighborhood Association: Joe Schultz
Prospect Gardens Neighborhood Association: Megan Turf
Prospect Park Neighborhood Association: Margaret Ann Kildau
Riverside Neighborhood Association: Linda French
Stadium Meadows Condominium Association: Bonnie Wessler
Woods Road Neighborhood Association: Beth Talbot
Worden Gardens Neighborhood Association: Janice Thompson

Affiliate Members and Representatives:

EMU: Greg Peoples
Friends of Ypsilanti Police: Robert Miller
Ypsilanti Chamber of Commerce: Diane Keller
Ypsilanti Housing Commission: Walter Norris
Ypsilanti Police Department (Ex Officio): Matt Harshberger