

BY-LAWS (2010 revision)

Preamble

Mid-American Regional Crime Analysis Network (MARCAN) hereby organizes to create a new sense of cooperation, communication and unified standards for improved education, training and awareness within the crime analysis field.

Article I: Name

Article II: Purpose, Vision, and Function

Article III: Affiliations

Article IV: Executive Board

Article V: Advisory Board

Article VI: Membership

Article VII: Election of Officers

Article VIII: Meetings

Article IX: Committees

Article X: Provisions of Governance

Article XI: Amendment of By-laws

ARTICLE I: Name

The name of the association is the Mid-American Regional Crime Analysis Network, hereinafter referred to as MARCAN or the Association.

ARTICLE II: Purpose, Vision, and Functions

Section 1: Purpose

1. Provide a forum for the exchange of information and ideas in support of the development and advancement of the crime analysis profession, locally and regionally.
2. Promote the professionalization and recognition of the field of crime analysis as an effective law enforcement tool.
3. Support and enhance the professional development of the members of the Association.
4. Provide training to enhance the skills/knowledge/development of the members of the Association.

BY-LAWS (2010 revision)

Section 2: Vision

The future success of MARCAN is contingent on a shared vision in which all interested parties believe and invest.

The vision of MARCAN includes several long-term goals:

1. The advancement of a regional intelligence exchange system;
2. The acquisition and use of progressive training technology;
3. The advancement of policing techniques;
4. To provide quality profession training courses; and
5. The professionalization of MARCAN's organizational structure.

Section 3: Functions

The functions of MARCAN are:

- A. 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;
- B. To provide a leadership role in the training community for administrative, operational, strategic and intelligence analysis;
- C. Support high standards for professionalism, education and achievement within fields of crime and intelligence analysis;
- D. To actively support critical and progressive research and writing on crime analysis topics;
- E. To promote the integration of data systems across jurisdictions;
- F. To enjoin as many cities and community agencies to our collaborative process;
- G. To support community-oriented problem-solving initiatives employing models such as SARA;
- I. To advocate crime analysis as a professional field;

BY-LAWS (2010 revision)

J. To foster multi-agency collaboration; and

K. To utilize print, radio and television mediums to advance the image of the crime analysis field and to disseminate information as needed.

ARTICLE III: Affiliations of MARCAN

1. With the majority approval of its membership, MARCAN may be empowered to establish affiliations with other organizations espousing compatible goals and doctrines
2. No member shall use the name of the Association in written or verbal correspondence that would imply that the person is speaking on behalf of or being endorsed by the Association without the approval of the Executive Board
3. MARCAN shall not align itself or publicly support any one political party or its candidates to achieve its goals

ARTICLE IV: Executive Board of MARCAN

Section 1: The Executive Board

The Executive Board shall be composed of a President, a Vice President of Administration, a Vice President of Membership, a Secretary, a Treasurer and a Training Coordinator, as elected under Article VI.

Section 2: The President

The President shall be the chief executive officer of MARCAN. The President shall preside at meetings of the Association and of the Executive Board. The President 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 MARCAN. The President 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 in the event that the President is unable to perform. The Vice President of Administration shall preside at meetings of MARCAN in the absence of the President and will perform all other duties assigned to this position by the President. The Vice President of Administration will conduct elections, unless position is up for re-election.

Section 4: The Vice President of Membership

BY-LAWS (2010 revision)

The Vice President of Membership shall hold the primary responsibility for recruitment and maintenance of the membership of MARCAN. The Vice President of Membership shall chair the Membership Committee, if formed, and perform all other duties assigned to this position by the President. The Vice President of Membership will conduct elections in place of the Vice President of Administration if needed.

Section 5: The Secretary

The Secretary shall be responsible for all correspondence of MARCAN and the transcription and distribution of the minutes of all meetings of MARCAN and the Executive Board.

Section 6: The Treasurer

The Treasurer shall receive and process membership dues and distribute the Annual Financial Report no later than January 31 of each year. The Treasurer will present a monthly financial report at each monthly meeting. The Treasurer will chair the Financial Committee, if formed, and be responsible for the distribution of funds as approved by the executive board or the general membership.

Any distribution of funds requires consent of at least two board members.

Section 7: The Office of Training Coordinator

The Training Coordinator is responsible for all training, in-house or outside the organization, on subjects relating to crime and/or intelligence analysis.

Section 8: 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, any and all fees for MARCAN 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 MARCAN related tasks.

Section 9: 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 10: Officer Resigning During Term

BY-LAWS (2010 revision)

In the event that an officer resigns during the term of office, the President shall appoint a full member in good standing to the replacement position. This appointment shall be to the approval of the Executive Board. The newly appointed officer shall perform the duties expected of the office until the next election.

ARTICLE V: Advisory Board of MARCAN

Section 1: The Webmaster

The Webmaster is responsible for updating and editing all information to the MARCAN website. This position will be an advisory position, but not a board voting position. This position would receive the same benefits as Board Members.

Section 2: The Office of Past President

The Past President will be held by any or all of the previous individuals who have held the Office of President. This position will be in an advisory position, but not a Board voting position. The immediate past President position would receive the same benefits as Board Members.

ARTICLE VI: Membership

Section 1: Non-Discrimination

MARCAN does not discriminate on the basis of race, color, national origin, sex, ethnicity, religion, sexual orientation, age and non-disqualifying mental or physical disabilities or veterans' status.

Section 2: Membership Types

1. Full Membership is given to professionals (sworn, non-sworn or civilians) of any law enforcement, criminal justice entity or a member of an organization having a direct working relationship with law enforcement (if sponsored by a member of that law enforcement agency's command staff). 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. Based on MARCAN's financial status, the payment of yearly IACA dues for those MARCAN members holding full membership status shall be included with the yearly MARCAN membership. MARCAN members do have the option to 'opt' out of the IACA Membership.

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.

BY-LAWS (2010 revision)

MARCAN is provided the latitude to extend Corporate Sponsor status to any business or organization that is supportive of the goals and doctrines of MARCAN. Sponsorship shall be conferred by majority vote of the Executive Board, based upon recommendation by the Membership Committee.

3. Associate Membership is available to individuals associated with criminal justice, criminology, police science or related programs at colleges or universities; or other professionals and/or persons who deal with or are involved with the law enforcement community. An Associate Member must be sponsored by a full member of MARCAN. Such members will not have voting authority or be eligible to hold elected office. Associates will be required to pay full membership dues to include membership to IACA.

4. Volunteer Membership is available to volunteers of law enforcement and must be sponsored by a full member of MARCAN. Such members will not have voting authority, be eligible to hold elected office, or have to pay membership dues.

Section 3: Status of Membership

Membership in the MARCAN 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 MARCAN. Membership is retained by the individual, not the agency.

To be considered a member in good standing of MARCAN, 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 three (3) months after their renewal date.

All membership eligibility shall be determined on a preliminary basis by the Vice President of Membership, subsequent to affirmation by action of the Membership Committee. Each full member shall have one (1) vote and he/she can place that vote via electronic voting (through an official email address) or through a hard copy of the vote if they are present at the meeting.

Section 4: Privileges of Membership

All Full Members of MARCAN in good standing shall hold a right to cast ballots in the election of officers of MARCAN, to hold office in the organization and to sit on any committee of MARCAN.

All Associate and Sponsor/Corporate members of MARCAN in good standing hold the right of access to all general meetings of organization, publications produced by MARCAN and to information maintained by the organization which is in the public domain (pending payment of necessary dues).

BY-LAWS (2010 revision)

Section 5: Application for Memberhsip

Application for membership in MARCAN can be made by submitting the application paperwork to the office of the Vice President of Membership along with all applicable dues and fees (See Attachment #A). Upon receipt of the documents and fees, the Vice President of Membership will review the application and, if finding the applicant in compliance with the germane regulations and by-laws of MARCAN, he/she will approve the membership. The membership list will be updated and the dues will be forwarded to the Treasurer.

Section 6: Dues and Fees

The Executive Board of MARCAN shall hold the responsibility of mandating the dues and fees schedules for membership and sponsorships. These schedules will be set by the Executive Board and shall be approved by a simple majority of the voting membership of the Executive Board. It will be the responsibility of the Treasurer to distribute billings to members annually. Membership year will be January first (1st) to December thirty-first (31st).

The costs of membership will be as follows:

1. Full Membership: All membership fees will be determined by the executive committee and posted on the MARCAN website.
2. Sponsor/Corporate Membership: to be determined. Corporate members may offer an equivalent value in goods or services in lieu of their membership fees.
3. Associate Membership: Associate members will pay the same fees as full members.
4. Volunteers (Of Police Agencies): No membership fees.

Section 7: Suspension/Expulsion

Suspension or Expulsion will be a result of non-payment of dues, following the expiration of the three (3) - month grace period.

ARTICLE VII: Election of Officers

Section 1: Qualifications

Any person who has been a Full Member in good standing for at least one (1) year prior to nomination shall be eligible to hold office.

BY-LAWS (2010 revision)

Section 2: Term Limitations

Term limits shall be staggered as follows:

1. All Executive Board Members will be elected for a two-year term. The Executive Board of MARCAN shall be elected by the regular membership and shall serve for the term of two (2) years or until a successor is duly qualified, elected and installed.
2. No member shall hold more than one office at a time and no member shall be eligible to serve more than two (2) consecutive terms in the same office
3. The President shall, with the advice and consent of the Executive Board, appoint an interim officer in the event that a vacancy occurs prior to the election meeting. Any member who has served more than half a term is considered to have served a full term in that office

Section 3: Electoral Process

Notification of election results will be at the January meeting, with new electees taking office effective the first of February. Election results will be made from a tally of a ballot from all eligible members.

1. Elections for the offices of Vice President of Administration, Secretary and Training Coordinator shall take place in even-numbered years: elections for the offices of President, Vice President of Membership and Treasurer shall take place on odd-numbered years
2. At least sixty (60) days prior to each election meeting, all eligible members shall be notified of the upcoming vacancies and given an opportunity to submit nominations for candidacy
3. At least thirty (30) days prior to the opening of an election meeting, election ballots shall be disseminated to all eligible members
4. Voting for officers shall be by ballot distributed to all eligible members to be collected and tallied on or before the first regular meeting of the new calendar year
5. Those eligible candidates who receive vote pluralities are deemed elected. In the event of a tie, a new vote for the office in question shall be taken within ten (10) days
6. Officers shall take their respective offices starting with the first day of February following their election.

Section 4: Nominating Process

Nominations are open and can be made by any Full Member.

ARTICLE VIII: MARCAN Meetings

Section 1: Meetings

BY-LAWS (2010 revision)

There shall be a general meeting of the membership of MARCAN held monthly. The Executive Board will decide the dates, times and location of this meeting. The Executive Board will have the right to alter dates of meetings or cancel meetings for specific reasons.

Section 2: Executive Board Meetings

The President of MARCAN may call a meeting of the Executive Board at any time. There will be at the least one Executive Board meeting scheduled to coincide with the annual meeting of the general membership. 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.

ARTICLE IX: Committees

Section 1: Committee Membership

Appointed members of all committees must be members in good standing of MARCAN. 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 MARCAN. 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 MARCAN. The committee will be chaired by the 2nd Vice President (Membership) and shall consist of two other appointed members.

Section 4: Training Committee

BY-LAWS (2010 revision)

The Training Committee may exist to establish a training agenda, based upon needs and requests of the membership. This committee will be chaired by the Training Coordinator and shall consist of up to five 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 a 2/3 vote of the Executive Board, or by a majority vote of the membership.

ARTICLE X: Provisions of Governance

The rules and provisions of these by-laws, and any applicable and approved committee regulations will govern MARCAN. 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 MARCAN.

ARTICLE XI: 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 MARCAN.

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 a favorable response from 2/3 of the vote's case from the voting membership. Each amendment will stand for approval as a single measure. This approval will occur by official ballot. An official ballot will consist of one electronic vote via official email address per voting member.

M.A.R.C.A.N.

Mid-America Regional Crime Analysis Network

M.A.R.C.A.N.

Mid-America Regional Crime Analysis Network

www.marcn.org

Membership Application

This form must be submitted for new memberships and renewals!

NAME: _____ AGENCY: _____

JOB TITLE: _____ E-MAIL: _____

SUPERVISOR: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE: (_____) _____ - _____ FAX: (_____) _____ - _____

DISCLOSURE OF MEMBER'S INFORMATION:

The information I have provided on this form can be distributed to other MARCAN members. *(Circle One: Yes/No)*

The information I have provided on this form can be displayed on the MARCAN website. *(Circle One: Yes/No)*

Signature: _____

LAW ENFORCEMENT ONLY INFORMATION: As a condition of membership to MARCAN, I agree that any Law Enforcement Sensitive information that I am exposed to, regardless of format or medium, shall be disclosed by me only as necessary to members of other law enforcement agencies. *I have read the MARCAN bylaws (on website) and agree to abide by them.*

Signature: _____

REQUIRED SUPPORTING DOCUMENTATION AND DUES

- Copy of employee photo ID *(required)*
- Letter from law enforcement agency verifying employment *(NEW members only)*
- Membership fees in the form of a check payable to MARCAN:
 - New membership - \$35 **OR**
 - Membership renewal - \$30 **OR**
 - Please send me an invoice. *(Registration will not be complete until invoice is paid.)*
- Forward my registration information to I.A.C.A. (International Association of Crime Analysts) for membership (optional - no additional cost) - You are responsible for activating and maintaining your IACA membership at www.iaca.net.

Please mail this application, supporting documentation, and membership dues to:

MARCAN
ATTN: Kyle J. Stoker
10000 EAST 59th ST
RAYTOWN, MO 64133

Attachment (A)