

**BYLAWS  
OF THE ROSEVILLE PUBLIC SAFETY FOUNDATION  
OF ROSEVILLE, CA**

**ARTICLE I  
NAME, OFFICES AND FISCAL YEAR**

Section 1. **Name.** Roseville Public Safety Foundation (RPSF).

Section 2. **Corporation is Non-Profit.** This Corporation has been formed pursuant to the California Nonprofit Corporation Law as a public benefit corporation.

Section 3. **Office.** The principal location of the Corporation shall be home address of the current President -- (address omitted for public facing website). The Corporation shall have additional offices (temporary or permanent) as the Board determines or as operations require.

Section 4. **Fiscal Year.** The fiscal year of this Corporation shall begin January 1 and end of December 31.

**ARTICLE II  
PURPOSE AND SERVICE AREA**

Section 1. **Specific Purpose.** The Roseville Public Safety Foundation supports the Roseville Police and Fire Departments in protecting life, property, and the environment by providing essential equipment, training, and public outreach programs to supplement city resources.

Section 2. **Service Area.** Roseville, CA

**ARTICLE III  
BOARD MEMBERS**

Section 1. **Number of Board Members.** The Board will consist of five (5) members.

Section 2. **Quorum.** Three (3) Board members shall constitute a quorum at any Board meeting.

Section 3. **General Powers.** Subject to the limitations of the articles of incorporation, other sections of these bylaws, and the general Nonprofit Corporation Law of California, all corporate powers shall be exercised by or under the authority of, and the business and affairs of the Corporation shall be controlled by the Board members.

Section 4. **Eligibility.** Any person residing, employed on a paid or volunteer basis in our service area and who has demonstrated an interest in the community affairs in our service area is eligible to serve as a Board Member.

**ARTICLE IV  
BOARD MEMBER ROLES AND RESPONSIBILITIES**

**Section 1. Board Members and Duties.** The Board members of RPSF shall be the President, Vice-President, Secretary, Treasurer and Member-at-Large. These officers shall perform the duties prescribed by these Bylaws and by the parliamentary authority adopted by RPSF.

Advisory Board members will consist of the public safety departmental leaders that have been approved by the Board and the Roseville Police and Fire Department Chiefs. Advisory Board Members will participate in a minimum of two (2) Board meetings per year.

Board member duties are as follows:

**President.** The President shall schedule and preside over RPSF Board meetings, set meeting agendas, review and distribute Board-approved meeting minutes, and perform other duties as necessary to provide leadership to the organization.

**Vice-President.** The Vice-President shall act as President if the elected President is temporarily unable to perform his/her duties. In addition, the Vice President shall provide assistance to the President as requested in performing additional RPSF duties, as necessary.

**Secretary.** The Secretary shall take minutes during each RPSF general membership meeting and submit them to the President and Board members for approval. The Secretary shall distribute approved minutes to the membership prior to the next general membership meeting. The Secretary shall also be charged with keeping and maintaining the permanent records of RPSF official activities.

**Treasurer.** The Treasurer shall pay RPSF bills and make reimbursements approved by the Board, provide monthly financial updates, file any tax or information returns required by federal or California state laws or regulations, and make regular financial reports to the Board.

**Section 2. Nomination Procedure, Time of Elections.** At least thirty (30) days prior to the date of any election of Board Members, the President shall direct the Board to select qualified candidates for any open Board positions. Members of the Board shall be elected at the quarterly meeting held in January.

**Section 3. Ballot Election, Term of Office.** Board members shall be elected to serve for two (2) years or until their successors are elected, and their term of office shall begin at the close of the meeting at which they are elected. Board members may serve more than one consecutive term.

**Section 4. Removal from Office.** If any officer sustains a condition that makes it impractical to serve as an officer and/or member of the Board, the Board shall declare the office vacant and appoint a replacement. At the next RPSF meeting, the Board shall vote to confirm the replacement or elect another member to serve the remainder of the term of office.

## **ARTICLE V MEETINGS**

Section 1. **Regular Meetings.** Four (4) regular meetings of the RPSF membership shall be held each year. Meeting dates shall be scheduled in the first month of every quarter. In the event it is not possible to hold a meeting in the first month of the quarter, the Board will schedule a meeting at the earliest possible date in the second month of a quarter. At the discretion of the President, other Board meetings may be scheduled as needed.

Section 2. **Email Voting.** If deemed necessary by the President, Board voting will take place using email.

## **ARTICLE IX PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern RPSF in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order that RPSF may adopt.

## **ARTICLE X AMENDMENT OF BYLAWS**

These Bylaws may be amended at any regular RPSF meeting by a majority (3/5) vote, provided that the amendment has been submitted to the Board Members in writing at least fourteen (14) days before a vote is taken.

Adopted: April 4, 2019