

**BYLAWS**  
**OF**  
**SOUTH CAROLINA SHERIFFS' ASSOCIATION**

ARTICLE I

Name and Purposes

Section 1:     Name: The name of this corporation shall be the South Carolina Sheriffs' Association, Inc.

Section 2:     Principal Office: The principal office of the corporation shall be at 112 Westpark Boulevard, Columbia, South Carolina, or at such other location as the Board of Directors may determine.

Section 3:     Purposes: The purpose and objectives of this organization shall be to provide relevant training to ensure South Carolina's Sheriffs maintain the highest levels of education, professionalism, and integrity; to bring about greater interest in the public at large to understand the role and concerns of law enforcement and society; to create better public relations between law enforcement personnel and the public; to conduct educational forums, panels, workshops, and other similar programs for the benefit and welfare of the public at large; to maintain a high level of ethical conduct on the part of all Sheriffs; to provide a forum of constant exchange of knowledge and experience among all of the Sheriffs of the State of South Carolina; and to do all things necessary or incidental to the foregoing.

Section 4:     No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to, its members, directors, officers, or other private persons, except that the

corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payment and distribution in furtherance of the above-described purposes.

No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any of the above provisions, the corporation shall not carry on any other activities not permitted to be carried on by a corporation exempt from federal income tax under Section 501(c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue law).

## ARTICLE II

### Membership

Section 1:      Regular Membership: Regular membership in the organization shall consist of the active Sheriffs who hold office in the State of South Carolina.

Section 2:      Privileges of Regular Membership: Each regular member shall be entitled to one (1) vote on matters voted upon at any regular meeting of the membership and any other specially called meeting, and to such rights as may be provided from time to time by resolution of the Board of Directors.

Section 3:      Retired and Associate Membership: On the expiration of their term as Sheriff, Active Members shall become Retired Members if they have been in office, and served

as Sheriff for ten or more years. Widows of deceased Active or Retired Members shall become Associate Members and shall pay no dues or registration fees at Association meetings.

Section 4:     Privileges of Retired and Associate Members: Retired and Associate Members shall be entitled to attend the Association's Annual Meeting and any special events to which they have been invited. Retired and Associate Members shall not be entitled to vote or to hold office in the Association.

Section 5:     Honorary Memberships: A reputable business organization and/or individual may be invited to have an honorary membership upon approval by the Board of Directors. The terms, privileges, and dues for honorary membership shall be established by the Board of Directors, as it may from time to time determine.

Section 6:     Corporate Partnerships: A reputable business organization may be invited to be a Corporate Partner upon approval by the Executive Director. The terms, privileges, and dues for Corporate Partnerships shall be established by the Executive Director with the approval of the Board of Directors, as it may from time to time determine.

Section 7:     Dues: Annual dues shall be as established by the Board of Directors. Dues must be paid prior to the Annual Meeting.

Section 8:     Suspension or Expulsion of Membership: Any membership may be suspended or terminated for cause. Sufficient cause for such suspension or termination of membership shall be a violation of any lawful rule or practice duly adopted by the association or any other conduct detrimental to the interests of the association. Suspension or expulsion of

membership requires a majority vote of the Board Members present at a called Board of Directors meeting provided that a statement of the charges shall have been sent by certified or registered mail at the last recorded address of the member at least twenty (20) days before final action is taken thereon. This statement shall be accompanied by a notice of the time and place of the meeting of the Board of Directors at which the charges shall be considered and the member shall have the opportunity to appear in person to present any defense to such charges before action is taken thereon.

If the Board of Directors votes to proceed with suspension or termination of a Sheriff's membership in the association, the matter must be presented to the full membership. Final determination to suspend or terminate membership shall be by two thirds vote of the Sheriffs present at a called Business meeting provided that a statement of the charges shall have been sent by certified or registered mail at the last recorded address of the member at least twenty (20) days before final action is taken thereon. This statement shall be accompanied by a notice of the time and place of the meeting of the Board of Directors at which the charges shall be considered and the member shall have the opportunity to appear in person to present any defense to such charges before action is taken thereon.

Upon suspension or termination of membership, said Sheriff shall be prohibited from attending any Association event, to include training events, and shall lose all membership privileges as described in Article II, Section 2 of these bylaws.

Unless otherwise noted in the original motion to suspend, the Board of Directors may lift the suspension of a member with a simple majority vote upon satisfaction of the original cause for suspension. If the Board of Directors votes to proceed with lifting a member's suspension, the

matter must be presented to the full membership. Final determination to remove the suspended membership shall be by two thirds vote of the Sheriffs present at a called Business meeting.

Section 8:      Meetings: Meetings of the regular membership shall be held at least four (4) times during the calendar year, at such times as established by the Board of Directors. Meetings of the regular membership shall be held at the offices of the South Carolina Sheriffs' Association in Columbia, South Carolina, unless otherwise noted by the Board of Directors.

Section 9:      Annual Meeting: In addition to the regular meetings of the membership, an annual Training and Educational Workshop Conference shall be held within the State of South Carolina, at a time and place established by the Board of Directors. The purpose of the annual meeting shall be for the transaction of business, educational programs, and workshops involving both law enforcement and non-law enforcement entities.

### ARTICLE III

#### Board of Directors

Section 1:      Board of Directors: The Board of Directors shall be the governing body of the organization and shall be vested with the duty and power of directing the activities and the operations of the organization and conducting, generally, the affairs of the South Carolina Sheriffs' Association, subject to the will of the membership and according to the Bylaws and policy of the South Carolina Sheriffs' Association. The President, First Vice President, Second Vice President, Sergeant-at-Arms, Secretary-Treasurer, and Chaplain shall be elected annually for a term of one (1) year. District Representatives shall be elected biennially for a term of two (2) years according to Article VI of the Bylaws. All officers, as defined in Article IV, Section 1 of

these Bylaws, and the immediate past President of the South Carolina Sheriffs' Association shall serve on the Board of Directors. The current President shall be the Chairman of the Board of Directors.

The Board of Directors shall, in an emergency, act upon the business of the Association. Such action shall be binding of the Association. The regular membership of the Association shall be notified of emergency actions taken by the Board of Directors as soon as is practical and by the most expedient method. Special meetings of the regular membership may be called and held to address emergency matters whenever the same may be deemed necessary by the Chairman of the Board of Directors or any two members of the Board of Directors, provided that notice is given to each member of the regular membership. Notice may be provided by phone, letter, electronic mail, or any other legitimate means of communication.

Section 2: Voting: Each member of the Board of Directors shall have one (1) vote. The act of a majority of the members of the Board of Directors present at any meeting at which there is a quorum shall be the act of the Board of Directors. Six members shall constitute a quorum for the transaction of business.

Section 3: Meetings: The Board of Directors shall hold four (4) meetings on a quarterly basis, prior to each quarterly business meeting of the South Carolina Sheriffs' Association, or at such other times as may be authorized by the Board of Directors. Special meetings of the Board of Directors may be called and held whenever the same may be deemed necessary by the Chairman of the Board of Directors or any two members of the Board of

Directors, provided that notice is given to each member of the Board of Directors. Notice may be provided by phone, letter, electronic mail, or any other legitimate means of communication.

ARTICLE IV

Officers

Section 1:     Name: The officers of the organization shall be a President, a First Vice President, a Second Vice President, Sergeant-at-Arms, a Secretary-Treasurer, a Chaplain, and four District Representatives--one from each of the four districts of the Association.

Section 2:     Term of Office: The President, First Vice President, Second Vice President, Sergeant-at-Arms, Secretary-Treasurer, and Chaplain shall be elected to their respective offices for a term of one (1) year July to July.

District Representatives shall be elected biennially for a term of two (2) years. District Representatives elected in even numbered districts shall serve a two-year term of office with the first year of service beginning in an even numbered year. District Representatives elected in odd numbered districts shall serve a two-year term of office with the first year of service beginning in an odd numbered year. Each District Representative's term shall begin in July of the respective year of election at the Annual Meeting.

No officer shall serve more than two (2) consecutive terms in the same office, except for the Secretary-Treasurer, who may serve for as many terms as he is elected by the membership.

Section 3:     President: The President shall be the chief officer and shall direct the business of the organization and shall preside at all meetings of the Board of Directors and of the membership. The President shall have such other powers and perform such other duties as

usually pertain to this office, including, but not limited to, the authority to appoint any committees, except as otherwise provided by these Bylaws.

Section 4:     First Vice President: The First Vice President shall, in the absence or disability of the President, perform the duties and exercise the powers of the President. His duties shall also include assisting the President in coordinating the activities of the standing and special committees of the organization, and such additional duties as may from time to time be imposed upon him by the Board of Directors or membership.

Section 5:     Second Vice President: The Second Vice President shall, in the absence or disability of the First Vice President, perform the duties and exercise the powers of the First Vice President. In the absence or disability of both the First Vice President and the President, the Second Vice President shall perform the duties and exercise the powers of the President. His duties shall also include assisting the President and First Vice President in coordinating the activities of the standing and special committees of the organization, and such additional duties as may from time to time be imposed upon him by the Board of Directors or membership.

Section 6:     Secretary-Treasurer: The Secretary-Treasurer shall keep and preserve all records of the organization; keep minutes of all meetings of the Board of Directors and of the membership; see that all notices are duly given in accordance with the provisions of these Bylaws; have oversight of all funds of the organization; keep an accurate record of all monies received or expended through the regular channels of the organization; and shall at any time subject the books of the organization to be examined by any individual regular member of the



organization. The Secretary-Treasurer shall also have the authority to sign all checks written on behalf of the organization and insure the payment of all bills authorized by the Board of Directors. The Secretary-Treasurer shall further provide financial updates to the Board of Directors and the officers. The Secretary-Treasurer shall also perform additional duties as may from time to time be imposed upon him by the Board of Directors or the membership.

Section 7:      Sergeant-at-Arms: The Sergeant-at-Arms shall perform those duties pertaining to the order of the Association, as shall be directed by the President or presiding Vice President.

Section 8:      Chaplain: The Chaplain shall lead the invocation at all meetings of the Board of Directors and the membership and shall perform such other duties as may from time to time be imposed upon him by the President, the Board of Directors or the membership.

Section 9:      District Representatives: Each District Representative is expected to be available to any member sheriff in his district on any matter regarding the association. Additionally, the District Representative is to represent the interests of the Sheriffs in his District during meetings of the Board of Directors.

District One (1) shall be comprised of the following counties: Abbeville, Anderson, Cherokee, Greenville, Greenwood, Laurens, McCormick, Oconee, Pickens, Spartanburg, Union, and York.

District Two (2) shall be comprised of the following counties: Aiken, Calhoun, Chester, Edgefield, Fairfield, Lancaster, Lexington, Newberry, Richland, Saluda, and Sumter.

District Three (3) shall be comprised of the following counties: Chesterfield, Clarendon, Darlington, Dillon, Florence, Georgetown, Horry, Kershaw, Lee, Marion, Lee, Marlboro, and Williamsburg.

District Four (4) shall be comprised of the following counties: Allendale, Bamberg, Barnwell, Beaufort, Berkeley, Charleston, Colleton, Dorchester, Hampton, Jasper, and Orangeburg.

#### ARTICLE V

##### Election of Officers; Voting; Impeachment of Officers and Vacancies

Section 1: Nominating Process: Prior to the spring quarterly meeting of the regular membership, the Nominating Committee will compile a list of qualified regular members who are willing to be placed on the ballot to be elected to serve on the Board of Directors. Nominations will be for the offices of President, First Vice President, Second Vice President, Sergeant-at-Arms, Secretary-Treasurer, Chaplain, and two District Representatives based upon the year and the district number.

The Nominating Committee will automatically nominate the individuals currently holding the offices of First Vice President, Second Vice President, and Sergeant-at-Arms to hold the next highest office (First Vice President to President, Second Vice President to First Vice President,

and Sergeant-at-Arms to Second Vice President). Additionally, any regular member in good standing may be also nominated for any elected office on the Board of Directors.

Upon receipt of the nominations, the Nominating Committee shall determine if those nominated qualify for the office to which they were nominated. For the purposes of this Section, a candidate is considered to be qualified to run for office by being current on Association dues and by attending at least half of the quarterly meetings in the year leading up to the spring quarterly meeting where nominations are officially filed. Upon such determination, the Nominating Committee shall have placed on a ballot, all names of those regular members nominated for a particular office.

Section 2:     Voting: Each regular member shall receive a ballot and shall be entitled to one (1) vote for each of the following positions on the Board of Directors: President, First Vice President, Second Vice President, Sergeant-at-Arms, Secretary-Treasurer, and Chaplain. When selecting District Representatives, regular members are only entitled to cast one (1) vote for a candidate representing the District in which they are located.

Upon tabulation of the ballots, the candidate receiving at least 51% majority of the vote will be declared the winner of the election. In the event a candidate fails to receive at least 51% majority of the vote, a run-off shall be held between the two candidates receiving the highest number of votes. The candidate receiving the largest number of votes shall be declared the winner.

Section 3:      Installation of Officers: All newly elected officers will be installed at the annual banquet at the summer conference in July.

Section 4:      Impeachment of Officers: Any officer of the organization may be impeached in the following manner:

(a) The question of impeachment of any officer may be brought before the membership by five (5) members directing a written request to the Board of Directors, or upon a vote of a majority of the Board of Directors;

(b) Upon receipt of a written request calling for the impeachment of any officer or upon a vote by a majority of the Board of Directors, the Board of Directors shall give written notice to the officer concerned and to each regular member of the organization, mailed to his last known address not less than thirty (30) days prior to the special meeting called for the question of impeachment;

(c) Such officer being impeached shall be removed by two thirds (2/3rds) vote of the members of the organization present at the special meeting at which there is a quorum.

Section 5:      Vacancies. As provided in Article IV, Section 3 of the Bylaws, the First Vice President shall assume the duties and exercise the powers of the President if a vacancy shall occur in the office of President at any time during the year. Similarly, if a vacancy shall occur in a Vice President's position at any time during the year, all remaining Vice Presidents and the Sergeant-at-Arms shall assume the duties and exercise the powers of the next highest office until all Vice Presidents' positions are filled.

The Board of Directors may nominate a qualified regular member to fill any office left vacant as a result of a vacancy. Such nomination is subject to the approval of the regular membership. Any officer fulfilling an unexpired term shall serve in the vacated role for the remainder of the unexpired term. Nothing shall prohibit a regular member who is fulfilling an unexpired term from running for office on the Board of Directors.

## ARTICLE VI

### Executive Director

Section 1: Executive Director: The Board of Directors shall have the authority to employ an Executive Director who shall serve as the chief executive officer of the organization. The Board of Directors shall determine the annual compensation of the Executive Director and shall, if the Board of Directors deems it advisable, sign any necessary contract of employment with the Executive Director. The Executive Director shall be responsible directly to the Board of Directors.

Section 2: Duties: The Executive Director shall have the authority to and shall perform the following duties:

- (a) Administer the affairs of the organization.
- (b) Be solely responsible for employment and discharge of all other employees of the organization.

- (c) Contract on behalf of the organization, with the consent of the Board of Directors, for such office supplies, furniture, office space, and such other services or materials that the organization may require.
- (d) Maintain the records and files of the organization and handle its general correspondence.
- (e) Cause an annual budget to be prepared and supervise the keeping of the financial records of the organization.
- (f) Give general supervision to the preparation, editing and distribution of the official publication of the organization, namely "The South Carolina Sheriff".
- (g) Supervise the performance of the duties of all organization employees and ensure the satisfactory performance of all duties assigned to them.
- (h) Respond for the organization to the request for information and advice from individuals and organizations, both private and governmental.
- (i) Obtain such surety bonds for employees of the organization as the Board of Directors may from time to time require.
- (j) Submit all books and records to a certified public accountant selected by the Board of Directors for annual audit or at such time when ordered by the President of the organization.
- (k) Keep and disburse the funds of the organization and render an account of his doings at each annual meeting of the membership.
- (l) Collect any and all dues and receive all monies belonging to the organization.

- (m) Sign all checks written on behalf of the organization.
- (n) Open or close financial accounts on behalf of the organization and shall report the same to the Board of Directors upon taking action.
- (o) Perform such other duties as may from time to time be imposed upon him by the Board of Directors or the membership.

## ARTICLE VII

### Committees

Section 1:     Nominating Committee: The Nominating Committee shall be a standing committee of the organization. Members of the Nominating Committee shall be appointed by the Immediate Past President and shall consist of at least five (5) members. The Immediate Past President shall serve as the Chairman of the Nominating Committee. It shall be the function of the Nominating Committee to initiate and oversee the process of nominating and electing officers to the Board of Directors.

Section 2:     Legislative Committee: The Legislative Committee shall be a standing committee of the organization. Members of the Legislative Committee shall be appointed by the President and shall consist of at least five (5) members. It shall be the function of the Legislative Committee to review all legislation affecting law enforcement in the state of South Carolina and to present their reports to the membership at each regular or special meeting of the organization.

Section 3:     Jail Committee: The Jail Committee shall be a standing committee of the organization. Members of the Jail Committee shall be appointed by the President and shall

consist of at least five (5) members. It shall be the function of the Jail Committee to assist Sheriffs who control the jail in their counties in maintaining minimum standards for local detention facilities; to advise Sheriffs of the latest trends in jail management, inmate healthcare requirements, and any other matter relevant to the successful management of jails; and to regularly present reports to the membership of the organization.

Section 4: Medal of Valor Committee: The Medal of Valor Committee shall be a standing committee of the organization. Members of the Medal of Valor Committee shall be appointed by the President and shall consist of at least five (5) members. It shall be the function of the Medal of Valor Committee to coordinate and oversee the nomination and award of the organization's Medal of Valor. The organization's Medal of Valor is to be presented each year to law enforcement officers whose actions were seen as going above and beyond what is normally expected.

Section 5: Training Committee: The Training Committee shall be a standing committee of the organization. Members of the Training Committee shall be appointed by the President and shall consist of at least five (5) members. It shall be the function of the Training Committee to provide relevant training to ensure South Carolina's Sheriffs are given the opportunity to maintain the highest levels of education, professionalism, integrity, and ethical conduct.

The Training Committee shall also regularly inspect the training records of each active Sheriff to ensure all Sheriffs are compliant with Section 23-11-110 (D)(1) of the South



Carolina Code of Laws, which states, “After December 31, 1988, no person is eligible to hold the office of sheriff unless he attends a minimum of twenty hours training annually as may be selected by the South Carolina Sheriffs' Association.” The Training Committee shall also coordinate and oversee training for newly-elected Sheriffs.

Upon determining a Sheriff has not received a minimum of twenty (20) hours of continuing educational credits annually, the Training Committee shall report the Sheriff to the organization’s Board of Directors for further review. A waiver of the requirement of minimum annual in-service training may be granted by the Board of Directors, at its discretion, upon the presentation of evidence by a Sheriff that he was unable to complete the training due to emergency or extenuating circumstances considered sufficient by the board. However, a Sheriff who fails to complete the minimum annual in-service training required by law may be suspended from office, without pay, by the Governor for a period of ninety days. The Governor may continue to suspend a Sheriff until he completes the annual minimum in-service training required by law. The Governor shall appoint, at the time of the Sheriff’s suspension from office, a suitable person to perform as acting Sheriff during the period of suspension.

Section 6:      Additional Committees: Other additional committees may be created by the President of the organization, as he deems necessary. Members of any additional committees shall be appointed by the President.

## ARTICLE VIII

### Quorums

Section 1: A quorum of the membership shall be a majority of the regular members present at any regular meeting or special meeting. A quorum for any other committee of the organization shall be a majority of such committee's members present at any meeting of such committee.

## ARTICLE IX

### Amendments or Repeals

Section 1: These Bylaws may be modified, amended or repealed by presentation at a regular meeting of the membership or any special meeting of the membership called for the purpose of making revisions, amendments, or repeals. Such revision, amendments, or repeals presented at such meeting shall be approved by a two-thirds (2/3rds) vote of the members present at voting at the next following meeting of the membership or any subsequent special meeting of the membership called for the purpose of approving such revisions, amendments or repeals.

## ARTICLE X

### Voting by Proxy

Section 1: Any regular member entitled to vote may vote by proxy, provided the member has provided notice to the President. Notice may be provided by phone, letter, electronic mail, or any other legitimate means of communication. The notice must specifically address the

subject of the election or agenda item to be voted upon. The notice requesting the proxy vote must be made available for inspection upon request by another regular member.

ARTICLE XI

Parliamentary Authority

Section 1: The rules contained in Roberts Rules of Order., revised, shall govern proceedings at all meetings.

ARTICLE XII

Seal

Section 1: The corporate seal of the organization shall be a circular seal with the name of the organization around the board and the year of incorporation in the center.

ARTICLE XIII

Fiscal Year

Section 1: The fiscal year of the organization shall be established by the Board of Directors.

ARTICLE XIV

Dissolution

Section 1: Upon the dissolution of the organization, the Board of Directors shall, after paying or making provision for the payment of all liabilities of the organization, dispose of all of the assets of the organization exclusively for the purposes of the organization in such manner,

or to such organization or organizations organized and operated exclusively for charitable, education, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue law), and under Section 12--7-330(3) of the Code of laws of South Carolina, 1976, as amended as the Board of Directors shall determine.

APPROVED:

  
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President of the Board of Directors

Date: July 15, 2015