

**Florida Association of
Plumbing, Gas, and Mechanical
Inspectors Incorporated**

Constitution and Bylaws

PREAMBLE

The name of this association shall be the "FLORIDA ASSOCIATION OF PLUMBING, GAS AND MECHANICAL INSPECTORS, INCORPORATED".

The general objective shall be to promote sanitary measures that are related to Plumbing, Gas, and Mechanical Safety Standards essential to the Health, Safety, and Welfare of the Citizens of this State. To lend every possible aid to the advancement and protection of all plumbing, gas, and mechanical installations throughout this State.

Special areas of interest shall include any and all problems relating to plumbing, gas, and mechanical installations, both public and private, as well as the standardization of inspections, supplies, and materials.

Objectives and interests shall be made possible by means of Chapters, Committees, and reports. Open discussions shall take place within the Chapter, Area, District, and Annual meetings of this Association.

A special goal of this Association will be to emphasize to all Contractors the importance of their profession or trade, to emphasize to the journeymen in this State their responsibilities for proper installations, and to urge manufacturers to appreciate the vital necessity of good quality materials, fixtures, supplies, and appliances. To make the general public more aware of the necessity of good sanitary laws and codes with regard to all inspections. To further urge public support of all legislation concerning these laws and codes, thereby raising the level of Health and Safety throughout this State.

MORE PARTICULARLY, OUR PURPOSES AND INTENTIONS ARE:

1. To strive for better working conditions and closer cooperation between Inspectors and Contractors.
2. To create Educational Training programs for all Inspectors and Contractors.
3. To work toward the adoption and enforcement of State Plumbing, Gas, and Mechanical Codes.
4. To assist any and all State, County, and local Health Departments and Agencies in any manner to promote better sanitary and Safety laws and measures that are recognized as essential to the Health, Safety, and Welfare of all Citizens of this State. To encourage the use of materials and methods for the accomplishment to this end.

5. To hold annual meetings that shall include educational refresher and training courses, business meetings, elections, and the installation of Officers and Directors. These meetings shall be open and available to all members and guests.
6. TRUTH and HONESTY shall be the foundation of all our relations. Loyalty to the Association must be maintained, and we shall always offer assistance to the general public and fellow members. In the performance of our obligations and duties as members, we shall be justly proud of our efforts.

ARTICLE I NAME

The name of the Association shall be "Florida Association of Plumbing, Gas and Mechanical Inspectors, Incorporated".

ARTICLE II MEMBERS

SECTION 1...Inspector membership shall be restricted to Counties, Municipalities, or other political subdivisions that are represented by public officials actively engaged in Plumbing, Gas, and Mechanical Inspections and or Plan Review. Fire Inspectors, Fire Officials, Building Inspectors, Electrical Inspectors, Building Officials, and Private Provider Inspectors qualify as Inspector members without the benefit of holding office. Exceptions may be approved by the Board of Directors.

SECTION 2...Associate membership shall consist of all other individuals interested in the goals and objectives of this Association. This membership does not carry voting privileges.

SECTION 3... Life memberships shall be restricted to the following:

1. Members as defined in Article II Section 1, in a retired status, and must have been a member for five (5) or more years to qualify.

2. Past Presidents who served honorably for a minimum of one year as the State President

SECTION 4...Local Professional Contractor membership shall consist of any contractor or individual involved in the plumbing, gas, or mechanical industry who is interested in the same goals and objectives of this association. This membership does not carry voting privileges.

SECTION 5...Statewide Professional Contractor membership shall consist of any contractor or individual involved in the plumbing, gas, or mechanical industry who is interested in the same goals and objectives of this association. This membership does not carry voting privileges.

SECTION 6...Statewide Professional Company membership shall consist of any firm, corporation, or individual who is involved in the plumbing, gas, or mechanical industry, interested in the same goals and objectives of this association. This membership does not carry voting privileges. Professional member companies include a link on the FAPGMI website and access to the FAPGMI technical committee for product evaluation. Statewide Professional Company members shall be eligible for reduced rates while attending the annual conference, training presentations, and forums.

SECTION 7...All memberships shall be by application and approved by the Board of Directors and or the local Chapter Board of Directors.

SECTION 8...Manufacturer Sponsor shall consist of any firm, corporation, or individual who is a Manufacturer in the plumbing, gas, or mechanical industry interested in the same goals and objectives of this association. This membership does not carry voting privileges.

Manufacturer Sponsors shall include a link to be added on the FAPGMI website, Sponsor's web page, and access to the FAPGMI technical committee for product evaluation. The manufacturer sponsor shall be provided a table at our Annual Continuing Educational Conference to show their products.

ARTICLE III OFFICERS

SECTION 1...Officers and Directors for this Association shall consist of a PRESIDENT, FIRST VICE PRESIDENT, SECOND VICE-PRESIDENT, SECRETARY, TREASURER, and an EXECUTIVE DIRECTOR. All Officers shall meet the criteria as outlined in Article II, Section I, and shall be elected for a period of one year from the date of installation. All Officers shall be elected at the Annual meeting. Exceptions are the Executive Director and Treasurer. No Officer, District Director, Director at Large, Ambassador of Good Will, or Manufacturers Representative shall serve unless their dues are paid.

SECTION 2...PRESIDENT: The president shall be responsible for all records and monies and shall call and sit as chairman of all Board of Directors meetings. The President shall ensure that the Secretary and Treasurer maintain adequate records and that a financial statement is presented to and approved by the Board of Directors as the first order of business at each Directors meeting. The president shall, at the end of his elected term, transfer all records, money, and other items of the association to the incoming President. Should the President resign or become incapacitated, the First Vice-President shall automatically serve the remaining term as acting President. The President shall not succeed himself or herself.

SECTION 3...FIRST VICE-PRESIDENT: The First Vice-President shall assist the President as directed. Should the First Vice-President resign or become incapacitated, the Second Vice-President shall automatically serve the remaining term as acting First Vice-President. The First Vice-President shall not succeed him or herself.

SECTION 4...SECOND VICE-PRESIDENT: The Second Vice-President shall assist the President and First Vice-President as directed by either. Should the Second Vice-President resign or become incapacitated, the Secretary shall automatically serve the remaining term as acting Second Vice President. The Second Vice-President shall not succeed him or herself.

SECTION 5...SECRETARY: The secretary shall be responsible for all minutes and correspondence, and any other duties designated by the President. The Secretary shall prepare and distribute all meeting minutes to the Executive Director within fourteen (14) days of each meeting. The Secretary shall not succeed him or herself.

SECTION 6...TREASURER: The Treasurer shall be appointed by the President and approved by a majority of the Board of Directors. The Treasurer shall be responsible for all monies, financial, and official membership records of this Association. The Executive Director shall co-sign each check written by the Treasurer and certify to the necessity. The President may designate an Officer or Director to co-sign checks in the Executive Director's absence.

SECTION 7...IMMEDIATE PAST PRESIDENT: The Immediate Past President shall assist the President as directed.

SECTION 8...EXECUTIVE DIRECTOR: The Executive Director shall be appointed and approved by a majority of the Board of Directors present at the quarterly, annual, or special meeting. The Executive Director may be removed only by action of the Board of Directors. The Executive Director shall be given broad powers to conduct the Association's day-to-day business. The Executive Director shall maintain all business records of this Association. The Executive Director shall maintain copies of the minutes of all meetings of this Association. Copies of minutes received from the Secretary will be forwarded to Officers and District Directors in a timely fashion. The Executive Director shall carry out all instructions and directives of the Board of Directors. The Executive Director shall sit as advisor to all Board of Directors meetings.

SECTION 9...BOARD OF DIRECTORS: The Board of Directors shall consist of all Association Officers plus one District Director from each of twelve (12) districts.

- A. DISTRICT DIRECTORS: District Directors must be an Inspector or a retired Inspector member only. Each District Director shall reside in or be employed in the district which he or she serves.

Exceptions may be approved by the Board of Directors.

- B. **DIRECTORS AT LARGE:** In addition to the Board of Directors, there shall be Directors at large. These Directors must be Inspector or retired Inspector members only. Directors at large shall be limitless in number as approved by the Board of Directors. The Immediate Past President shall be a Director at large.
- C. **AMBASSADORS OF GOOD WILL:** These Directors are any member chosen by the Board of Directors. Ambassadors of Good Will shall be limitless in number as approved by the Board of Directors.
- D. **MANUFACTURERS REPRESENTATIVES:** These Directors are limitless in number as approved by the Board of Directors.
- E. **COMMITTEES:** Subject to the approval of the Board of Directors, the President shall create committees that will significantly contribute to the advancement of this organization. Every committee shall consist of at least one member of the Board of Directors.

ARTICLE IV VOTING

SECTION 1... All Association members are entitled to make a motion, second a motion, and actively participate in matters under discussion. Only Inspector and retired Inspector members in good standing shall have the right to vote in any matter or subject requiring a membership vote. All Chapter Members have the right to vote on the time, location, and program materials for Chapter meetings.

SECTION 2...In the election of Officers and Directors, each Inspector member or retired Inspector member shall be allowed to cast one vote. All votes shall be counted at the annual meeting.

ARTICLE V MEETINGS

SECTION 1. There shall be three (3) regularly called Board of Directors meetings each calendar year, with one of these meetings being held at the Annual Seminar. An annual seminar shall be held each year at such time and place as may be designated by the President.

SECTION 2... There shall be an in-person or Virtual Meeting monthly, on a date determined by the president, to discuss topics that require the Board's attention and cannot wait until the 3 in-person Board of Directors meetings.

SECTION 3... Officers, Directors, Directors at Large, Ambassadors of Good Will, and Manufacturer Representatives shall attend each meeting called by the President. All meetings are without compensation. It shall be the duty of the Board of Directors to represent the general membership in all matters. Failure to attend two (2) scheduled meetings in one membership year per (Article VII, Section 9) without a proper excuse, shall result in the replacement of that individual. Exceptions may be approved by the Board of Directors.

ARTICLE VI AMENDMENTS

The Constitution and By-laws may be changed or amended from time to time by a two-thirds vote of the Inspector members present. Any such proposed change shall be presented to all Inspector members not less than thirty (30) days prior to the next annual seminar and school of instruction.

ARTICLE VII FEES

SECTION 1...Annual dues for memberships per (Article II Section 1-9) shall be determined by the Board of Directors annually.

SECTION 2...All dues shall be paid each year prior to the annual seminar. No benefits can be given to any delinquent member. Membership shall be from October 1st through September 30th of each year. Dues that are paid on July 1st or later of any given year shall be credited for the following year, provided dues are not in arrears.

SECTION 3...No person shall be a member in good standing until such time as their dues are received and recorded by the Treasurer.

SECTION 4...SPONSORSHIPS shall be determined by the board of directors on an annual basis.

ARTICLE VIII BANISHMENT

Should any Officer, Director, or Member be judged unfit, inadequate, or incompetent by any action they may be removed from office and/or membership by a majority vote of the Inspector membership.

ARTICLE IX CHAPTERS

SECTION 1...Municipalities, Counties, or Districts may, and are encouraged to, establish and maintain a chapter unit of this Association. Chapter units shall adhere to all directives of the Board of Directors. Chapter units must be chartered by the State Association.

SECTION 2...All Chapters shall be governed and shall adhere to all the provisions outlined in this Constitution and By-laws.

SECTION 3...All Chapter members must maintain membership in the State Association.

SECTION 4...Each Chapter shall establish a slate of Officers and Directors as established in these by-laws. The number of Directors may vary from the State requirement.

SECTION 5...Each Chapter shall maintain complete and accurate records of meetings and membership.

SECTION 6...Each Chapter shall forward copies of all minutes of its meetings to both the State President and the Executive Director. These minutes shall become a part of the Association records.

SECTION 7...Each Chapter shall file a written financial statement annually with the Executive Director. The statement shall be filed in January for the preceding calendar year.

SECTION 8...Upon Chapter dissolution for any cause or reason, all members of the dissolved Chapter shall be transferred to a different Chapter as designated by the Board of Directors. All monies and other assets of the dissolved Chapter shall be transferred to the new Chapter. In the event there is no new chapter, all money and assets shall be transferred to the State.

ARTICLE X PARLIAMENTARY

SECTION 1...Robert's Rules of Order shall govern all meetings and be the final authority on any questions or procedures of parliamentary laws. The Executive Director shall serve as parliamentarian.

SECTION 2...All business management, policies, and properties of the Association shall be under the authority of the Executive Director during periods between meetings.

SECTION 3...A quorum shall consist of a majority of those present at any given committee or Director's meeting.

SECTION 4...An annual audit of this association's finances shall be conducted by the appointed Audit Committee at each annual meeting.

SECTION 5...The Florida Association of Plumbing, Gas, and Mechanical Inspectors, Incorporated, is a not-for-profit organization as prescribed by Florida Law. Liabilities of the association shall be limited to the assets of the Corporation. Upon dissolution of the Corporation, all liabilities and obligations of the Corporation shall be paid and discharged.

SECTION 6...All standing committees shall be appointed by the President, subject to the approval of the Board of Directors.

ADOPTION The foregoing Constitution and By-laws have been approved as the regular annual scheduled meeting of the Florida Association of Plumbing, Gas and Mechanical Inspectors Incorporated and are hereby adopted this XVI day of _____. Adoption date TBD