

CONSTITUTION

ARTICLE I NAME AND OBJECT

Section 1

The organization shall be known as the **KANSAS DIVISION OF THE INTERNATIONAL ASSOCIATION FOR IDENTIFICATION**, and is formed for the following reasons:

(A) To associate persons who are actively engaged in the profession of forensic identification, investigation and scientific examination of physical evidence, in an organized body within the state of Kansas, so that the professions, in all of its branches, may be standardized and practiced effectively and scientifically.

(B) To encourage the expansion and improvement of the Sciences of Fingerprints, Firearms, Photography, and other branches of forensic identification in crime detection. Friction Ridge Skin Identification, Document Examination, Firearms Identification, Imprint Evidence, Polygraph Examinations, Forensic Photography and Electronic Imaging, Forensic Art, Voice Identification and Acoustic Analysis, Crime Scene Investigation, Forensic Reconstruction, Blood Stain Pattern Identification, Forensic Laboratory Analysis, and matters of forensic interest in other disciplines including the natural and social sciences and law enforcement/criminal justice.

(C) To encourage research in scientific crime detection.

(D) To keep its members apprised of the latest techniques and discoveries in forensic identification and crime detection.

(E) To employ the collective wisdom of the profession and to advance the scientific technique of personal identification and detection.

(F) To work closer with the International Association for Identification in furthering the profession of identification generally.

ARTICLE II MEMBERSHIP

Section 1

Membership of the Division shall consist of Active, Associate, Sustaining Active, Sustaining Associate, Honorary Members, and Life Membership. Application for membership shall conform to the provisions set forth in the Bylaws.

Section 2 Active Membership

The Active membership in the Division consists of persons actively engaged as an examiner, analyst, practitioner or supervisor in the forensic sciences, whose membership application has been approved and whose annual membership dues have been paid as required by the Division. Active members shall not lose their status because of retirement or change of position, so long as they remain members of the Division. Active members may hold office. Active members shall be entitled to one (1) vote with respect to each matter presented to the membership of the Division for a vote.

Section 3 Associate Membership

Associate membership consists of all reputable persons fully or partially engaged in any of the various phases of the science of Forensic Identification and investigation, who are not qualified for Active Membership. Such members shall, in all respects, be subject to the same rules, fees, privileges, and charges as Active Members, except and they shall not be eligible to vote or hold office.

Section 4 Honorary Membership

Honorary Membership in the Division shall consist of persons who have performed some particular service for the Division or who have in some way performed a meritorious act for law enforcement. Such person or persons, upon motion of any member in good standing may be elected by the Board of Directors or by the Division at the Annual Conference to an honorary membership for one year and shall be excused from payment of dues and assessments. They shall not be eligible to vote or hold office.

Section 5 Sustaining Membership

Active or Associate members of the division who pay a one time, non-refundable sum of money equal to ten (10) times the yearly amount as established in article II, Section 1, of the Bylaws. Sustaining members shall be eligible to vote and be entitled to all the regular privileges of an Active or Associate member as summarized in section 2 and 3, above.

Section 6 Life Membership

Life membership may be conferred on KDIAl Members in good standing by a majority vote of the KDIAl Board of Directors in recognition of the Member's superior efforts in the furtherance of the aims and purposes of the KDIAl. Such members shall, in all respects, be subject to the same rules, rights, and privileges of Active Members.

Section 7 Student Membership

Student membership is available to full-time college students at an accredited college with a major in a forensic science related or law enforcement field. Such members shall, in all respects be subject to the same rules as Active Members and shall not be entitled to the election of a position on the Board of Directors and shall not be entitled to vote. In order to be considered for student membership, applicants must include a letter or transcript from their educational institution setting the number of credits currently being taken. The words "full-time student" will not suffice.

ARTICLE III OFFICERS

Section 1

There are hereby created the following officers of the Division.

- (A) President
- (B) First Vice President
- (C) Second Vice President
- (D) Secretary-Treasurer
- (E) Chairman of the Board
- (F) Sergeant-at-Arms
- (G) Editor
- (H) Historian
- (I) Webmaster

Section 2

All the foregoing Officers, with the exception of Chairman of the Board, shall be elected at the Annual Conference of the Division for a term of one year.

Section 2 a

In the event of a vacancy occurring in the office of President between conferences, such vacancy shall be filled by the First Vice-President, who shall hold office until the Annual Conference.

Section 2 b

In the event of a vacancy occurring in the office of First Vice-President between conferences such vacancy shall be filled by the Second Vice-President who shall hold office until the Annual Conference.

Section 2 c

In the event of a vacancy occurring in the office of Second Vice-President between conferences, such office shall remain vacant until the Annual Conference.

Section 2 d

In the event of vacancies in all three (3) of the foregoing offices, the Board of Directors, by written ballot, shall select a member of the Division to serve as President until the Annual Conference.

ARTICLE IV BOARD OF DIRECTORS

Section 1

There shall be a Board of Directors consisting of: (A) President; (B) First Vice President; (C) Second Vice President; (D) Secretary-Treasurer; (E) Chairman of the Board; (F) Sergeant-at-Arms; (G) Editor; (H) Historian; (I) Webmaster (J) and two Members Elected At Large at the Annual Conference of the Division.

Section 2

In the event a vacancy occurs among the Board of Directors between Annual Conferences such vacancy shall be filled by the President unless otherwise stated in Article III Section 2. The newly appointed member of the board shall serve an interim term until the next Annual Conference.

ARTICLE V REGIONAL REPRESENTATIVE

Section 1

The regional representative shall be a member of The Kansas Division Of The International Association For Identification and of the parent body, The International Association For Identification, and be nominated by this division. The Secretary-Treasurer of this division will notify the Secretary-Treasurer of the parent body 30 days prior to the International Association for Identification Annual Conference as to whom we have selected. If, for any reason, the division's choice does not qualify for said appointment, or at any time during the year fails to carry out the assigned duties of the regional representative, the parent body president may replace this representative with a presidential appointee from within the same division. The Regional Representative shall serve in an ex officio capacity and shall not have a vote.

ARTICLE VI COMMITTEES

Section 1

The following three committees shall be appointed by the newly elected President, to serve at each Annual Conference within 60 days of the last conference: (a) Nominating Committee; (b) Auditing Committee; (c) Press and Compliments Committee. Their duties shall be:

Section 1 a Nominating Committee

The nominating committee shall consist of all Past Presidents attending the Annual Conference. The Immediate Past President shall act as Chairman of said committee. In the event that less than three past Presidents are in attendance, the President shall appoint a sufficient number of members to have a committee of at least three. The Nominating Committee shall receive recommendations of proposed candidates and make its recommendations known to the conference. Nothing hereon shall be construed to preclude nominations from the conference floor. After nominations the membership shall decide by majority vote whether to accept or reject any or all candidates.

Section 1 b Auditing Committee

The Auditing Committee shall consist of three members, appointed by the President, at the Annual Conference. The committee shall audit and inspect the financial accounts of the Division during the Annual Conference and report their findings to the Division at the conference.

Section 1 c Press and Compliments Committee

The Press and Compliments Committee shall consist of three members appointed by the President at the Annual Conference. The Press and Compliments Committee shall apprise the press of affairs of the Division and shall acquaint themselves with and welcome new members and guests attending the conference.

Section 1d Scholarship Committee

The KDIAI Scholarship Committee shall be composed of three (3) members appointed by the President at the annual conference.

The committee shall be responsible for establishing and, as necessary, revising minimum scholarship criteria; recruitment of applicants; analysis of applicants; scheduling and interviewing of finalists; selection and notification of winners and notification of those who were interviewed but were not selected for scholarships. The committee shall announce their final selection at the Annual Conference.

The amount of funds available in any given year for scholarships will be determined annually by the committee and will be based on the income earned from investments during the preceding year and on unsolicited reimbursement accounts in an amount not to exceed a total of \$500.

Section 2 Membership and Credentials Committee

The Membership and Credentials Committee shall be a standing committee consisting of the President, the Secretary-Treasurer and the First Vice-President all of whom shall approve for eligibility applications for membership and all delegates registered for conferences.

Section 3

The President may appoint any other committee or make assignments he deems necessary for the good of the Division.

ARTICLE VII DUTIES OF THE PRESIDENT

Section 1

The President shall preside at all meetings of the Division. The President shall carefully supervise the affairs of the Division and labor for usefulness and efficiency. The President shall appoint all standing special committees as provided for herein. They shall fill, by appointment, all vacancies caused by death, resignation, or other causes, except as specifically provided for in these articles.

Section 2

The President has the power to call a Special Meeting of the Division or of the Board of Directors at any time.

ARTICLE VIII DUTIES OF THE VICE-PRESIDENTS

Section 1

The First Vice-President, or in his absence or disability, the Second Vice President, shall act as presiding officer of the Division during the absence or disability of the President. The Vice Presidents will fulfill any additional duties assigned to them by the President.

ARTICLE IX DUTIES OF THE SECRETARY-TREASURER

Section 1

The Secretary-Treasurer shall keep records and minutes of the Division, receive all moneys due the Division, and keep a just and accurate account between the division and its members.

Section 2

The Secretary-Treasurer shall issue to each member, upon payment of dues and assessments, a membership card. Such card shall bear the year which it is issued.

Section 3

The Secretary-Treasurer shall draw all warrants and checks for expenses of the Division and shall sign the same. Another officer can be designated to prepare and sign checks at the discretion of the Board of Directors.

Section 4

The Secretary-Treasurer, or another officer designated at the discretion of the Board of Directors, shall furnish such bonds for the faithful performance of his duties, as the Board of Directors may require. The premium on said bond shall be paid by the Division.

Section 5

The Secretary-Treasurer shall submit at the Annual Conference a detailed report of receipts and disbursements his activities and the condition of the Secretary-Treasurer's accounts.

Section 6

The Secretary-Treasurer shall receive all applications for membership submitted in conformity with the provisions of the Bylaws.

Section 7

The Secretary-Treasurer shall be the Secretary of the Board of Directors.

Section 8

The Secretary-Treasurer shall perform any other duties as may be assigned to him by the President or the Board of Directors.

Section 9

The Secretary-Treasurer shall receive for personal expenses a sum deemed warranted by the Board of Directors. The sum shall not exceed \$50.00 in any calendar year.

Section 10

The Secretary-Treasurer shall obtain the approval of the Board of Directors prior to conducting business transactions that exceed the sum of \$200.00.

ARTICLE X DUTIES OF THE CHAIRMAN OF THE BOARD

Section 1

The Chairman of the Board, the outgoing President from the previous year, shall be a member of the Board of Directors for a term of one year, and shall be entitled to vote as a member of said Board. He shall be Chairman of the Nominations Committee and preside over the Nominations Committee meeting(s).

Section 2

If the Chairman of the Board position is vacated the President shall fill the position by appointment.

ARTICLE XI DUTIES OF THE SERGEANT-AT-ARMS

Section 1

The Sergeant-at-Arms shall have command of the outer door at all meetings of the Association and will permit no one to enter who is not properly qualified. The Sergeant-At-Arms shall assist the President in preserving order and will perform such other duties as the President may direct.

Section 2

The Sergeant-At-Arms shall maintain the banner of the Division and ensure its presentation at all conferences.

ARTICLE XII DUTIES OF THE EDITOR

Section 1

The Editor shall receive all articles and items of interest to the Division. The Editor shall edit such articles and items when necessary. The Editor shall publish them in the newsletter or other publications designated for that purpose and distribute the same to all members in good standing.

ARTICLE XIII DUTIES OF THE HISTORIAN

Section 1

The Historian shall search for, collect, and have custody of all items of historical interest to the Division. The Historian shall identify, and mark each item, acknowledge the donor of each, and maintain an inventory of all materials on hand, and shall advise the membership of new acquisitions and other pertinent matters on an annual basis. At the direction of the President, he shall exhibit such historical items at the Annual Conference.

The Historian shall also perform other duties as he may be assigned by the President or the Board of Directors.

ARTICLE XIV DUTIES OF THE WEBMASTER

Section 1

The Webmaster shall be responsible for the maintenance and preservation of the official Division website, www.kansasiai.org.

The Webmaster shall post articles, conference information and other items for the good of the Division in a timely manner.

ARTICLE XV DUTIES OF THE BOARD OF DIRECTORS

Section 1

The Board of Directors shall be the managing body of the Division. They shall control the affairs of the Division.

Section 2

The Board of Directors shall assist in conducting the business affairs of the Division. They shall assist the President in planning the Annual Conference. They shall obtain instructors and speakers for all Division seminars.

Section 3

The Board of Directors shall be responsible for selecting the location for and date of all Conferences and Seminars, and provide all members with thirty (30) days notice thereof.

Section 4

The Board of Directors shall have control of the affairs of the Division during its recess.

Section 5

The Board of Directors shall have the power to try any member or officer of the Division on a charge affecting his honor or conduct unbecoming a member or officer, provided the charge is made in writing and signed by the person making said charge.

Section 5 a

Any written charge or charges against any member or officer shall first be placed in the hands of the President, who shall, within ten days, lay the motion before the Board of Directors for consideration. If, in the sole judgment of the Board of Directors, sufficient grounds exist to try such member, the Board of Directors shall thereupon send a copy of said charge or charges to the accused by registered or certified mail and the accused shall have thirty days from the date of mailing to him of such copy of said charge or

charges within which to answer the charge or charges in writing. If the accused member fails to file such written answer within the time prescribed in this section, such failure shall constitute a waiver of his right to a hearing on such charge or charges and he shall thereupon abide by the action and decision of the Board of Directors in connection therewith, without the right of appeal to the next Annual Conference as set forth in Section 5 d thereof.

Section 5 b

The absence of a written charge as described in Section 5 a and 5 b of this Article shall not prevent the Board of Directors from initiating an investigation and trial against any member or officer when information is brought to the Board's attention which reflects on the honor or conduct of any member or officer. In such circumstances, the President shall appoint a disinterested member to act as an investigation officer to report to the Board of Directors and to draft written charge or charges if appropriate.

Section 5 c

After due consideration of the evidence at hand, the Board of Directors shall, within a reasonable time, arrive at a decision and notify all persons concerned in writing.

Section 5 d

In the event the judgment of the Board of Directors is adverse to the accused, the accused shall have the right to appeal the decision of said Board to the membership of the Division at the next Annual Conference. The finding and order of the board shall become final, unless the Board is overruled by a vote of two-thirds (2/3) of the conference members present and voting.

Section 6

The Board of Directors shall select, from a list of qualified nominees, the recipient of the John C. Hazelet Award. The award shall be given to a member who, in the opinion and judgment of the Board of Directors, has demonstrated outstanding dedicated service during the preceding year. They shall also select a recipient for the Robert D. Olsen Sr. Award, from a list of nominees. The award shall be presented annually to the member who has submitted the most outstanding article to the Division's newsletter.

ARTICLE XVI ANNUAL CONFERENCE

Section 1

The Annual Conference of the Division shall be held each year at a location selected by the Board of Directors. The Annual Business Meeting shall be held in conjunction with the Annual Conference of the Division.

Section 2

If more than two (2) Candidates are nominated for one office, the election shall be by ballot, and the name of the candidate receiving the lowest number of votes shall be dropped on each succeeding ballot until two (2) names remain, or one candidate receives a majority of all the votes cast.

Section 3

All members are entitled to time on the floor during the Conference or other deliberative assemblies of said Conference.

Section 4

The presiding officer of the Division Business Meeting shall follow the Manual of Robert's Rules of Order Revised and the order of the proceeding may be as follows:

- (A) Calling the meeting to order by the President
- (B) Invocation
- (C) Addresses of Welcome
- (D) Response to Addresses of Welcome
- (E) Tribute to Deceased Members
- (F) Reading of Presidential Address
- (G) Appointment of Committees
- (H) Presentation of Papers and Addresses
- (I) Unfinished Business
- (J) Report of Secretary-Treasurer
- (K) Report of Committees
- (L) Other Reports
- (M) New Business
- (N) Election of Officers
- (O) Adjournment

ARTICLE XVII EMBLEM

Section 1

The emblem(s) of the Division shall be used only by Members of the Division who are in good standing with the approval of the Board of Directors and subject to any and all limitations imposed by said Board of Directors.

ARTICLE XVIII AMENDMENTS

Section 1

Any motion to change the Constitution of this Division must be approved by the membership vote of the membership of this Division in attendance at the Annual Conference. If so approved, said amendment shall be forwarded to the Secretary-Treasurer and Editor, for publication in the next edition of the Division's newsletter. Said amendments shall then be voted on by mail ballot by all members in good standing of the Division for adoption by a majority vote received within a month of mailing the ballot.

Section 2

Any amendments or changes to the Constitution of the association shall be subjected to the approval of the Board of Directors of the IAI, and shall not become effective until such approval is obtained. If the IAI does not take any action within six months after receipt by the IAI, the submitted Constitution is automatically approved without any further action by the IAI Board of Directors.

ARTICLE XIX DISSOLUTION

Section 1

In the event that this Division should be dissolved or otherwise terminated, the assets and income thereof shall not inure to the benefit of any member or private individual, but shall be used, until they are exhausted, for the purposes of carrying out the objectives for which this organization was formed.

BYLAWS

ARTICLE I APPLICATION FOR MEMBERSHIP

Section 1

Application for Membership shall be made by using the official application blank of this Division and the application shall be forwarded to the Secretary-Treasurer, together with the annual dues and assessments in the amount set forth by the Board of Directors. In case of rejection, said amount shall be returned to the applicant.

Section 2

The Secretary-Treasurer shall transmit said application to the Membership and Credentials Committee who shall act upon the application in accordance with Article V, Section 2.

Section 3

Upon approval of the Board of Directors, and provided that the applicant is in all other respects fully qualified, the Secretary-Treasurer shall notify the applicant of acceptance as a member and shall forward a certificate of membership.

Section 4

None of the foregoing sections shall apply to Active Members of the International Association for Identification who resides in the state of Kansas and desire membership in this Division. Said Active Member of the parent association shall be eligible for membership in the Division. Dues and assessments in the amount set forth by the Board of Directors are required by such member.

ARTICLE II DUES AND ASSESSMENTS

Section 1

The annual dues shall be set by the Board of Directors and are payable in advance of the last day of December of each year. New members must submit the first year's dues upon application for membership. Dues will be returned if applicant is not accepted.

Section 2

A member who is delinquent in the payment of dues as of June 1 is deemed not in good standing. It shall be the duty of the Secretary-Treasurer to notify such members of said fact.

Section 3

In the event a member is suspended for non payment of dues as provided for in the preceding section, or has otherwise withdrawn his membership while in good standing, such member may be reinstated only upon the payment of such money or upon meeting conditions imposed by the Board of Directors.

Section 4

The Board of Directors is empowered, by unanimous vote only, to levy assessments upon the membership when, in its judgment, the needs of the Division require such action.

ARTICLE III AMENDMENTS

Section 1

The Bylaws of this Division shall be changed only upon approval by a majority vote of the membership assembled at the Annual Conference.

Section 2

Any amendments or changes to the Bylaws of the association shall be subjected to the approval of the Board of Directors of the IAI, and shall not become effective until such approval is obtained. If the IAI does not take any action within six months after receipt, the submitted Constitution is automatically approved without any further action by the IAI Board of Directors.

ARTICLE IV SCHEDULE OF CONFERENCES

Section 1

The Annual Conference and business meeting of this Division shall be held at any time in the following year, but not exceeding 14 months from the last meeting; the date and place to be determined by the Board of Directors.

