

COLORADO AUTO THEFT INVESTIGATORS ASSOCIATION
INCORPORATED

CONSTITUTION

1973 – Inception

1974 – Adopted

1976 – Revised

1978 – Amended

1980 – Amended

1981 – Incorporated as Not-For-Profit

1981 – Amended

1991 – Amended and Revised

1993 – Amended

1997 - Amended and Revised

2002 – Amended and Revised

2005 - Amended and Revised

2007 – Amended and Revised

2013 – Amended and Revised

2015 – Amended and Revised

2016 – Amended and Revised

**ARTICLE I
NAME AND PURPOSE**

Section 1
Name

The Association shall be known as the Colorado Auto Theft Investigators Association. The use of the word “Association” and the abbreviation “CATI” shall mean the Auto Theft Investigator’s Association for the purpose of this Constitution.

Section 2
Purpose

The Colorado Auto Theft Investigators (CATI) is dedicated to the prevention of motor vehicle thefts and its kindred crimes in Colorado, the Rocky Mountain region, and the Nation. CATI will achieve this goal through educating the public on motor vehicle theft prevention techniques, specialized training courses for investigators, and by creating an open forum which facilitates communication between investigators in law enforcement, the insurance industry, the Department of Revenue, and other public sectors.

Section 3
Non-Profit

The Association shall be a non-profit making organization and shall not be used by any member for personal gain or for the purpose of promoting any product or service, except as authorized and sponsored by the Association.

**Article II
MEMBERSHIP**

Section 1
Eligibility

Active membership in the Colorado Auto Theft Investigator’s Association shall be for persons who are full, part time, or retired employees of municipal, county, state, or federal public law enforcement, or investigative organizations, and employees of the National Insurance Crime Bureau, who are engaged in the prevention and investigation of motor vehicle thefts and kindred crimes.

Active membership in the Colorado Auto Theft Investigator’s Association shall also be for persons of good reputation, whose participation with, and support of, the Association will be in the Association’s best interest.

Section 2 Application & Sponsor

All new applicants must complete an application form, to be provided by the Association, and have an active member of the Association sign it as a recommending sponsor.

Section 3 New Members Voting

All applicants must submit the completed application form to the Association prior to a regular meeting of the Association in order for their application to be considered at the following meeting. At the next regular meeting of the Association, the name of the applicant will be read by the President or their designee. A majority vote of the members present shall determine the acceptance or rejection of the applicant.

Section 4 Member Acceptance

The Secretary of the Association, upon acceptance of a new member by the Association, will enroll the member on the Association's roster and mailing list.

Section 5 Falsification of Information

Any falsification of information on the application form shall be cause for the applicant to be refused membership in the Association.

Section 6 Membership Termination

Any member, who by statement or act which is, or may be, detrimental to the Association or its reputation, or is by itself illegal, may be expelled, censored, or admonished by the Association upon a two-thirds vote of the members present at any regular meeting. Reinstatement of any expelled member may be accomplished by an affirmative vote of two-thirds of the members present at any regular meeting.

The voting to expel, censure, or admonish, or to reinstate any member shall be by secret ballot.

Section 7 Lifetime Membership

Any CATI member who has been active, a contributing member, and who has retired may be elected to the status of a Lifetime Member, upon the majority approval of members present at any regular meeting. Lifetime members will be required to pay no further dues. Lifetime Members have all the privileges of Active Members.

ARTICLE III
OFFICERS, DIRECTORS, and the EXECUTIVE BOARD

Section 1
Officers

The elected officers of the Association will be:

President

1st Vice President

2nd Vice President

Treasurer

Secretary

5 Directors

(Statewide, NE, NW, SE, and SW)

Section 2
Duties of the Officers

PRESIDENT

The President shall preside at all meetings of the Association, and shall see that the articles of the Constitution and By-Laws are faithfully followed; and the resolutions made by the Association are promptly and expeditiously carried out.

The President shall have the responsibility of appointing members to chair and participate in special committees, as the needs of the Association arise. These appointed chairpersons and committee members, as well as their committees, will serve for the remainder of the calendar year of their appointment or until the task is completed.

The President shall initiate an audit of the Treasurer's records annually, and shall appoint members to fill vacancies of elected offices as the need arises.

The President's vote shall be exercised only to make or break a tie.

1st VICE PRESIDENT

The 1st Vice President shall perform all the duties, and assume all the powers and responsibilities of the President in the event of the President's absence or inability to act; and shall perform other specific duties as assigned by the President.

The 1st Vice President shall have the responsibility of coordinating the annual training seminar.

The 1st Vice President shall, upon completion of their term of office, and with the approval of the members, become President of the Association. In the event that the 1st Vice President is not approved to move to the office of President, the 2nd Vice President shall assume the office of President with the approval of the members. If neither the 1st nor the 2nd Vice Presidents are approved by the members to move to the office of President, an election of a new President will be held with the members present at the December meeting.

2nd VICE PRESIDENT

The 2nd Vice President shall perform all the duties and assume all the powers and responsibilities of the President, in the event of the President's and 1st Vice President's absence or inability to act; and shall perform other specific duties as assigned by the President.

The 2nd Vice President shall act as the Association's Public Relations Chairperson, and shall have the responsibility and authority to administer the CATI Newsletter. The 2nd Vice President shall assist the 1st Vice President with the annual training conference.

The 2nd Vice President shall present new applications to the membership for approval.

The 2nd Vice President shall, upon completion of the one year term of office, and with the approval of the members, become the 1st Vice President of the Association, with a one year term of office.

TREASURER

The Treasurer shall supervise and keep the financial accounts of the Association, and keep accurate records of all collections and expenditures. The Treasurer shall prepare a written monthly statement and present it at all regular meetings.

The Treasurer will make expenditures as directed by the Executive Board of the Association.

The Treasurer shall be elected to a one year term of office.

SECRETARY

The Secretary shall accurately keep the minutes of all meetings, shall keep an accurate roster, and correspondence file. The Secretary will keep the permanent records of the Association, except for the financial records. The Secretary shall have published in April of every year, the current membership roster for that year.

The Secretary shall be elected to a one year term of office.

DIRECTORS

The Directors may attend the Executive Board meetings, participate, and assist in the decision making process of the Executive Board. The Directors will also assist in the carrying out of resolutions of the Association.

The Directors shall be elected to a one year term of office.

Section 3 Executive Board

The Executive Board shall be comprised of all Officers; President, 1st Vice President, 2nd Vice President, Treasurer, and Secretary.

Section 4 Duties of the Executive Board

The Executive Board has the responsibility of directing the expenditures of the Association, and to carry out the stated resolutions and directives of the membership, including making specific decisions to carry out those resolutions and directives.

The Executive Board shall rule on attendance qualifications of applicants to the annual training seminar.

ARTICLE IV FINANCES

Section 1 Non-Profit Status

The Association shall be constituted and operated as a non-profit making organization according to I.R.S. rules.

Section 2 Dues

The dues for the Association shall be set by the Executive Board. Dues shall be payable at the time of application or for renewals during January of each year. Members joining the Association during the last third of the year will be paid members for the remainder of the year joined, and for the entire following year.

Section 3
Delinquent Dues

Members delinquent in paying dues by April shall be dropped from the membership roster by the Secretary.

Reinstatement of a member dropped from the roster because of non-payment of dues will require application to the Association.

Section 4
Check Authority

It shall take the signatures of two of the following elected officers, President, 1st Vice President, 2nd Vice President, Secretary, or Treasurer to write any check on the accounts of the Association.

Section 5
Debit Cards

The board may authorize the issuance of two debit cards for each of the Association's checking accounts. Each purchase must be authorized and verified by two Board Members.

Section 6
Deposits

All monies paid to the Association shall be promptly deposited into the Association's account by the Treasurer.

**ARTICLE V
MEETINGS**

Section 1
Regular Meetings

There will be a regular meeting of the Association held monthly.

The regular meeting will be held for the purpose of transacting the regular business of the Association, exchanging information, and providing training.

Section 2
Executive Board Meetings

Executive Board meetings shall be convened to conduct the specific business of the Association as defined in Article III, Section 5.

Section 3
The Rocky Mountain Motor Vehicle Crime Seminar

A major project of the Association shall be to present a multi-day Motor Vehicle Crime Training Seminar for the interested law enforcement officers and investigators.

Section 4
CATI Newsletter

A newsletter may be assembled and published for the members of the Association which will include training, investigative information, and news articles relative to the Association.

Specific information regarding the names of persons under investigation and juveniles will be withheld to maintain confidentiality of the information. However, the subject matter of the operation, and the course of the investigation, may be presented.

Section 5
Special Training Seminars

The Association shall host or assist in the presentation of special seminars in vehicle crime investigation and related subjects as the needs of the Association and law enforcement community arise.

Section 6
Training Coordinator

The association shall appoint a training coordinator to assist in the development of future presentations to the membership. The training coordinator will also be responsible for researching possible motor vehicle related crime classes, contacting possible instructors, and coordinating the curriculum to be presented to the association.

**ARTICLE VI
ELECTIONS, VOTING and QUORUMS**

Section 1
Election of Officers and Directors

The President shall appoint the members to a three member Elections Committee three months prior to the seminar meeting. The members of the Elections Committee may not be current officers of the Association and are not eligible to be nominated for offices in the upcoming election.

Duties of the Election Committee shall be:

1. Administer the nomination process
2. Insure eligibility of all candidates
3. Prepare the official ballot for the election
4. Administer the election process at the annual training seminar

Nomination Process: Nominations for any office shall be opened two months prior to the seminar meeting.

Any member may nominate another for any office which is open for election. This nomination may be made in person at any meeting during the nomination process, or received in written form by any election committee member prior to the close of the nomination process. No second is required for the nomination to place a candidate on the ballot.

A member may only appear on the ballot for one office. If nominated for more than one office, the nominee must notify the election committee before the end of the nomination process which office the member wants to be considered for.

The Elections Committee will accept nominations for the following offices:

2nd Vice President
Treasurer
Secretary
Directors

To be elected, a candidate must receive a majority of the votes cast for that office. Elections will be held at the annual training seminar. Nominations will be placed on the website no later than one (1) week after the close of the business meeting the month before the seminar. Electronic voting will begin as soon as the nominations are announced. Members will be allowed to vote only once. Secret ballots will be available for seminar attendees who do not vote electronically. Voting will continue until the day before the annual banquet at the seminar. In the event that no candidate receives a majority of the votes for an office, a runoff election will be held between the top two vote receivers. In the event of a tie between the top two vote receivers, the runoff election will include the top three vote receivers.

New Officers and Directors will take office at the conclusion of the annual training seminar and will retain office for one year.

Section 2
Removal from Office

Any Officer or Director may be removed from the office by two-thirds vote of the members present at any regular meeting.

Section 3
Vacancies

Vacancies of any elected office are to be filled by appointment by the President, and subject to ratification by a majority vote of the members present at a regular meeting.

Section 4
Voting

Every active member of the Association in good standing shall have a single vote.

All voting in contested elections shall be by secret ballot.

Section 5
Absentee Voting
Deleted February 17, 2016

Section 6
Quorum

A quorum at any regular meeting shall be (12) voting members.

Section 7
Quorum at Executive Board Meetings

A quorum at Executive Board meetings shall be 51% of the members of the board.

ARTICLE VII
CONSTITUTIONAL ADOPTION and AMENDMENTS

Section 1

The Constitutional election and any Constitutional amendment election can be held only at a regular meeting of the Association, and only after all active members have been provided with a copy of the proposed Constitution or amendment. Absentee ballots must be supplied to those who request them.

Section 2

The Constitution, and any amendment to it, shall be adopted by a two-thirds affirmative vote of active members present at a regular meeting, along with any absentee ballots received from the active members prior to the regular meeting during which the voting is to be conducted.