

AIRBORNE PUBLIC SAFETY ASSOCIATION

BYLAWS

AIRBORNE PUBLIC SAFETY ASSOCIATION INCORPORATED

ARTICLE I. OFFICE

Section 1.01. Principal Office: The principal office of the corporation, for the transaction of its business, is located at 50 Carroll Creek Way, Suite 260, Frederick, Maryland 21701

Section 1.02. Location of Principal Office: The Board of Directors shall designate and may change the principal office from one location to another within or without the State of California provided proper notice is given to the Secretary of State of the State of California. Any change of location of the principal office shall be noted by the Secretary on these bylaws in Section 1.01.

Section 1.03. Other Offices: The Corporation may also have offices at such other places, within or without the State of California where it is qualified to do business, as its business may require and as the Board of Directors may from time to time designate.

ARTICLE II. MEMBERS

Section 2.01. RESERVED

Section 2.02. The corporation shall have the following classifications of memberships:

(a) **Individual Membership.** Individual Membership may be conferred on any person who demonstrates an interest in public safety aviation.

1. Only Individual Members who are employed or appointed by a governmental agency under the laws of any state or nation, whose duties and responsibilities include the assignment as

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air crew in or supervision and management of the agency's aviation and/or alternative aircraft operations unit, section, division or department may hold office as a Director or Officer of the corporation, as further provided in these bylaws.

(b) **Corporate Membership.** Corporate Membership may be conferred on any entity providing products and/or services related to public safety aviation.

1. Each Corporate Membership shall be entitled to one (1) vote exercised by an employee designated by the corporate entity.

(c) Membership dues for each classification of membership may be established from time to time by the Board of Directors and any such dues may differ according to classification of membership. Except as providing in these bylaws, in all other respects the rights, interests, and privileges of each member regardless of classification in the Corporation are equal. No member shall hold no more than one (1) membership in the Corporation.

Section 2.03. (a) Applicants shall be admitted to membership in the respective membership classification for which qualified upon making application therefore in writing, and payment of any annual dues.

(b) The Board of Directors may approve a one-year complimentary membership in the association in connection with certain training or other criteria. Those persons approved for complimentary membership shall be assigned to the region where they are employed or reside; and shall not be eligible to hold office as a director until the anniversary date of their appointment and the payment of all dues and assessments.

Section 2.04. (a) No fee shall be charged for making application for membership in the corporation.

(b) The annual dues payable to the corporation by members of each class shall be in such amounts as may be determined from time to time by resolution of the Board of

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Directors. The first annual dues shall be payable and submitted in full with the application for membership. Future annual dues shall be payable effective the anniversary date of each membership or unit renewal date whichever is applicable. In the event an applicant for membership is not accepted for membership, the entire advance annual dues payment shall be refunded.

(c) Memberships shall be nonassessable.

Section 2.05. The corporation shall not issue membership certificates, as defined in Section 5058, Non-Profit Corporation Law of the State of California, however, the Board of Directors may issue a member one or more forms of indicia of membership.

Section 2.06. There is no limit on the number of members the corporation may admit.

Section 2.07. The corporation shall keep a membership records containing the name and address of each member. Termination of the membership of any member shall be recorded in the record, together with the date on which such membership ceased. Such records shall be kept at the corporation's principal office or at such other office as designated by the Board of Directors, and in such form as shall be deemed to be in the best interest of the corporation.

Section 2.08. No member of this corporation shall be personally liable for the debts, liabilities, or obligations of the corporation.

Section 2.09. Membership in the corporation is nontransferable and non-assignable.

Section 2.10. (a) The membership of any member of the corporation shall automatically terminate (1) on his written request for termination, or (2) on his death, provided that such termination shall not relieve the member resigning or his estate, in the event of termination by death, of the obligation to pay any dues or other charges theretofore accrued and unpaid.

(b) The membership of any member who fails to pay

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his/her dues when they become due and within ninety (90) days thereafter shall automatically terminate at the end of such ninety (90) day period, provided written dues notice is given and delivered by United States mail before the anniversary date that such dues are payable. In the event that such written notice is not given as herein required, then such membership shall automatically terminate for nonpayment of dues only if they are not fully paid within ninety (90) days after such written notice is eventually given and delivered to the member in person or deposited in the United States mail, postage prepaid and sent to him at his address as it appears on the books of the corporation.

(c) All rights of a member in the corporation or in its property shall cease on termination of membership as herein provided.

(d) Any member whose membership is terminated as provided in this section, other than by death, may have his membership reinstated by filing a written request therefore with the Executive Director.

Section 2.11. (a) Any member can be suspended or expelled from this corporation for good cause provided he is given notice of the proceedings against him and an opportunity to be heard in his own defense, and only after such hearing before the Board of Directors and by the vote of a majority of the Directors present at the meeting at which a quorum, as hereinafter defined, is present and the matter heard and not otherwise. Each Director present shall have one vote on the question of suspension or expulsion, and voting by proxy on the question shall not be permitted.

(b) Proceedings under this section shall be initiated by a written resolution of the Board of Directors or the Executive Committee when the Board of Directors is not in session, or on the failure of the Board to act, by petition signed by at least twenty (20) percent of the voting members of the corporation presented to the Executive Director or Secretary of the corporation. Upon adoption of the resolution or receipt of the petition, as the case may be, the Executive Director shall schedule the matter to be heard at the next regular or special meeting of the Board of Directors. The Secretary,

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or other person appointed by the President for this purpose, shall deliver, at least fifteen (15) days prior to the date of the hearing a copy of the resolution or petition, together with a notice of the time and place of the hearing, and a copy of this by-law section to the subject member either in person, by electronic mail, or by United States first-class mail addressed to him at his address as it may appear on the books of the corporation. Should the person whose duty it is to serve the notice, fail or refuse to do so, such copy and notice may be delivered as herein provided by any Director of the corporation, or by any member signing the petition where proceedings are initiated by petition, and, in such event, the matter shall be heard at the next regular or special meeting of Directors at which a quorum is present held not less than fifteen (15) days after the copy and notice are personally delivered or by electronic mail or deposited in the United States mail. If a quorum fails to attend such meeting, the matter shall be heard at the next succeeding regular or special meeting, provided, however, that if a quorum fails to attend such next succeeding regular or special meeting, the matter against the member shall be dismissed on the ground that failure to secure a quorum at either of the two meetings constitutes a tacit vote of the Directors against imposition of discipline. Such dismissal of the matter shall be automatic and final, except that the alleged conduct giving rise to the proceeding may be considered in any subsequent proceeding under this section based on future alleged misconduct of the member.

(c) Notwithstanding any other provision in these bylaws, notice of the meeting at which the hearing is first scheduled or subsequently scheduled must be given to all Directors as required by these bylaws for special meetings of Directors.

(d) The hearing shall be informal and shall be presided over by the President of the corporation or other officer of the Board designated by the President who shall

- (1) read the charges against the subject member;
- (2) require that the charges be verified by the testimony of the person or persons making them;
- (3) hear any other witnesses against the subject member;
- (4) allow the subject member to cross-examine

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each witness;

(5) allow the subject member to make a statement in his own behalf;

(6) allow the subject member to call witnesses in his own behalf; and

(7) allow the Directors present, when and as recognized by the chair, and subject to the control of the chair, to question the witnesses after they have been questioned by the subject member

(8) cause the proceedings to be electronically recorded by the corporate Secretary.

(e) If a majority of the Directors or voting members present at the hearing vote to impose discipline but cannot agree on the nature and extent thereof, the discipline imposed shall be a reprimand in letter form, signed by the President of the corporation. The original letter shall be filed with the minutes of the meeting at which the hearing was held and a copy thereof sent by registered or certified mail, return receipt requested, which receipt shall be filed with the original letter, addressed to the member at his address as it appears on the books of the corporation. The vote imposing discipline or dismissing the matter shall in either event be final.

(f) An expelled member shall not be eligible for reinstatement or readmission to the corporation.

(g) "Good cause" as used herein requires that the member

- (1) has failed and continues to fail to abide by the Articles of Incorporation or bylaws of the corporation or with the rules and regulations of the Board of Directors; or
- (2) has committed or is in the course of committing some act or acts prejudicial to the purposes of the corporation.
- (3) has been convicted of a felony crime directly or indirectly related to his/her employment or occupation, including a plea of nolo contendere or a withholding of adjudication by a court of law.

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(4) has knowingly falsified information on any membership application, corporate registration form, resume or curriculum vitae, or in any advertisement in a corporate publication.

(5) makes a statement orally or in writing that is derogatory about the race, religion, national origin, sex or sexual orientation of another member or sponsor of the corporation.

(6) has been terminated by a governmental agency with an air support agency, including involuntary resignation, or corporate sponsor for an act of public corruption or unlawful compensation.

(7) has been administratively or criminally charged in connection with an act of moral turpitude, to wit:

i. Prior conviction of a crime of moral turpitude considered to have a bearing on the honesty of a member and might be used for purposes of the impeachment of member in any official proceeding.

ii. offenses involving moral turpitude include revocation of a state professional license such as a teaching credential, or other licensed profession.

iii. That element of personal misconduct in the private and social duties which a person owes to his fellow human beings or to society in general, which characterizes the act done as an act of baseness, vileness or depravity, and contrary to the accepted and customary rule of right and duty between two human beings.

iv. Conduct done knowingly contrary to justice, honesty or good morals.

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v. Intentional, knowing or reckless conduct causing bodily injury to another or intentional, knowing or reckless conduct which, by physical menace, puts another in fear of imminent serious bodily injury.

(h) The accused member shall, unless he or she willfully refuses, to attend the hearing at a time and place designated by the President or Board at his/her own expense, including the cost of defense; and the corporation shall not, in any way, be liable to the accused member for reimbursement of any such expenses or costs including if there is a finding of not guilty by the Board of the specified charges.

(i) All rights of a member in the corporation or in its property shall temporarily cease upon the issuance of a show-cause resolution issued by the Board of Directors or Executive Committee, and permanently cease on his or her expulsion.

ARTICLE III. MEETINGS OF MEMBERS

Section 3.01. An annual meeting of members shall be held annually but in no event longer than 15 months after the last regular meeting of members at the principal office of the corporation, unless the Board fixes another date, time or location and so notifies members as provided in Section 3.02 of these bylaws. If the scheduled date falls on a legal holiday, the meeting shall be held the next full business day. At this meeting, any proper business may be transacted, including ratification of the election of officers and directors.

(a) A meeting of the members may be conducted, in whole or in part, by electronic transmission by and to the corporation or by electronic video screen communication (1) if the corporation implements reasonable measures to provide members in person or by proxy a reasonable opportunity to participate in the meeting and to vote on matters submitted to the members, including an opportunity to read or hear the proceedings of the meeting substantially concurrently with those proceedings, and (2) if any member votes or takes other action at the meeting by means of electronic transmission to the corporation or electronic video screen communication a record of that vote or

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action is maintained by the secretary.

Section 3.02. Whenever members are required or permitted to take any action at a meeting, a written or electronic notice of the meeting shall be given, in accordance with these bylaws, to each member entitled to vote at that meeting. The notice shall specify the place, date, and the hour of the meeting and,

- (1) for a special meeting, the general nature of the business to be transacted, and no other business may be transacted, or
- (2) for the annual meeting, those matters that the Board, at the time notice is given, intends to present for action by the members, but any proper matter may be presented at the meeting. The notice of any meeting at which Directors are to be elected shall include the names of all persons who are nominees for office when notice is given. Notice, as required by these bylaws, may also be given to the membership by publication.

Section 3.03. Written or printed notice of the time and place of any meeting of directors shall be delivered personally to each member entitled to vote, including notice by publication in *Air Beat* magazine, or sent to him by United States mail, postage prepaid, or by electronic mail, at least ten (10) days but not more than ninety (90) days prior to such meeting.

Section 3.04. Written or printed notice of the time and place of any meeting of members shall be delivered personally to each member entitled to vote, including notice by publication in the association's journal, or sent to him by United States mail, postage prepaid, or by electronic mail, at least ten (10) days but not more than ninety (90) days prior to such meeting. If notice is given by mail and the notice is not mailed by first class, registered or certified mail, that notice shall be given not less than twenty (20) days before the meeting. If sent by mail or electronic mail, the notice shall be addressed to the member at his address as shown on the books of the corporation and shall be deemed given at the time it is deposited in the mail or transmitted. The notice shall be given by the Secretary or other person designated by the President or, on the neglect or refusal of the person charged

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with such duty to do so, by any Director or member of the corporation who, for the purpose of giving such notice, shall have made available to him at the principal place of the corporation during regular business hours the membership books.

Section 3.05. RESERVED

Section 3.06. RESERVED

Section 3.07. One-third of the voting power of the corporation, represented in person shall constitute a quorum for transacting any business of the corporation; or the voting power represented at a meeting, in person shall constitute a quorum to transact business of general matters of which notice was given, as provided in these bylaws.

Section 3.08.

(a) Where a bylaw authorizes the conduct of a meeting with a quorum of less than one-third of the voting power, then the only matters that may be voted upon at any regular meeting actually attended, in person or by proxy, by less than one-third of the voting power are matters notice of the general nature of which was given.

(b) Subject to subdivision (a), the members present at a duly called or held meeting at which a quorum is present may continue to transact business until adjournment notwithstanding the withdrawal of enough members to leave less than a quorum, if any action taken (other than adjournment) is approved by at least a majority of the members required to constitute a quorum.

(c) In the absence of a quorum, any meeting of members may be adjourned from time to time by the vote of a majority of the votes represented either in person or by proxy, but no other business may be transacted, except as provided in subdivision (b).

Section 3.09. When a meeting is adjourned for thirty (30) days or more, notice of the adjourned meeting shall be given as in the case of the original meeting. When a meeting is adjourned for less than thirty

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(30) days, it is not necessary to give any notice of the time and place of the adjourned meeting or of the business to be transacted thereat other than by announcement at the meeting at which the adjournment is taken.

Section 3.10. RESERVED

Section 3.11. (a) All members shall be entitled to vote, and each member shall be entitled to one vote. Voting at duly held meetings shall be by voice vote, except as otherwise expressly provided in these bylaws. Election of Directors and Officers, however, shall be by written or electronic ballot, if permitted bylaw, as further provided in these bylaws. For the purpose of these bylaws, the corporate member-designee shall be the person who may exercise the rights of the corporate membership in this corporation.

(b) Notwithstanding the provisions of Paragraph (a) hereof, any vote, including the election of Directors and Officers, may be conducted by mail, by electronic means, or a combination thereof, in such manner as the Board of Directors shall determine.

(c) No single vote shall be split into fractional votes.

(d) Every member entitled to vote may cast one vote in the election of each Officer elected by the voting membership and cast one vote in the election of their respective Region Director.

(e) Members entitled to vote shall have the right to vote either in person or by a written proxy executed by such person or his duly authorized agent and filed with the Secretary of the corporation, except as otherwise expressly provided in these bylaws, provided, however, that no proxy shall be valid after the meeting for which a proxy was granted unless otherwise provided for in the proxy.

Section 3.12. (a) Meetings of members shall be presided over by the President of the corporation or, in his absence, by the Vice-President, or in the absence of both, by a chairman chosen by a majority of the voting members present in person. The Secretary of the corporation shall act as Secretary of all meetings of members, provided that in his absence the presiding officer shall appoint

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another person to act as Secretary of the meeting.

(b) Meeting shall be governed by Robert's Rules of Order, as such rules may be revised from time to time, insofar as such rules are not inconsistent with or in conflict with these bylaws, with the Articles of Incorporation of this corporation or the law.

Section 3.13. Whenever the law, the Articles of Incorporation of this corporation, or these bylaws authorize members to give their written assent or consent to action of the corporation in lieu of attending and voting at duly held meetings. Such written consents may be given by, and shall be accepted from, persons who are voting members, as shown by the books of the corporation, at the time their consents are given, or their proxies. Any member giving a written consent, or proxy, may revoke the consent prior to the time that written consents of the number required to authorize the proposed action have been filed with the Secretary, but may not do so thereafter. A written consent to any action by the members may be transmitted by electronic means.

Section 3.14. Any action taken which may be taken at a meeting of members may be taken without a meeting if authorized by a writing signed by all members who would be entitled to vote on such action at a meeting and filed with the Secretary, except as otherwise expressly provided in the Articles of Incorporation or in these bylaws.

Section 3.15. (a) In advance of any meeting of members, the Board of Directors may appoint any persons, other than nominees for office, as inspectors of election to act at such meeting or any adjournment thereof. If inspectors of election are not so appointed, the presiding officer of any such meeting may, and on the request of any voting member shall, appoint inspectors of election at the meeting. The number of inspectors shall be either one or three. If appointed at a meeting on the request of one or more voting members the majority of voting members present shall by voice vote determine whether one or three inspectors are to be appointed. In case any person appointed as inspector fails to appear or fails or refuses to act, the vacancy may be filled by appointment in advance of the meeting, or at the meeting by the presiding officer.

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(b) The inspectors of election shall determine the number of voting members present, the existence of a quorum, receive votes, ballots or consents, hear and determine all challenges and questions in any way arising in connection with the right to vote, count and tabulate all votes or consent, determine the result, and do such acts as may be proper to conduct the election or vote with fairness to all members. The inspectors shall perform their duties impartially, in good faith, to the best of their ability, and as expeditiously as is practical.

(c) If there are three inspectors of election, the decision, act, or certificate of a majority is effective in all respects as the decision, act, or certificate of all.

(d) On request of the presiding officer or of any voting member or his proxy, the inspectors shall make a report in writing of any challenge or question or matters determined by them and execute a certificate of any fact found by them. Any report or certificate made by them is a prima facie evidence of the facts stated herein.

ARTICLE IV. DIRECTORS

Section 4.01. The corporation shall have a maximum of thirteen (13) voting Board Members and may have as many non-voting Board Members as the Board may appoint from time to time as provided for in these bylaws. Collectively they shall be known as the Board of Directors. The number of Board Members may be changed as provided in Section 10.02 of these bylaws.

Section 4.02. (a) The President, Vice-President, Secretary and Treasurer shall be Directors of the Corporation and shall be elected at large by the membership entitled to vote. The Immediate Past President, who has served a complete term as President, shall serve as a voting member of the Board of Directors for a period not to exceed one (1) year to commence at the end of his elected term, unless extended by the Board of Directors at the request of the President.

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(b) One (1) Director shall be elected by the members from their respective geographical region of the corporation for each of the six (6) designated regions; each of which shall be the area of the United States and Canada as set forth herein; or such other areas of the world as the Board of Directors may designate from time to time.

- Midwest Region:** Illinois, Indiana, Iowa, Kentucky, Michigan, Minnesota, Missouri, Ohio, West Virginia, Wisconsin.
- Central Region:** Arkansas, Colorado, Kansas, Louisiana, Montana, New Mexico, Nebraska, North Dakota, Oklahoma, South Dakota, Texas, Wyoming. Mexico. Central and South America.
- Northeast Region:** Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, Virginia, District of Columbia. Europe.
- Southeast Region:** Alabama, Florida, Georgia, Mississippi, North Carolina, South Carolina, Tennessee. The Caribbean, Africa.
- Western Region:** Alaska, Arizona, California, Hawaii, Idaho, Nevada, Oregon, Utah, Washington, the Western Pacific Rim, Asia.
- Canadian Region:** All Provinces and Territories of Canada

(c) A Region Director shall be elected by members residing in the region and that Director must reside in the region which he/she is elected to represent.

(d) A member of the Corporate Council nominated by the Council and appointed by the Board of Directors shall serve as a voting member of the Board for a one-year term. Any expenses

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associated with attendance at any regular or special Board meeting shall be borne by said appointee.

(e) In the event that the status of a Director or Officer changes so that he/she no longer qualifies to hold or retain office as required by this section or section 2.02 (a) 1, he/she may continue to hold office until the expiration of his/her current term of office.

(f) Except as provided in this section, in the event a Director accepts full or part-time employment with a Corporate Member, he or she shall no longer serve as a Director of the corporation.

Section 4.03. The words "Directors" and "Board" as used in the Articles of Incorporation of this corporation or in these bylaws in relation to any power or duty requiring collective action, mean "Board of Directors".

Section 4.04. Nomination for Election. The procedure for nomination of a member to office in the corporation is as follows:

(a) Nomination for office will be submitted to the Secretary in writing by an individual member in good standing. The Secretary will verify that the nominee meets all qualifications for office as prescribed by these bylaws. The nomination must contain the nominee's name and to which office he desires to run.

(b) The nomination period will be from January 1st to February 15th of the appropriate election year. The format for nominations, date, rules and offices will be advertised in the association's journal or website at least once prior to January 1st of the appropriate election year. No nominations will be accepted after February 15th of that year unless the 15th falls on a Sunday or holiday, then one (1) additional day will be allowed. If by electronic mail, the date-time of the transmission shall be the determining factor for meeting the time requirement set forth herein. If by postal mail, the government postmark will be determining factor for meeting the time requirement set forth herein.

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(c) A list of nominees and offices that are up for election will published in the association's journal and website prior to the distribution of ballots.

Section 4.05. Voting by Members. The procedure to conduct an election is as follows:

(a) The Secretary or corporate staff will prepare an official list of qualified nominees. A third-party vendor that provides electronic voting services will then be selected to administer the electronic voting process.

(b) Electronic ballots will be sent to all voting members of the Association that have voluntarily provided email contact information as part of their membership records. Ballots will be distributed on or about June 01 with the voting period lasting not less than 30 days. The ballot emailed to each voting member will be accompanied by or include a list of candidate profiles in addition to instructions concerning the methods for completion.

(c) For members entitled to vote that have not provided the Association with an email address, a postcard will be mailed to them at their address of record in the Association membership records with instructions on how to access their electronic ballot.

(d) The results of the electronic vote will be provided to the Secretary, who will then certify that each winner meets all qualifications as a member and office holder. The winners will be announced by email distribution to the membership following the verification of the results as well as at the annual meeting of members. Newly elected Officers and Directors will assume office upon the close of the regularly scheduled Board meeting immediately following their election.

(e) Exceptions. If any nominee who has accepted the nomination fails to meet the necessary qualifications to hold office and this error is found during the Secretary's final inspection, then the runner-up will be declared the winner.

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Section 4.06. Powers: Subject to the limitations contained in the Articles of Incorporation, the Directors shall exercise the powers of the corporation; control its property and conduct of its affairs, except as otherwise provided by law.

Section 4.07. Duties: It shall be the duty of the Directors to:

(a) Perform any and all duties imposed on them collectively or individually bylaw, by the Articles of Incorporation, by these bylaws, or by the Policy and Procedures Manual.

(b) Appoint and remove, employ and discharge, and, except as otherwise provided in these bylaws, prescribe the duties and fix the compensation, if any, of all officers, agents, and employees of the corporation.

(c) Supervise all Officers of the corporation to assure that their duties are properly performed.

(d) Meet at such times and places as required by these bylaws.

(e) Require that special meetings of members be called whenever and as often as they deem necessary and whenever demanded by the required number of members as provided in these bylaws.

(f) Register their addresses with the Secretary of the corporation, and notices of meetings mailed or electronically transmitted to them at such addresses shall be valid notices thereof.

Section 4.08. (a) Any member of the corporation, who has been a member of the corporation for a period of one year, and who has paid his/her current dues, is qualified to be elected as a Director as provided in these bylaws, and may remain a Director, subject to other provisions of these bylaws, so long as the member's dues do not become delinquent.

Section 4.09. Term: Each Director, including elected Directors/Officers shall hold office for a two (2) year term or until his

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successor is elected and qualified. Directors representing the Midwest, Northeast, and Western regions, the Vice President and the Secretary, as set forth in Section 4.02 herein, shall be regularly elected at the annual meeting in the even-numbered years. Directors representing the Canadian, Central, and Southeast regions, the President, the Treasurer, as set forth in Section 4.02, shall be elected at the annual meeting in the odd-numbered years. All Directors/Officers shall be elected at the annual meeting each alternate year for a term of office of two (2) years. Each Director shall hold office until he resigns or is removed or is otherwise disqualified to serve or until his successor shall be elected and qualified, whichever occurs first.

Section 4.10. Re-election: Directors shall be elected at the annual meeting as defined in Section 3.02 hereof or by other such manner as may be determined by the Board of Directors, and the candidates receiving the highest number of votes shall be elected, as provided in Section 3.11 of these bylaws. Directors shall be eligible for re-election without limitation on the number of terms they may serve, provided they continue to meet the qualifications required by Sections 2.02, 4.02, 4.07, 4.08 and 4.09 of these bylaws.

Section 4.11. Compensation: Directors shall serve without compensation, except that they shall be allowed and paid their actual and necessary expenses incurred in the performance of their duties.

Section 4.12. Meetings:

(a) Meetings shall be held at the principal office of the corporation unless otherwise provided by the Board or at such place within or without the State of California which has been designated from time to time by resolution of the Board of Directors. In the absence of such designation, meeting shall be held at the principal office of the corporation, provided that any such meeting held elsewhere shall be valid if held on the written consent of all Directors given either before or after the meeting and filed with the Secretary of the corporation.

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(b) Special meetings of the Board of Directors may be called by the President, or, if he is absent or is unable or refuses to act, by the Vice President or by any two Directors, and such meetings shall be held at the place, within or without the State of California, designated by the person or persons calling the meeting, and in the absence of such designation at the principal office of the corporation.

(c) The Secretary of the corporation, or other person designated by the President, shall deliver written, electronic or printed notice of the time and place of meetings of the board to each Director personally or by United States mail or electronic mail at least seven (7) days prior to the date of the meeting, except that notice of all regular meetings of Directors is hereby dispensed with. If sent by mail or electronic mail, the notice shall be deemed to be delivered. Such notice shall be addressed to each Director at his address as shown on the books of the corporation. If the address of a Director is not so shown and is not readily ascertainable, the notice shall be addressed to him at the city or place in which the meetings of Directors are regularly held. Notice of the time and place for holding an adjourned meeting of a meeting need not be given to absent Directors if the time and place are fixed at the meeting adjourned.

(d) The transactions of any meeting of the Board, however called and noticed or wherever held, are as valid as though the meeting had been duly held after proper call and notice, provided a quorum, as hereinafter defined, is present and provided that either before or after the meeting each of the Directors not present signs a waiver of notice, a consent to holding the meeting, or an approval of the minutes thereof. All such waivers, consents, or approvals shall be filed with the corporate records or made a part of the minutes of the meeting.

(e) Except as otherwise expressly provided in these bylaws, or in the Articles of Incorporation of this corporation, or by law, no business shall be considered by the Board at any meeting at which a quorum, as hereinafter defined, is not present, and the only motion which the Chair shall entertain at such meeting is a motion to adjourn. However, a majority of the Directors present at such meeting may adjourn from time to time until the time fixed for the next regular

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meeting of the Board.

(f) All meetings of Directors shall be governed by Robert's Rules of Order, as such rules may be revised from time to time, insofar as such rules are not inconsistent or in conflict with these bylaws, with the Articles of Incorporation of this corporation or with law. Each Director shall be entitled to only one vote on each matter presented to the Board of Directors for action. No Director may vote by proxy, including during committee meetings.

(g) Meetings of Directors shall be presided over by the President of the corporation, or in his absence by the Vice President, or in the absence of both, by a chairman chosen by a majority of the Directors present. The Secretary of the corporation shall act as Secretary of the Board of Directors. In case the Secretary is absent from any meeting of Directors, the presiding officer may appoint any person to act as Secretary for the meeting.

(h) A quorum shall consist of at least six (6) Directors and Officers of the corporation.

Section 4.13. Actions of the Board: Every act or decision done or made by a majority of the Directors present at a meeting duly held at which a quorum is present is the act of the Board of Directors, unless the law, the Articles of Incorporation or these bylaws require a greater number.

Section 4.14. Actions Without Meeting: Any action required or permitted to be taken by the Board of Directors under any provision of law may be taken without a meeting, if all members of the board shall individually or collectively consent in writing to such action. Such written consent or consents, including written consent by electronic transmission, shall be filed with the minutes of the proceedings of the Board. Such action by written consent shall have the same force and effect as the unanimous vote of such Directors. Any certificate or other document filed under any provision of law which relates to action so taken shall state that the action was taken by unanimous written consent of the Board of Directors without a meeting and that the Articles of Incorporation and bylaws authorize the Directors to so act, and such statement shall be prima facie

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evidence of such authority. If, after receiving notice of the intended action, a Director fails to respond in writing to the intended action, such failure or abstention to vote shall constitute an affirmation of the action to be taken.

Section 4.15. Removal: The entire Board of Directors, or any individual Director, may be removed from office at any time by the vote of a majority of the voting members. If any or all Directors are so removed, new Directors may be elected at the same meeting and they shall hold office for the remainder of the terms of the removed Directors. If new Directors are not elected at such meeting, the vacancy or vacancies created by the removal shall be filled as provided in Section 4.16 hereof.

Section 4.16. Vacancies:

(a) Vacancies of the Board of Directors shall exist; (1) on the death, resignation, or removal of any Director; (2) whenever the number of Directors authorized is increased; and (3) on failure of the members in any election to elect the full number of Directors authorized.

(b) The Board of Directors may declare vacant the office of a Director; (1) if he is declared of unsound mind by an order court, or finally convicted of a felony; or (2) if within sixty (60) days after notice of his election he does not accept the office in writing or by attending a meeting of the Board of Directors.

(c) Vacancies caused by the death, resignation or disability of a Director or Directors, or by his or their removal as provided in these bylaws, or by an amendment of the Articles of Incorporation or by these bylaws increasing the number of Directors authorized shall be filled by a majority of the remaining Directors, though less than a quorum, or by a sole remaining Director.

(d) If the Board of Directors accepts the resignation of a Director tendered to take effect at a future time, either the Board or the voting members may elect a successor to take office when the resignation becomes effective.

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(e) A majority of the voting members of the corporation may elect a Director at any time to fill any vacancy not filled by the Directors as provided in Paragraphs (c) and (d) of this section. Should the office of all Directors become vacant and there is consequently no Director left to fill vacancies, the vacancies shall be filled by a majority of the voting members of the corporation at a regular or special meeting called for that purpose at which a quorum is present.

(f) A person elected Director to fill a vacancy as in this section provided shall hold office for the unexpired term of his predecessor, or until his removal or resignation as in these bylaws provided.

(g) A reduction of the authorized number of Directors does not remove any Director prior to the expiration of his term of office.

Section 4.17. Director Liability: The Directors shall not be personally liable for the debts, liabilities, or other obligations of the corporation.

Section 4.18. Director, Officer, Employee Indemnity: Should any person be sued, either alone or with others, because he is or was a Director, Officer, or employee of the corporation, in any proceeding arising out of his alleged misfeasance or nonfeasance in the performance of his duties or out of any alleged wrongful act against the corporation or by the corporation, indemnity for his reasonable expenses, including attorney's fees incurred in the defense of the proceeding, may be assessed against the corporation, its receiver, or its trustee, by the court in the same or a separate proceeding if; (1) the person sued is successful in whole or in part, or the proceeding against him is settled with the approval of the court; and (2) the court finds that his conduct fairly and equitably merits such indemnity. The amount of such indemnity shall be so much of the expenses, including attorney's fees, incurred in the defense of the proceeding, as the court determines and finds to be reasonable.

ARTICLE V. OFFICERS

Section 5.01. The Officers of the corporation shall be a President,

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Vice-President, a Secretary, and a Treasurer, who shall also be directors of the corporation and shall be elected by those entitled to vote.

Section 5.02. RESERVED

Section 5.03. No person may hold more than one office.

Section 5.04. An individual member who has completed one (1) full term, or has completed an aggregate number of years in office, as a Region Director may be elected an Officer of the corporation. Officers shall be elected in accordance with section 4.09 of these bylaws, and each Officer shall hold office until he resigns or is removed or is otherwise disqualified to serve or until his successor shall be elected and qualified, whichever occurs first.

Section 5.05. The Board of Directors may appoint such other non-voting assistants as it deems desirable, and such, assistants shall serve such terms, have such authority, and perform such duties as may be prescribed from time to time by the Board of Directors.

Section 5.06. Any Officer may be removed for cause, with the approval of the voting power of the corporation at any regular or special meeting of the membership, and such officer shall be removed should he cease to be qualified for office as provided in these bylaws. Any officer may resign at any time by giving written notice to the Board of Directors or to the President or Secretary of the corporation. Any such resignation shall be effective on the date of receipt of such notice or other time or at any later time specified herein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 5.07. Vacancies in an Office:

(a) Any vacancy caused by the death, resignation, removal, disqualification, or otherwise, of any Officer shall be filled by the Board of Directors for the unexpired portion of the term. In the event of a vacancy in any office other than that of President, such vacancy may be filled temporarily by appointment by the President

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until such time as the Board shall fill the vacancy. Vacancies occurring in office of assistants appointed at the discretion of the Board may or may not be filled as the Board shall determine.

(b) In the event that the President is unable to identify and nominate a member qualified to hold office as required by these bylaws, an Individual member, in good standing, may be appointed by the Executive Committee of officers to fill the vacant office until the expiration of the current term of office, who may thereafter seek election to that office. Preference for any such appointment to fill the unexpired term of an Officer should be given to a current member of the Board of Directors.

Section 5.08. President: The President shall be the presiding Officer of the Board of Directors. He shall perform all duties incident to his office and such of the duties as may be required by law, by the Articles of Incorporation of this corporation, or by these bylaws, or which may be prescribed from time to time by the Board of Directors. He shall preside at all meetings of the members and of the Board of Directors. Except as otherwise expressly provided by law or by the Articles of Incorporation, execute such deeds, mortgages, bonds, contracts, or other instruments which may from time to time be authorized by the Board of Directors. He shall also, ex officio, be a member of all standing committees of the corporation.

Section 5.09. Vice President: In the absence of the President, or in the event of his inability or refusal to act, the Vice President shall perform all the duties of the President, and when so acting shall have all the powers of, and be subject to all the restrictions on, the President. The Vice President shall have such other powers and perform such other duties as may be prescribed by law, by the Articles of Incorporation, or by these bylaws, or as may be prescribed by the Board of Directors.

Section 5.10. Secretary: The Secretary shall:

(a) Certify and keep at the principal office of the corporation the original, or a copy, of these bylaws as amended or otherwise altered to date.

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(b) Keep at the principal office of the corporation or at such other place as the Board of Directors may order, a book of minutes of all meetings of the Directors and members, recording therein the time and place of holding, whether regular or special, and, if special, how authorized, notice thereof given, the names of those present at the meetings of Directors, the number of members present or represented at meetings of members, and the proceedings thereof.

(c) See that all notices are duly given in accordance with the provisions of these bylaws or as required by law.

(d) Be custodian of the records and of the seal of the corporation and see that the seal is affixed to all duly executed documents, the execution of which on behalf of the corporation under its seal is authorized by law or by these bylaws.

(e) Keep at the principal office of the corporation membership records containing the name and address of each member, and, in case where membership has been terminated, he shall record such fact in the records together with the date on which the membership ceased.

(f) Exhibit at all reasonable times to any Director of the corporation, or to his agent or attorney, on request therefore, the bylaws, the membership records and the minutes of the proceedings of the Directors and of the members of the corporation.

(g) Exhibit at all reasonable times to any voting member, or to his agent or attorney, on written demand therefore for a purpose reasonably related to the interests of such member, the bylaws and the minutes of meetings of the Directors or of the members, and shall exhibit said records at any time when required by the demand of ten (10) percent or more of the voting members of the corporation.

(h) In general, perform all the duties incident to the office of Secretary and such other duties as may be required by law, by the Articles of Incorporation of this corporation, or by these bylaws, or which may be assigned to him from time to time by the Board of Directors.

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Section 5.11. RESERVED

Section 5.12. Treasurer: Subject to the provisions of Article VII of these Bylaws, the Treasurer shall provide the Board of Directors with a detailed financial report at each regular meeting of the Board; and shall direct audits of the financial affairs of the corporation as required by law.

Section 5.13. RESERVED

Section 5.14. Compensation: Officers of the corporation shall serve without compensation, except that they shall be allowed and paid their actual and necessary expenses incurred in the performance of their duties.

ARTICLE VI. COMMITTEES, COMMISSIONS, WORKING GROUPS, TASK FORCES, EXECUTIVE DIRECTOR

Section 6.01. The Board of Directors may create one or more committees, each consisting of two or more Directors and no persons who are not Directors, to serve at the pleasure of the Board of Directors.

(a) In addition to Standing Committees, the Board of Directors may create one or more Commissions of the association to perform designated functions.

(b) In addition to the Standing Committees and Commissions, the Board of Directors may create one or more Working Groups of the association, each consisting of at least one Director and others who are not Directors, to perform designated functions.

(c) In addition to the Standing Committees, Commissions and Working Groups, the Board of Directors may create one or more Task Force Groups of the association, each consisting of at least one Director and others who are not Directors, to perform designated functions.

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(d) The duties, responsibilities, composition and chairperson of each Standing Committee, Commission, Working Group and Task Force Group of the Board of Directors shall be set forth in the Policies and Procedures Manual.

Section 6.02. Executive Director:

(a) The Board of Directors may, at such time as it deems appropriate, employ an Executive Director who shall report to the Board of Directors and who shall carry out the responsibility of the daily business affairs of the corporation under the direction of the Board of Directors. The Executive Director shall be the Chief Executive Officer of the corporation to manage the affairs of the corporation on a day-to-day basis.

(b) The Executive Director shall:

1. Have daily charge and custody of and be responsible for, all funds and securities of the corporation, and deposit all such funds in the name of the corporation in such banks, trust companies, or other depositories as shall be selected by the Board of Directors.

2. Cause to be received moneys due and payable to the corporation from any source whatever, unless otherwise directed by the Board of Directors.

3. Cause to be disbursed the funds of the corporation in accordance with directives of the Board of Directors, seeing to the taking of proper vouchers for such disbursements.

4. Cause to be kept and maintained adequate and correct accounts of the corporation's properties and business transactions, disbursements, gains, and losses.

5. Cause to be exhibited at all reasonable times the books of account and financial records of the corporation to any Director of the corporation, or to his agent or attorney, on request therefore.

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6. Cause to be exhibited, at all reasonable times, to any voting member, his agent, or attorney, on written demand thereof, for a purpose reasonably related to the interests of such member, the books of account and financial records of the corporation, and shall exhibit said records at any time when required by the demand of ten (10) percent or more of the voting members of the corporation.

7. Render to the President and Directors, whenever requested, an account of any or all of his financial transactions as Executive Director and of the financial condition of the corporation.

8. Prepare, or cause to be prepared, and certify the financial statements to be included in the annual report to members.

9. If required by the Board of Directors, give a bond for the faithful discharge of his duties in such sum and with such surety or sureties as the Board of Directors shall determine.

10. In general, perform such other duties as may be required by law, by the Articles of Incorporation of this corporation, or by these bylaws, or which may be assigned to him from time to time by the Board of Directors.

ARTICLE VII. EXECUTION OF INSTRUMENTS, DEPOSITS AND FUNDS

Section 7.01. The Board of Directors, except as otherwise provided in these bylaws, may by resolution authorize any officer or agent of the corporation to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation, and such authority may be general or confined to specific instances. Unless so authorized, no Officer, agent, or employee shall have any power or authority to bind the corporation by any contract or engagement or to pledge its credit or to render it liable pecuniary for any purpose or in any amount.

Section 7.02. Except as otherwise specifically determined by resolution of the Board of Directors, as provided in Section 7.01, or as otherwise required by law, checks, drafts, promissory notes, orders

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for the payment of money, and other evidences of indebtedness of the corporation shall be signed by such person or persons as the Board of Directors may designate from time to time.

Section 7.03. All funds of the corporation shall be deposited from time to time to the credit of the corporation in such banks, trust companies, or other depositories as the Board of Directors may select on the recommendation of the Executive Director.

Section 7.04. The Board of Directors may accept on behalf of the corporation any contribution, gift, bequest, or devise for the general purposes or for any special purpose of the corporation.

ARTICLE VIII. CORPORATE RECORDS, REPORT, AND SEAL

Section 8.01. The corporation shall keep at its principal office, or at such other place as the Board of Directors may order minutes of all meetings of Directors and of all meetings of members, with the time and place of holding, whether regular or special, and, if special, how authorized, the notice given, certification of a quorum at any meeting and the proceedings thereof.

Section 8.02. The corporation shall keep and maintain adequate and correct accounts of its properties and business transactions, including accounts of its assets, liabilities, receipts, disbursements, gains, and losses.

Section 8.03. On request of an assessor, the corporation shall make available at its principal office or at a place mutually acceptable to the assessor and to the corporation a true copy of business records relevant to the amount, cost, and value of property, subject to local assessment, which it owns, claims, possesses, or controls with the county.

Section 8.04. The books of account shall at all reasonable times be open to inspection by any Director. Every Director shall have the absolute right at any reasonable time to inspect all books, records, documents of every kind, and the physical properties of the corporation. Such inspection may be made in person or by agent or

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attorney, and the right of inspection includes the right to make extracts.

Section 8.05. The books of account, and the minutes of meetings of the Directors, members, and Executive and Standing Committees shall be open to inspection on the written demand of any voting individual member at any reasonable time, for a purpose reasonably related to the interests of the member, and shall be exhibited at any time when required by the demand, in writing or made orally at a meeting, of ten (10) percent or more of the voting members of the corporation. Such demand for an inspection shall be made in writing to the President, Secretary or Executive Director of the corporation.

Section 8.06. (a) The Board of Directors shall cause an annual report to be sent to the members and Directors after the end for the corporation's fiscal year. That report shall contain the following information, in appropriate detail, for the fiscal year:

- (1) The assets and liabilities, including the trust funds, of the corporation as of the end of the fiscal year.
- (2) The principal changes in assets and liabilities, including trust funds.
- (3) The revenue and receipts of the corporation both unrestricted and restricted to particular purposes.
- (4) The expenses and disbursements of the corporation for general and restricted purposes.

(b) The annual report shall be accompanied by any report on it of independent accountants or, if there is no such report, by the certificate of an authorized Officer of the corporation that such statement is prepared without audit from the corporation's books and records.

(c) This requirement of an annual report shall not apply if the corporation receives less than \$25,000 in gross receipts during the fiscal year, provided, however, that the information

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specified above for inclusion in any annual report must be furnished annually to all directors and to any member who requests it in writing.

Section 8.07. Corporate Seal: The Board of Directors may adopt, use, and at will alter, a corporate seal. Such seal shall be affixed to all corporate instruments, but failure to affix it shall no affect validity of any such instrument.

ARTICLE IX. FISCAL YEAR

Section 9.01. The fiscal year of the corporation shall begin on the first day of January and end on the last day of December in each year.

ARTICLE X. BYLAWS

Section 10.01. These bylaws shall become effective immediately on their adoption. Amendments to these bylaws shall become effective immediately on their adoption unless the Board of Directors or members, in adopting them as hereinafter provided, provide that they are to become effective at a later date.

Section 10.02. (a) Subject to the limitations contained in the Articles of Incorporation of this corporation and to any provisions of law applicable to the amendment of bylaws of California public benefit corporations, these bylaws, or any of them, may be altered, amended, or repealed and new bylaws adopted.

(b) Subject to the power of the members to change or repeal bylaws; by the vote of a majority of Directors present at any special or regular meeting of Directors, at which a quorum is present, provided that written notice of such meeting and of the intention to change the bylaws thereat is delivered to each Director at least seven (7) days prior to the date of such meeting, as provided in Section 4.12(c) of these bylaws; or by the written consent of all Directors without a meeting as provided in Section 4.14 hereof provided that a bylaw fixing or changing the number of Directors may not be adopted, amended, or repealed by these bylaws, except as provided in this paragraph or;

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(c) By the vote or written assent of a majority of the members entitled to vote, or the vote of a majority of a quorum at a meeting duly called and noticed for the purpose in accordance with Section 3.04 hereof.

Section 10.03. Certification of Bylaws: The original, or a copy, of the bylaws as amended or otherwise altered to date, certified by the Secretary of the corporation, shall be recorded and kept in a book which shall be kept in the principal office of the corporation or at such place as designated by the Board of Directors, and such book shall be open to inspection by members at all reasonable times during office hours.

ARTICLE XI. NOTICES

Section 11.01. For the purpose of these bylaws, requirements for notice to any person or entity as required by these bylaws shall also include notice by express mail service, facsimile communication and electronic mail to the sender. Any such communication shall contain a verifiable date of transmission and receipt.

ARTICLE XII. INVESTMENTS

Section 12.01 The corporation shall have the right to retain all or any part of any securities or property acquired by it in whatever manner, and to invest and reinvest funds held by it, according to the judgment of the Board of Directors, without being restricted to the class of investments which a trustee is or may hereafter be permitted by law to make or any similar restriction, provided, however, that no action shall be taken by or on behalf of the corporation if such action is a prohibited transaction under Sections 4941 through 4945 of the Internal Revenue Code of 1954, or corresponding provisions of any subsequent Federal tax laws.

ARTICLE XIII. PROHIBITION AGAINST SHARING CORPORATE PROFITS AND ASSETS

Section 13.01. No member, Director, Officer, employee, or other person connected with this corporation, or any other private

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individual, shall receive at any time any of the net earnings or pecuniary profit from the operations of the corporation, provided, that this provision shall not prevent payment to any such person of reasonable compensation for services rendered to or for the corporation in effecting any of its purposes as shall be fixed by resolution of the Board of Directors and no such person or persons shall be entitled to share in the distribution of, and shall not receive, any of the corporate assets on dissolution of the corporation. All members of the corporation shall be deemed to have expressly consented and agreed that on such dissolution or winding up of the affairs of the corporation, whether voluntary or involuntary, the assets of the corporation, after all debts have been satisfied, then remaining in the hands of the Board of Directors shall be distributed as required by the Articles of Incorporation of this corporation and not otherwise.

ARTICLE XIV. DISTRIBUTION OF INCOME AND PROHIBITED TRANSACTIONS

Section 14.01. Notwithstanding any other provision in these Bylaws, the corporation shall be subject to the following limitations and restrictions:

(a) The corporation shall distribute its income for each taxable year at such time and in such manner as not to become subject to the tax on undistributed income imposed by Section 4942 of the Internal Revenue Code of 1954.

(b) The corporation shall not engage in any act of self-dealing as defined in Section 4941(d) of the Internal Revenue Code of 1954.

(c) The corporation shall not retain any excess business holdings as defined in Section 4943(c) of the Internal Revenue code of 1954.

(d) The corporation shall not make any investments in such manner as to subject it to tax under Section 4944 of the Internal Revenue Code of 1954.

(e) The corporation shall not make any taxable

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expenditure as defined in Section 4945(d) of the Internal Revenue Code of 1954.

ARTICLE XV. CONSTRUCTION

Section 15.01. As used in these bylaws:

(a) The present tense includes the past and the future tenses, and the future tenses include the present.

(b) The masculine gender includes the feminine and neuter.

(c) The singular number includes the plural, and the plural number includes the singular.

(d) The word "shall" is mandatory and the word "may" is permissive.

(e) The words "Directors" and "Board" have the meaning stated in Section 4.02 of these bylaws.

(f) These bylaws were amended by a majority vote of the Airborne Public Safety Association, Inc. Board of Directors and attested to by the designated Secretary of the corporation on this 17th day of August, 2020.


Secretary

Adopted Bylaws/7-29-17/PJM/DBS
Amended Bylaws/1-19-18/PJM/DBS
Amended Bylaws/1-19-19/PJM/DBS
Amended Bylaws/1-11-20/PJM/DBS
Amended Bylaws/3-21-20/PJM/DBS
Amended Bylaws/5-8-20/PJM/DBS
Amended Bylaws/8-11-20/PJM/DBS