

Adopted July 27, 2016

**ARTICLES OF ORGANIZATION
OF THE
INTERNATIONAL ASSOCIATION OF CORONERS
AND
MEDICAL EXAMINERS**

KNOW ALL MEN BY THESE PRESENT that all the undersigned, all adult residents of the United States of America, the dominion of Canada and the Republic of Mexico, or such other jurisdictions as approved for membership by the Board of Directors, do hereby make, sign and agree to the following articles of organization as amended from the original Articles of Organization promulgated July 10, 1927.

**ARTICLE I
PURPOSE**

The undersigned have associated and do hereby associate themselves together for the purpose of forming an association; the business and purpose of such association shall be:

To form an association consisting of Coroners, Deputy Coroners, Medicolegal Death Investigators, Medical Examiners, Deputy Medical Examiners and their staffs and other persons, specializing in those forensic disciplines such as Pathology, Biology, Toxicology, anthropology, and Odontology. Memberships shall be approved by the Executive Committee in accordance with the By-Laws of the Association, for the purpose of bringing about a fraternal, co-operative and social spirit to achieve the best standard of uniform practice developed in the field of medicolegal death investigation; for the purpose of conducting annual and other meetings; for the purpose of maintaining the organization in carrying on all discussions of pertinent interest to themselves and particularly medicolegal death investigation; to maintain a central office through which aid, assistance and expert advice, legal, scientific or otherwise that pertains to the efficient operation of the Coroner or Medical Examiners offices to issue, edit, publish and circulate a manual or digest of opinions, whether, statute, laws common law or investigations and general information that may be of interest to the Coroner or Medical Examiner; to maintain offices, employ clerks, statisticians, attorneys, physicians, chemists and experts with respect to carrying out the principles of the organization; to rent, lease buildings and offices pertaining to the maintaining and the conducting of the business of the organization; to levy assessments, dues, fees and charges upon its members; to render assistance to its members; to support and encourage enactment of legislation which is deemed by the organization to be in its best interest.

ARTICLE II

NAME

The name of such an organization shall be THE INTERNATIONAL ASSOCIATION OF CORONERS AND MEDICAL EXAMINERS, and its principle office shall be maintained at the Secretary's office, but all financial records and accounts will be kept at the Treasurer's office, unless otherwise approved by the Executive Board

ARTICLE III

ORGANIZATION

This organization shall be a non-stock organization being engaged solely and entirely for charitable, educational and philosophical purposes, and no dividends or pecuniary profits shall be declared to the members thereof.

ARTICLE IV

MEMBERSHIP

Any person eighteen years of age will be eligible for active membership in said organization provided that such persons are or have been Coroners, Deputy Coroners, Medical Examiners or members of their respective staffs and/or employed in and/or specializing in the field of medicolegal death investigations.

There will be three levels of individual memberships: Fellow, Associate and Honorary. Fellow members will be the only members with voting privileges and able to hold office. Associate members are those members, such as students, retirees, and individuals associated with medicolegal death investigations as approved by the Executive Committee. . To be eligible for Associate membership he/she must be approved by the Executive Committee. Associate members shall not have the privilege to vote or hold office. Honorary members will be those members who are in good standing and are no longer active in the field of medicolegal death investigation. Honorary members will pay no dues and will not be eligible to hold office. They must make application for the status of an honorary member. Honorary memberships will be approved at the discretion of the Executive Committee. Additional classifications of membership may be authorized at the discretion of the Executive Committee.

There will also be Office, Organizational, and Vendor memberships. Office memberships will include one Fellow and entitle the office to register their staff as Associate members. Office memberships will be based on the population of the jurisdiction and will be classified as follows:

- Class I (Population < 100,000)
- Class II (Population 100,000 – 500,000)
- Class III (Population > 500,000)

Organizational memberships, which include associations involved with medicolegal death investigation, will include one fellow and entitle their organization to register their staff as associate members. The associate members will not have voting privileges.

Vendor memberships must include vendors involved with medicolegal death investigation. These members will not have voting privileges.

ARTICLE V

OFFICERS

The general officers of the association shall be a President, President-Elect, Secretary and a Treasurer. There shall be an Executive Committee as directed in Article XI. The immediate Past President shall become a member of the Executive Committee and be titled as the Chairperson of the Board of Directors.

ARTICLE VI

THE PRESIDENT

The President shall be elected at an annual meeting for a term of two years or until a successor is duly elected and may not be re-elected without a hiatus of at least one year. The principal duties of the President shall be to preside over the annual meeting of the Association and all meetings of the Executive Committee and to have general supervision over the officers of the Association and perform such additional duties as may be required by the by-laws. The President shall be the representative or spokesperson for the Association. In the absence of the President he/she shall appoint the President Elect to act on his/her behalf.

ARTICLE VII

PRESIDENT-ELECT

The President-Elect shall be elected for a term of two years or until a successor is duly elected and may be re-elected at any time. The President-Elect shall preside at all meetings of the Association and Executive Committee in the absence of the President. Should the President no longer be able to fulfill his/her duties of the office, the President-Elect shall become acting President and may be elected at the annual meeting.

ARTICLE VIII

SECRETARY

The Secretary shall be elected every other year on even years, for a term of two years and may be re-elected an unlimited number of times. He/she may be removed from office for just cause by the Executive Committee or the general membership. In such event or in the event the Secretary is not re-elected it is his/her duty to turn over all records to his/her successor. In the event the Secretary is unable to fulfill his/her duties of office, the Treasurer shall assume all the duties of the Secretary until a successor is duly elected.

The Secretary shall establish an office and office address for the Association with the approval of the Executive Committee. The Secretary shall keep all the records of the Association including membership records; keep a record of all proceedings of the Association and Executive Committee; handle all correspondence of the Association - both incoming and outgoing; send out all membership via mailings and/or electronic communication; carry out all reasonable instructions of the officers; and handle all other duties generally associated with such an office. The Secretary shall cooperate fully with the Treasurer and with the host of each annual meeting to insure the orderly functioning of their duties. The Secretary shall report annually at the general membership meeting.

All reasonable expenses of the Secretary shall be paid promptly by the Treasurer. Expenses exceeding \$500 shall be approved by the President.

The Secretary may receive an annual stipend - the amount shall be determined at the annual meeting at the beginning of each term.

ARTICLE IX

TREASURER

The Treasurer shall be elected every other year, on the odd-years, for a term of two years and may not serve more than two consecutive terms. He/she may be removed from office for just cause by the Executive Committee or the general membership. In such event or in the event the Treasurer is not re-elected, it is his/her duty to turn over all records to his/her successor. In the event the Treasurer cannot fulfill his/her duties of office, the Secretary shall assume all the duties of the Treasurer until a successor is duly elected.

The Treasurer shall receive all dues paid into the Association. The dues will be forwarded by the Secretary after recording and updating the membership. The Treasurer will keep a record of same and pay all bills authorized by the Executive Committee retaining a receipt for same. All monies paid to the Association shall be paid in currency of the United States of America. The Treasurer shall maintain a proper accounting system and keep all funds in a federally insured banking institution or insurance brokerage account. The Treasurer shall be properly bonded at the expense of the Association. The Treasurer shall cooperate fully with the Secretary and with the host of each annual meeting to insure the orderly functioning of his/her duties. The Treasurer shall report annually to the membership and the financial records shall be audited either by a committee of the Association and/or by an independent outside auditor. The Treasurer may receive an annual stipend - the amount shall be determined at the annual meeting at the beginning of each term.

ARTICLE X

MEMBERS AT LARGE

Two Members at Large shall be elected to serve on the Executive Committee for a term of two years or until a successor is duly elected and may be re-elected at any time. The initial term of one such member may be three years to establish continuity of such committee.

ARTICLE XI

EXECUTIVE COMMITTEE

The Executive Committee shall consist of the elected officers, President, President-elect, Secretary, Treasurer and two Members at Large along with the immediate Past President who has remained a member of the Association. The Executive Committee shall conduct the business of the Association between annual meetings.

ARTICLE XII

BOARD OF DIRECTORS

The number of voting Directors of the Association shall be up to twenty (20). The Board of Directors shall be comprised of the Executive Committee elected pursuant to Article VI, of these By-Laws, who shall serve ex officio with full voting privileges and thirteen (13) Fellows. All members of the Board of Directors shall be entitled to one vote for each matter presented for consideration. The immediate past president of the association will serve as the Chairperson of the Board.

Section 1. General Powers and Purpose.

The general policy, business, property and affairs of the Association shall be overseen by its Board of Directors. The purpose of the Board of Directors shall be to formulate the broad policies of the Association and to consult with the Executive Committee with regard to any major problems that may arise in connection with the Association's program or activities, or any significant issues that may confront the nation's medicolegal professionals as a whole.

ARTICLE XIII

ORIGINAL INCORPORATIONS

The names of the original incorporations of this Association were: P.J. Zisch, Milwaukee, Wisc. W.F. Kosow, Racine, Wisc., Clemens Reinders, Kewaskum, Wisc., and John Schaeffel, Waukesha, Wisc., on the 10th day of July, 1927 at room 334-335, Merchants & Manufacturing Bldg., 216 Water St., Milwaukee, Wisconsin.

ARTICLE XIV

AMENDMENTS

These articles may be amended at any annual meeting of the Association by a two-thirds majority vote of members in attendance in accordance with the by-laws of the Association. However, the general membership must be advised at least thirty (30) days before the meeting that articles of organization change will be voted on at the annual meeting. Electronic communication is an approved method for advisement of proposed changes.

ARTICLE XV

DURATION

The duration of this organization shall be in perpetuity unless sooner dissolved by a majority of the members at an annual meeting of the Association in accordance with the By-Laws.

ARTICLE XVI

ROBERTS RULES OF ORDER

Notwithstanding anything to the contrary within the Articles of Organization of By-Laws, current edition of Roberts Rules of order will apply to all matters of the Association.

IN WITNESS WHEREOF, we have hereto set our hands and seal this Twenty-seventh day of July 2016 at the annual meeting of the Association in Las Vegas, Nevada and this document supersedes all other by-laws of this Association.



Frank DePaolo, President



Timothy Davidson, President Elect



John Fudenberg, Past President/Secretary



Kelly Keyes, Treasurer

Gary Watts

Gary Watts, Member at Large

Bobbi Jo O'Neal

Bobbi Jo O'Neal, Member at Large

BY-LAWS
OF THE
INTERNATIONAL ASSOCIATION OF CORONERS
AND
MEDICAL EXAMINERS

ARTICLE I
MEETINGS

- Section 1. The annual meeting of this Association and the election of officers and the transaction of such other business, as may be properly brought before an annual meeting of the members shall be held at such a time and place as determined by the Executive Committee. .
- Section 2. There shall be a Winter meeting of the Executive Committee lasting no longer than three (3) days consisting of official business matters and training. This meeting shall occur at the American Academy of Forensic Science Meeting typically held in February each year, unless otherwise directed by the Executive Committee. The meeting shall be arranged by the Secretary, and all reasonable costs borne by the Association if the Association has the necessary funds. Members in good standing will be permitted to attend the Winter Meeting at their own expense.
- Section 3. Notice of any annual or other regular meeting/conference of the Association shall be deemed to be well and sufficiently given if such notice is sent by electronic communication to each member at his/her address listed on the records of the Association and electronically sent at least 90 days prior to the date fixed for holding such meeting.
- Section 4. A quorum for the annual general membership meeting conducted at the annual conference shall consist of a simple majority of the average expected attendance that can be depended upon to attend the meeting, except in bad weather or other extremely unfavorable conditions.
- Section 5. At the request of thirty-five (35) members in good standing, the President shall call a special meeting of the Association. Due notice of this meeting including date, time, location and subject of the meeting shall be delivered via electronic communication at least thirty (30) days before the meeting. The quorum at a special meeting shall consist of 50% of the number of persons requesting that special meeting. A majority of those present at the called meeting shall be legally empowered to transact business at that meeting. However, business is limited to the announced subject.

- Section 6. The annual general membership meetings of the Association shall be open to the public. Only Fellow members in good standing may vote . However, the Association at any time may decide to conduct an Executive Session by majority vote of those present, for any number of meetings or during any portion of any meeting.

ARTICLE II

OFFICERS

- Section 1. The election of officers for this Association shall be held at the annual general membership meeting.
- Section 2. Each officer elected at an annual general membership meeting shall assume office at the close of the annual general membership meeting and continue in office until his/her successor has been duly elected and takes office.

ARTICLE III

BOARD OF DIRECTORS

- Section 1. The initial Board of Directors shall be appointed by the Executive Committee and assigned two or three year terms to ensure continuity of the Board. Once Board of Directors is established, the terms shall be two years.
- Section 2. Quorum; Adjournment. A majority of the Board of Directors shall constitute a quorum for the transaction of business at a meeting of the Board of Directors, and the act of the majority of the members of the Board of Directors then present shall be the act of the Board of Directors unless the Articles or another provision of these By-Laws require a greater proportion.

If a quorum shall not be present at any such meeting, the President, or Vice President if the President is not then present, shall have the power, successively, to adjourn the meeting, without notice other than announcement at such meeting, to a specified date. At any such adjourned meeting at which a quorum shall be present, any business may be transacted which could have been transacted at the original session of such meeting.

Section 3. Meetings.

A. The annual meeting of the Board of Directors shall be held in conjunction with the annual meeting. Special meetings of the Board of Directors may be held at any time upon call of the President or Chairperson of the Board of Directors.

B. Meetings of the Board of Directors may also be conducted by means of conference telephone call or similar communications equipment provided that all persons participating in the meeting can fully participate. Any meeting conducted in such a manner shall constitute presence in person at the meeting.

C. If all the Directors consent in writing to any action to be taken by the Directors, such consents shall have the same force and effect as a unanimous vote of the directors at a meeting duly held, and may be stated as such in any certificate or document. The Secretary-Treasurer shall file such consents with the minutes of the meetings of the Board of Directors.

D. Removal of Directors. Directors may be removed, with or without cause, in the manner and subject to the limitations provided by law, upon the affirmative vote of two-thirds (2/3) of the Directors at any annual or special meeting of the Board of Directors with prior notice of such proposed action being given to the Directors. Upon removal as herein provided, no Director may be reappointed to the Board of Directors within two years of such removal.

ARTICLE IV

VACANCIES

Section 1. Except as provided in the Articles of Organization, the Executive Committee/Board, by majority vote, shall have the authority to fill any office that becomes vacant due to the death, resignation or inability to perform the duties of the office holder.

ARTICLE V

MEMBERSHIP

Section 1. The Association shall have five classes of membership. The eligibility for membership is defined in Article IV of the Articles of Organization.

Section 2. It is the duty of the Secretary to confirm the eligibility of an applicant. In cases of dispute, the individual application shall be referred promptly to the Executive Committee who must render a decision by majority vote within ninety (90) days. Their decision is final.

Section 3. Notwithstanding the above, from time to time, the Association may confer the title of "Honorary" upon a member, living or deceased, by resolution and vote of the membership at an annual meeting. Such person shall remain a member in good standing and enjoy all the rights and privileges of the Association with the exception of holding an office and voting. Dues payment shall be waived for life for Honorary Members.

ARTICLE VI

CENSURE OR REMOVAL

Section 1. An active member may be removed from membership in this Association by resolution passed by a majority vote of the Executive Committee at a meeting duly called for that purpose, not later than 30 days before the date set for the annual meeting of the Association, provided such member shall have been given written notice of the intended removal and an opportunity to appear before said Executive Committee for a hearing in accordance with the principles of natural justice. A removed member may appeal the decision to the general membership at the annual meeting.

Section 2. If, at any time, an active member who is formally accused of malfeasance, misfeasance, or nonfeasance shall be placed on leave of absence and inactive status until the situation has been resolved.

Section 3. An active member may be removed for a felony criminal conviction. The Executive Committee/ will review the circumstances of conviction and render a decision regarding the removal of the member. The action of the Executive Committee shall be final.

ARTICLE VII

DEBATES

Section 1. No member shall speak more than ten minutes on any motion or resolution before the Association. The leaders in debate shall be permitted to speak twenty minutes. The President shall strictly enforce this article.

ARTICLE VIII

DUES

- Section 1. The membership dues of the Association shall be determined by a two-thirds vote of members present at the annual general membership meeting.
- Section 2. Dues notices shall be sent by the Secretary by the first of October of each year. If not paid by January 1, a second notice shall be sent. Any member not having paid by March 1 may be charged a surcharge of \$25.00 plus the dues.
- Section 3. Non-payment of annual dues shall be reason for removal or suspension from membership. Should any member be in arrears for payment of dues, that member shall not be privileged to vote upon any matters concerning the Association nor hold an elective or appointive office. Any member in arrears for two years shall be removed from the membership roster. Written notice of removal may be sent within 30 days following removal to the last known address of the member.

ARTICLE IX

DISBURSEMENT OF FUNDS

- Section 1. The Treasurer shall set up a checking account for disbursement of funds. Any check for over \$500 or payable to the signer shall require written permission from the president, which may be in electronic form.

ARTICLE X

ALTERATIONS

- Section 1. These By-Laws may be amended at any Annual General Membership Meeting of the Association by a two-thirds majority vote of members in attendance. However, the general membership must be advised at least thirty (30) days before the meeting that proposed By-Law changes will be voted at the annual general membership meeting. Notification to members will be electronically sent.

ARTICLE XI

BUSINESS TO BE CONDUCTED AT THE ANNUAL GENERAL MEMBERSHIP MEETING

1. CALL TO ORDER
2. ROLL CALL OF OFFICERS
3. READING OF MINUTES
4. CURRENT BUSINESS
5. REPORTS OF COMMITTEES
6. ELECTIONS
7. SELECTION FOR SITE OF NEXT MEETING
8. DUES AND STIPENDS
9. OTHER BUSINESS
10. ADJOURNMENT

ARTICLE XII

COMMITTEE APPOINTMENTS

- Section 1. The President, at the beginning of each annual general membership meeting shall appoint a nominating committee to fill any vacancies that become available during the previous year. Nominations may also be made from the floor. Election shall be by plurality vote.
- Section 2. The President may appoint any other committees he/she deems appropriate for the orderly functioning of the annual meeting or for the organization. They shall report at each annual meeting.
- Section 3. Each committee shall have the power, and have referred to it from time to time, questions and recommendations pertinent to that committee for proper action, and pass upon such matters for recommendation or rejection by the Association membership at the annual general membership meeting.
- Section 4: The president shall appoint an Advisory Board consisting of a Chairman, a Vice Chairman, and members representing various disciplines within the association. These members will be appointed by the incoming President. Their duty is to discuss important matters of the Association and any other matters that may come to their attention and to present their recommendation to the general membership.

IN WITNESS WHEREOF, we have hereto set our hands and seals this July 30, 2014 at the Annual general membership meeting of the Association in Las Vegas, NV and this document supersedes all other By-Laws of this Association.



Frank DePaolo, President



Timothy Davidson, President Elect



John Fudenberg, Past President/Secretary



Kelly Keyes, Treasurer

Gary Watts

Gary Watts, Member at Large

Bobbi Jo O'Neal

Bobbi Jo O'Neal, Member at Large