

United Search and Rescue of Montezuma County, Inc.

Bylaws

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Change # 3 July 23, 2007 Added section 9 – protocol documents

Change #4 Jan 8, 2017 Multiple changes to body of document

Change #5 Sep 11, 2025 Multiple changes to body of document

Article I – Offices

1.1 The principal office of the Corporation shall be located in Cortez, Montezuma County, State of Colorado.

1.2 The Corporation may establish additional offices, either within or outside Montezuma County, as the Board of Directors may determine from time to time.

1.3 The registered office of the Corporation, as required by the Colorado Corporation Code, may be identical with the principal office. The address of the registered office may be changed at the discretion of the Board of Directors.

Article II – Purpose

2.1 The purpose of this Corporation is to conduct search and rescue operations for lost or injured persons and to provide trained volunteers when called upon

We do this so that others may live.

Article III – Membership

3.1 Eligibility. Any person interested in the purpose of this Corporation, who has attained the age of eighteen (18), who completes an application on a form prescribed by the Board, who passes the required background check by the Sheriff, and who is approved by a majority of the Board at a regular meeting, may become a member. Membership shall continue so long as dues are paid and the member abides by the regulations, resolutions, and bylaws of the Corporation.

3.2 Existing Members. Any person who is currently, and has been, a member prior to the adoption of these bylaws shall continue membership as defined herein.

3.3 Classes of Membership. The Corporation shall recognize the following categories of membership:

3.3.1 Pending Members. Individuals remain in this category until approved by both the Sheriff and the Board. Pending Members may attend meetings but are not included in team communications and are not eligible for field deployment.

3.3.2 Probationary Members. New members who have not yet achieved Active status are considered Probationary. Requirements are as follows:

- a. Serve a probationary period of one (1) year.
- b. Attend at least six (6) trainings and three (3) business meetings.
- c. Receive an orange long-sleeve shirt and hat.
- d. May vote but may not hold office, and are not eligible for reimbursement of outside training expenses.
- e. Pay all applicable dues.

3.3.3 Active Members. Members who have completed probationary requirements and the following shall be considered Active Members:

- a. Attend four (4) business meetings and six (6) trainings, or equivalent (24) hours of service to the team (excluding social events).
- b. Successfully complete training in:
 - i. Wilderness Survival
 - ii. Map and Compass
 - iii. Search Theory (NASAR Fundamentals)
 - iv. Standard First Aid and CPR
 - v. ICS 100, 200, and 700
- c. Maintain a survival pack sufficient for twenty-four (24) hours of self-sufficiency.
- d. Carry clothing suitable for all weather conditions.

3.3.4 Associate Members. Members in good standing with specialized training or experience may request, or may be reassigned by the Board, to Associate status if unable to meet regular participation requirements.

- a. Associate Members may assist with or conduct training within their expertise but must do so under the supervision of an Active Member.
- b. They may be utilized at the discretion of the Incident Commander.

3.4 Dues.

3.4.1 Annual dues are payable at the first business meeting of the year. Membership shall cease if dues are not paid within thirty (30) days, unless reinstated at the discretion of the Board.

3.4.2 The amount of dues shall be established by the Board at the annual meeting each year.

3.5 Voting Rights. Each member shall have one (1) vote on all matters presented for a vote at general meetings.

3.6 Termination of Membership.

3.6.1 Membership may be terminated by the Board for cause at any time. Before termination, the member shall be given the opportunity to appear before the Board.

3.6.2 Membership may also be revoked for failure to attend meetings or trainings, or for non-payment of dues, at the discretion of the Board.

Article IV – Meetings of the Membership

4.1 Annual Meetings. The annual meeting shall be held at the first business meeting in January, unless otherwise set by the Board no later than December 15 of the prior year. Notice shall be emailed to members at least fifteen (15) days in advance.

4.2 Special Meetings. Special meetings may be called by the Secretary at the direction of the President or by a majority of the Board. Notice shall be emailed to all members in advance.

4.3 Parliamentary Authority. Meetings shall be conducted in accordance with *Robert's Rules of Order, Revised Edition*.

Article V – Board of Directors

5.1 Elections and Terms. The President and Vice-President shall be elected by the general membership. The Board shall consist of the President, Vice-President, Secretary, Treasurer, Training Officer, Equipment Officer, Medical Officer, and up to three (3) Members-at-Large appointed by the Board.

5.2 Powers and Responsibilities. The Board of Directors, by majority vote with quorum present, shall: manage the affairs and property of the Corporation; fill vacancies in offices or on the Board; approve or terminate membership; appoint and remove officers and employees, and prescribe their duties; and take such actions as are necessary for the welfare of the Corporation.

5.3 Removal and Reinstatement. A Director may be removed for cause by majority vote of the Board. Such cause shall be stated in writing and provided to the Director at least ten (10) days prior to the meeting where the vote shall be held. If the Board removes a Director and the membership does not reinstate the Director, the vacancy shall be filled by majority action of the general membership. Any officer reporting no activity for one (1) year shall be automatically removed. Written notice of removal shall be mailed by the Secretary to each member of the Corporation within five (5) days of the action. At the next regular membership meeting, a majority vote of the membership may overrule the Board and reinstate the Director for the remainder of his or her term.

Article VI – Meetings of the Board

6.1 The Board shall meet following the annual election of Directors.

6.2 Special meetings may be called by the President or a majority of the Board. The Secretary shall issue notice of the time, place, and agenda.

6.3 A quorum shall consist of at least fifty percent (50%) of the Directors in office.

Article VII – Officers

7.1 Types and Selection. Officers shall include the President, Vice-President(s), Treasurer, and Secretary. All officers must be members of the Corporation. Officers shall be elected by majority vote at the annual meeting and shall serve for one (1) year or until successors are elected.

7.2 President. The President shall:

- a. Serve as the chief executive officer.
- b. Preside over all meetings of the membership and Board.
- c. Sign official documents as authorized by the Board.
- d. Present a report on the condition of the Corporation at the annual meeting.

7.3 Vice-President(s). Vice-Presidents shall:

- a. Serve in order of succession during the President's absence or disability.
- b. Perform additional duties as directed by the President.

7.4 Secretary. The Secretary shall:

- a. Issue notices of meetings.
- b. Record and preserve proceedings of the Corporation and Board.
- c. Maintain custody of the corporate seal, bylaws, records, and archives.
- d. Perform such other duties as are usually expected of such officers.

7.5 Treasurer. The Treasurer shall:

- a. Manage custody of the financial records of the Corporation.
- b. Be responsible for deposit of all funds in Board-approved depositories.
- c. Sign official documents relating to financial matters.
- d. Oversee withdrawals, which may be made only by check signed by the Treasurer and such person or persons as designated by the Board.
- e. Perform such duties as pertain to the same office in similar corporations.

Article VIII – Amendments

8.1 These bylaws may be repealed, altered, or amended at any annual or special meeting, provided that the proposed change is submitted to and approved by majority vote of the Board at least fifteen (15) days prior to such meeting.

Article IX – Protocol Documents

9.1 The Secretary of the Corporation shall maintain and update, as necessary, protocol documents for distribution to members of the Corporation, MCSO dispatch officers, and other organizations or members of the public as deemed appropriate.

9.2 Protocol documents describe the procedures and equipment the Corporation uses to respond to specific emergency situations.

9.3 Protocol documents may be modified at any board or business meeting. After suitable discussion and approval by any individuals directly affected, a majority vote of the officers present shall be required to adopt changes.