

Wake County Firefighter's Association

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By-Laws Of

Wake County Firefighter's Benevolent Fund

This fund shall be called the Wake County Firefighter's Benevolent Fund, herein after referred to as the 'Fund'.

PURPOSE

The sole purpose of this fund is to provide an immediate source of capital to the designated beneficiary in the event of a death to a member of the Benevolent Fund. These monies are to be given within 36 hours of receipt of the death unless circumstances prevent that action happening.

HOW THE BENEVOLENT FUND WORKS

At the time when an eligible member should pass away, no matter the reason, the fund will pay a total of five dollars (\$5.00) per each member of the Fund at the time of death, to the designated beneficiary. (E.g. If we have 1000 members in the fund, the payment would be \$5000.00) The fund will be reinstated by an assessment from those members to maintain the balance.

BENEVOLENT FUND BOARD OF DIRECTORS

The board shall consist of five (5) members on the Wake County Firefighter's Association. The First Vice-President of the Association shall serve as Chairperson to the Fund Board of Directors. The Treasurer of the Association shall also serve as Treasurer of the Fund Board. The remaining members of the board shall be elected at the annual meeting of the Association held in November, serving a staggered three year term. The initial directors shall be elected by one (1) serving a one year term, the second serving a two (2) year term, and the third serving a three (3) year term. After the initial term, all directors shall be elected to a three (3) year term.

The chairperson shall give a report and financial status at each Association meeting as to the actions of the Fund Board since the previous meeting of the Association. The Chairperson or designee of the Board of directors, along with the Chaplain of the Firefighter's Association if possible, shall be responsible for the delivery of the funds to the beneficiary after being notified of a death and obtaining the funds from the treasurer. This should be done within the 36 hours of notification unless circumstances prohibit it from happening.

The Treasurer shall be responsible for maintaining the fund balance and have it readily available when requested. The Fund account funds shall be maintained in a checking account at the same financial institution as the Firefighter's Association. These funds are to be completely separate from the Association's funds and used solely for the purpose of the Fund. All administrative cost of the Benevolent Fund will come from the Firefighter's Association.

The Firefighter's Association Secretary shall keep and maintain the Benevolent Fund's membership roster. All new member applicants and any changes to an individual's file shall be sent to the Secretary. At the time of a death, the Secretary shall report to the Chairperson of the fund the number of active members. This total will allow for the amount of funds to be given to the beneficiary.

BENEVOLENT FUND MEMBERSHIP

Membership to the Benevolent Fund shall consist of any member of a Wake County Fire Department. This includes firefighters/officers, fire department Board of Directors, Junior or Cadet firefighters, and retired members that have retired within ten (10) years, as designated by the fire chief. Each member shall be in good standing with their department. All members under the State Firefighter's Retirement Fund shall be eligible for this fund, even if they have retired beyond ten years.

Each individual shall pay a twenty dollars (\$20.00) initial membership fee. An assessment of five dollars (\$5.00) shall be sent to each member upon notice of death of the Fund. The purpose of the twenty dollar initial assessment to keep the Benevolent Fund fluid in the event of more than one death before the assessment can be collected.

Each individual shall complete a beneficiary card and shall be responsible for any changes that need to be made to the status of the information.

A member shall be deemed delinquent and will be dropped from the roll if the assessment is not paid within 30 days of notice. That individual's beneficiary will not be eligible to receive the benefit if dropped.

To be reinstated into the Fund after 30 days, an individual shall have to pay the initial fee of twenty dollars (\$20.00) to re-join the membership.

Each Fire Department shall be responsible for maintaining an up-to-date roster of the eligible members and report them to the Firefighter Association's Secretary. The individual is responsible for keeping their records up to date. The association's Secretary is responsible collecting for maintaining the records of membership of the Benevolent Fund.

Upon notice of death, the fire department is responsible for the collection of the assessment from its membership and forwarding them to the Fund treasurer within the 30 day notice allowed. If the fire department chooses to pay this benefit for their members, the fire department shall forward the funds in the same manner.

Payments from the Fund shall be made to the beneficiary listed in the member's file with the Association's secretary at the time of death.

Amendments to these by-laws shall be submitted in written format (mail or e-mail) to the Firefighter's Association President at least forty-five (45) days in advance of a regular scheduled quarterly meeting of the Association. This is to allow the Board of Directors to review and post the recommended changes thirty (30) days in advance of said meeting in accordance to Section 9 of the by-laws of the Firefighter's Association.