

BYLAWS

Adopted September 27, 1991
Revised November 1, 2000
Revised October 15, 2008
Revised November 5 & 23, 2015

ARTICLE I - NAME

The organization shall be known as the Justice Research and Statistics Association, Incorporated, hereinafter referred to as the Association.

ARTICLE II - MISSION

It is the mission of the Justice Research and Statistics Association to promote the effective and efficient administration of criminal and juvenile justice through the objective analysis of data and the dissemination of research that informs policy and practice.

The Association serves individuals and organizations engaged in criminal justice research and policy analysis to inform the public and supports policy development by:

- a) Assisting them to establish and enhance their technical and organizational capabilities;
- b) Fostering and coordinating the exchange of information and technology among them at the state, local, and national levels;
- c) Serving as a forum for expressing the common concerns and perspectives of these individuals and organizations and promoting the consensus of the states at the national level;
- d) Developing and disseminating methodologies to conduct empirically-based policy analysis in the states; and
- e) Establishing and promoting professional standards to enhance the work of criminal justice policy analysts.

ARTICLE III - MEMBERSHIP

SECTION 1 – DEFINITION OF MEMBERSHIP

The Association shall have no fewer than three types of membership: institutional, individual and student members.

- a) All interested individuals may apply for membership.
- b) The Executive Committee may define additional categories of membership.
- c) Annual dues for each category of membership will be as prescribed by the Executive Committee.

SECTION 2 - RIGHTS AND PRIVILEGES OF MEMBERSHIP

JRSA members in good standing have the right to determine the scope and extent of the activities, policies, and member status of the Association.

Each member in good standing of the Association shall have one vote.

Individual members in good standing shall have the right to hold elected office in the Association.

ARTICLE IV - GOVERNANCE

SECTION 1 - OFFICERS

The officers of the Association shall be a President, Vice-President, and Secretary/Treasurer.

SECTION 2 – EXECUTIVE COMMITTEE

The governing body of the Association shall be the Executive Committee, also known as the Board of Directors.

- a) The Executive Committee shall consist of: the officers of the Association, each of whom will be a voting member; three elected delegates, each of whom will be a voting member; and the immediate past president. If the past president chooses not to serve, an additional voting delegate elected by the Association's members in good standing may be a member of the Executive Committee.
- b) All members of the Executive Committee shall be members of the Association.
- c) In order to serve as past president on the Executive Committee, an individual must have completed the term to which he or she was most recently elected. If an individual ascends to the position of president, he or she must serve a minimum of 180 days as president in order to serve as past president.

ARTICLE V – DUTIES AND RESPONSIBILITIES

SECTION 1 - PRESIDENT

The President of the Association presides at all general and Executive Committee meetings, is Chair of the Executive Committee, and is responsible for conducting the business of the Association.

- a) The President shall have the responsibility to appoint committees as needed to implement the Association's strategic plan.
- b) The President may act as a signatory for the Association with regard to contracts, grant applications, statements of affiliation, cooperative agreements, and other such written agreements, provided that such agreements have been approved by the Executive Committee.
- c) The President shall be responsible for appointing a designee from among the Executive Committee to represent the Association in its affiliate member status with any association or group in which the Association maintains such affiliate status.

SECTION 2 - VICE-PRESIDENT

The Vice-President serves on the Executive Committee, accepts administrative assignments from the President, and has the same powers as the President in the President's absence.

SECTION 3 – SECRETARY/TREASURER

The Secretary/Treasurer maintains the Association's records (minutes, financial, etc.), serves on the Executive Committee, and keeps the membership informed about the business of the Association.

SECTION 4 – EXECUTIVE COMMITTEE

The Executive Committee shall carry out the following responsibilities:

- a) Establish policies and procedures for the operation and control of the affairs of the Association;
- b) Represent the Association in dealing with the federal government, consultants, and other organizations;
- c) Undertake projects of note based upon the concerns of the membership;
- d) Establish policies and procedures for the operation, evaluation, and control of such projects;
- e) Act upon applications for membership in the Association;
- f) Call meetings of the membership in addition to the annual meeting as necessary;
- g) Supervise the execution of formal, written agreements involving the Association; and
- h) Annually review and update the Association's strategic plan, describing the objectives for the year, the activities to be carried out, and the resources required and present it to the members in good standing for their adoption.

The Executive Committee members and former members are indemnified against expenses actually and necessarily incurred by him/her in connection with the defense of

any action, suit, or proceeding in which he/she is made a party by reason of being of having been an Executive Committee member.

ARTICLE VI – ELECTION AND TERM

SECTION 1 – OFFICERS/EXECUTIVE COMMITTEE ELECTION PROCEDURES

The procedures for electing Executive Committee members shall be written procedures recommended by the Executive Committee and approved by Association’s members in good standing.

SECTION 2 – TERM OF OFFICE OF THE EXECUTIVE COMMITTEE

The term of office for all members of the Executive Committee shall be as follows:

- a) The president shall serve a one year term as president and an additional one year term as past president;
- b) All other members of the Executive Committee shall serve a term of one year;
- c) Executive Committee members may run for re-election. The president, however, may serve only two terms in succession. If a president is re-elected, the past president from the previous Executive Committee has the option of serving a second term. If the past president chooses not to serve, an additional delegate will be elected by the members in good standing. If the most recent president does not meet the criteria for serving as past president, the person who last served as past president may elect to continue serving in that capacity, even if it is in excess of two terms. Regardless of presidential succession, the current past president will not be replaced during a term unless he or she resigns; and
- d) If a committee member is unable to complete a term of office, the committee shall appoint a replacement consistent with the JRSA Election Policies and Procedures.

ARTICLE VII – ASSOCIATION EXECUTIVE DIRECTOR

An Executive Director may be appointed by the Executive Committee and shall serve at the pleasure of the Executive Committee and in accordance with contract provisions and the Association's policies and procedures.

- a) The Executive Committee shall provide the Executive Director with strategic guidance and priorities regarding the Association’s work, as well as individual performance objectives, on at least an annual basis.
- b) The staff director's compensation shall be set by the Executive Committee within amounts available therefore.
- c) The staff director may appoint staff to assist in performing his or her duties and may determine their respective compensations within amounts made available therefore by the Executive Committee, and as outlined in the policies and procedures of the Association.

- d) At the direction of the Executive Committee, the staff director may sign contracts, cooperative agreements, grants, or enter into other financial relationships.

ARTICLE VIII - MEETINGS

SECTION 1 – MEETINGS OF THE MEMBERSHIP

- a) An annual meeting shall be held at a time and place to be designated by the Executive Committee.
- b) Additional meetings of the membership may be called by the Executive Committee.
- c) One-third of the Association’s members in good standing shall constitute a quorum for the purposes of conducting official business at any duly convened meeting of the Association.
- d) The meetings shall be conducted in accordance with Roberts Rules of Order.
- e) Meetings shall be preceded by a written notice to all members.

SECTION 2 - EXECUTIVE COMMITTEE MEETINGS

- a) The Executive Committee shall convene at least two times annually. Times and places for such meetings shall be determined by the President, acting on the advice of the Executive Committee.
- b) A quorum of the Executive Committee shall be two-thirds of its members.
- c) Any duly convened meeting shall be preceded by a written notice to all members.

ARTICLE IX - AMENDMENTS

These by-laws and/or the Articles of Incorporation may be amended by two-thirds (2/3) vote of the members in good standing present at a meeting of the Association, provided that the subject of the proposed amendment(s) has been disseminated to all members in good standing of the Association, in writing, at least 30 days prior to the meeting at which a vote concerning the amendments shall be taken.

ARTICLE X - FISCAL YEAR

The fiscal year of the Corporation shall begin on the first day of July and end on the last day of June in each year.