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CONSTITUTION

AND

BY-LAWS

—OF—

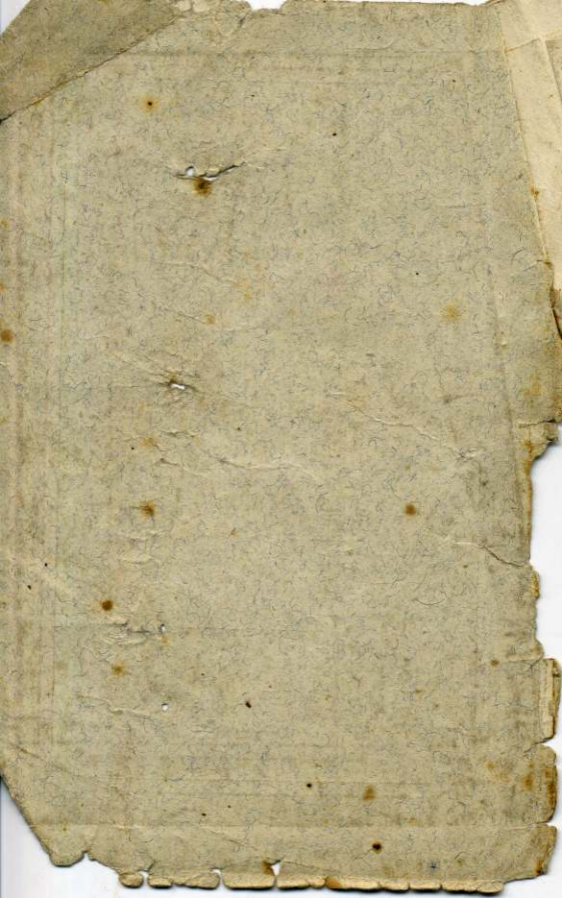
Parkersburg Hook & Ladder Co.

NO. 1,

PARKERSBURG, W. VA.

1880 :

WINCHESTER PR. 31 COURT ST.



Parkersburg Hook and Ladder Co.

No.



1.

*This Certifies that*  
*was regularly admitted to Membership in this Company, on*  
*the*                      *of*                      *188*

*Secy.*

**CONSTITUTION**

AND

**BY-LAWS**

—OF—

**Parkersburg Hook <sup>AND</sup> Ladder Co.**

**NO. 1,**

**PARKERSBURG, W. VA.**

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**1880 :**

WINCHESTER PR. 31 COURT ST.

# CONSTITUTION.

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## *ART. I.*

Believing it to be our duty, in time of danger, to render all the services in our power, to protect the lives and property of our fellow-citizens, and ourselves, from the ravages of fire; and believing that by an organization, our efforts will be of more avail, we do associate ourselves together, and adopt the following Constitution and By-Laws, for our government,

## *ART. II.*

### **OFFICERS and VACANCIES.**

SEC. 1.—This association shall be known as the Parkersburg Hook and Ladder Co. No. 1, of Parkersburg, W. Va., and shall consist of truck and ladders &c.

SEC. 2.—This association shall be composed of active members, and honoroary members.

SEC. 3.—The officers of this company shall consist of a President, Vice President, Secretary, Treasurer, Captain and six Directors, all to be elected at the annual meeting on the



the first Tuesday in January, of each year, or until their successors are elected.

SEC. 4.—All vacancies which may occur in any of the offices of this company, shall be filled at the next regular meeting, after they have occurred.

SEC. 5.—Should any officer absent himself from three successive meetings, unless a valid excuse is presented to the company, by him, the President shall declare his office vacant, and said vacancy shall be filled as provided for in the foregoing section.

### **ART. III.**

#### **DUTIES OF OFFICERS.**

Sec. 1.—The president shall preside at all meetings of the company for business, appoint all committees, unless otherwise directed, see that the laws are carried into effect, give the casting vote in all matters where a tie vote may occur, inspect and announce the result of all balloting or other votes, decide all questions of order, and in the absence of the Captains and Directors, at fires, examinations or parade, he shall take command of the company.

SEC. 2.—The Vice President shall aid the President in the discharge of his duties, and in his absence shall be respected and obeyed as President.

SEC. 3.—The authority of the Captain while the company is on duty, shall be absolute,

subject to an appeal to the company at a regular meeting. He shall have command of the company at all fires, examinations and parades.

SEC. 4.—It shall be the duty of the Directors to see that all the orders of their Captain are promptly obeyed, and assist him in the discharge of his duties at all fires, or times when the company is on service. In the absence of the Captain at fires, Examinations, or parades, the Directors shall assume command, as to priority of rank.

SEC. 5.—Immediately after his election the President shall appoint three members to act as a Finance Committee, to whom shall be referred all bills against the company, and they shall hold office one year, or until their successors are appointed.

## **ART. IV.**

### **SECRETARY.**

SEC. 1.—The Secretary shall keep an accurate record of all meetings of the company, in a book to be provided for that purpose, and shall preserve and have charge of all papers. He shall also, in a separate book, keep an accurate record of all fires, and alarms of fires.

SEC. 2.—In another book he shall open an account with each member, and make the proper charges and credits.

SEC. 3.—He shall receive all moneys due the company, and pay the same to the Treas-

erer, taking his receipt therefor, and at the regular meeting in January make a statistical report to the company, of the previous year.

SEC. 4.—Whenever the President and Vice President are absent, he shall preside over all meetings, a Secretary *pro tempore* being called to act in his stead.

### **ART. V.**

#### **TREASURER.**

SEC. 1.—The Treasurer shall have charge of all the general funds of the company; shall pay all orders, drawn on him by the Secretary, and signed by the President, in accordance with an order passed by the company, and none others; reporting the same quarterly or oftener, if the company so desire.

SEC. 2.—He shall give satisfactory bond to the Directors, for the security of all funds which may come into his hands, and make a statement in full of the same, at the annual meetings; and at other times when required by the company.

### **ART. VI.**

#### **MEMBERSHIP.**

SEC. 1.—Persons wishing to join the Company shall be proposed by a member, in writing, at any meeting of the Company, which shall be entered on the minutes, and the candidate shall then be balloted for.

SEC. 2.—Any candidate receiving three



black balls in the ballot-box shall be declared rejected.

SEC. 3.—No person shall be eligible to membership in this Company who has not attained the age of eighteen years.

SEC. 4.—Honorary members may be elected at any regular meeting of the Company, by resolution, by paying the sum of \$1, yearly, in advance; and shall be entitled to all the privileges, (except voting,) and exemptions of the Company; and all members who shall, by law, become exempt from further service as firemen, shall be entitled to be enrolled as honorary members.

SEC. 5.—Three-fourths of the members present at a regular meeting shall have power to expel a member for conduct unbecoming a fireman, and any member thus expelled shall not be re-admitted.

SEC. 6.—Any candidate balloted for and rejected can not have his name proposed before this Company under the space of three months.

## **ART. VIII.**

### **ELECTIONS.**

SEC. 1.—All elections shall be by ballot, a majority of all votes cast constituting an election, and should there be no choice on the first ballot, the name of the candidate having the lowest number shall be dropped upon each successive balloting, after the first, until a choice is made, and all votes that may be cast

for each candidate, or candidates, thereafter, shall not be counted.

SEC. 2.—Elections to fill vacancies shall be conducted in all respects as other elections.

## **ART. IV.**

### **MEETINGS.**

SEC. 1.—There shall be a regular meeting once in each month, to be determined by the By-Laws; and such regular meeting may be adjourned from time to time during the month and such adjourned meetings shall be considered in all respects as regular meetings.

SEC. 2.—The President may call special meetings at the request of five members, stating the object of such meeting in writing, in which case the members shall be notified by the Secretary, in such manner as may be prescribed by the By-Laws, stating the object of the meeting, and no business shall be transacted at any special meeting other than that stated in the notice.

## **ART. V.**

### **TRIALS.**

SEC. 1.—A member who shall be guilty of any heinous offense against the laws of the land shall be expelled. Every member who shall offend against any of these Articles or By-Laws, shall be subject to be fined, suspended, reprimanded or expelled, as the By-Laws may require, or the Company determine.

SEC. 2.—Every member shall be entitled to a fair trial for any offense involving suspension or expulsion, except non-payment of fines; but no member shall be put on trial, unless charges shall be preferred against him in writing, specifying his offense, and the name of the person bringing said charges shall be affixed thereto, which shall be known only to the President.

## ART. XI.

### AMENDMENTS.

No alterations or amendments shall be made to the Constitution, unless proposed in writing, at a regular meeting of the Company; the motion to alter or amend shall then be entered at large upon the minutes, with the name of the member proposing it; but no discussion shall be had, or vote taken upon said alteration or amendment, until the next regular meeting, and the concurrence of three-fourths of the members present shall be necessary for its adoption.

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# BY-LAWS.

## ART. I.—MEETINGS.

Sec. 1.—The regular meetings, for exercise and business, of this Company, shall be held

on the 1st Tuesday of each month. The hours for meeting shall be as follows ·

January, at 7	P. M.	July, at 7½	P. M.
February, 7	“	August, 7½	“
March, 7½	“	Sept. 7½	“
April, 7½	“	October, 7½	“
May, 7½	“	Novem. 7	“
June, 7½	“	Decem. 7	“

*Sec. 2.*—The President shall call extra meetings when in his opinion, the interests of the Company require it, or when requested by the Directors, or any five members.

*Sec. 3.*—The Secretary shall notify the members of all meetings.

*Sec. 4.*—The roll of the Company shall be called at every meeting.

*Sec. 5.*—No member shall be permitted to withdraw from any meeting, without permission of the President, under a fine of 10 cts.

## ART. II—ALARMS.

*Sec. 1.*—Upon an alarm of fire being given it shall be the duty of every member to repair forthwith to the Truck House, and aid in conveying the apparatus with all possible dispatch to the fire, unless he shall be credibly informed that it has been taken out, in which case he may omit going to the house, but shall proceed with the apparatus until it shall be returned, put up, the roll called and the Company dismissed.

*Sec. 2.*—The Secretary shall enter upon a book for that purpose, all accounts of fires and alarms, together with damages sustained at each one.

### ART. III.—ACCOUNTS AND FINES.

*Sec. 1.*—Each member of this Company shall settle his account with the Secretary, every three months, and if unpaid within three months, thereafter, his name shall be erased from the roll.

*Sec. 2.*—No member shall leave the apparatus during a fire, exercise or parade, without permission of the Captain, subject to a fine not exceeding twenty-five cents, for each and every offense.

*Sec. 3.*—Members owing fines to the amount of one dollar, or whose fines, if of less amount, shall have stood three months, shall not be entitled to speak or vote upon any subject or question before the Company, or be eligible to any elective office.

*Sec. 4.*—Members absent from roll-call after an alarm of fire, shall be fined 10 cents, and officers 15 cents.

*Sec. 5.*—Members absent from roll-call at all other times shall pay a fine of 10 cents for each and every time.

*Sec. 6.*—Sickness of a member or his family, or absence from the fire-district, or some other good reason, shall exempt him from any fines for non-attendance.



*Sec. 7.*—Any member who shall knowingly or willtully damage or remove from the Truck House any property belonging to, or entrusted to, the Company, shall be held liable to pay the damage, upon the appraisal of the Directors, and in case of default to make such payment, to be expelled, and can never be eligible for membership in the Company again.

*Sec. 8.*—Any member telling any proceeding of any meeting in reference to the ballot-box, shall be fined or expelled, at the discretion of the Company.

#### ART. IV.—HONORARY MEMBERS.

Honorary members, enrolled as such by reason of previous service as firemen, shall be required to sign a copy of these by-laws, and shall be entitled to the privileges of other members, and shall be exempt from roll-call, fines, &c.; such exemptions to cease, however, upon election to office in the Company.

#### ART. V.—PARADES, FIRE DISTRICT, AND UNIFORMS.

*Sec. 1.*—There shall be a parade, at such time and in such uniform, as the Company shrll adopt, and any member who shall be absent from such parade shall be fined the sum of \$1, unless a reasonable excuse is given.

*Sec. 2.*—No member shall loan his uniform or any part of it, for any purpose whatever, under a penalty of \$1.

*Sec. 3.*—The parade limits of this association shall extend to any distance that may be determined by the company, at the time of the parade.

*Sec. 4.*—The fire district shall include the corporate limits of the city of Parkersburg.

#### ART. VI.—DEATHS.

Upon the death of any active member, all members in good standing will be expected to wear a crape rosette, for the space of 30 days.

#### ART. VII.—DUTY.

At an alarm of fire it shall be the duty of each man to repair to the Truck House, or as provided in ART. II, on alarms.

#### ART. VIII.

##### PROFANITY AND INTOXICATION.

*Sec. 1.*—Any member of this company who shall indulge in any profane or obscene language, while at meetings, examinations or parades, shall be fined 10c. for each and every offense.

*Sec 2.*—Any member who shall appear intoxicated at any meetings, or shall become so at any parade, or while on duty, shall be expelled.

#### ART. IX.—AMENDMENTS.

These by-laws shall remain unaltered except by the concurrence of three-fourths of the members present at the meeting when

such alteration is proposed, and the same vote shall be required to pass an amendment.

#### ART. X.—DISBANDMENTS.

This company shall not be disbanded as long as five members shall remain in good standing, and desire to continue the company.

#### ART. XI.

There shall be no division of the funds of this company while the association remains intact.

#### ART. XII.

Upon the withdrawal or expulsion of any member, he shall be compelled to leave his uniform and all equipments belonging to the company, with the Sec'y.



**ORDER OF BUSINESS.**

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- 1 Roll Call.
  - 2 Reading Minutes of Proceeding Meeting.
  - 3 Collection of fines.
  - 4 Proposition of Membership.
  - 5 Balloting for Candidates.
  - 6 Resignations and Withdrawals.
  - 7 Report of Standing Committee.
  - 8 Report of Special Committee.
  - 9 Report of Directors.
  - 10 Miscellaneous Business.
  - 11 Adjournment.





