

MISSION STATEMENT

The Illinois State Crime Stoppers Association is a broad-based crime fighting and crime prevention program whose mission is to develop and facilitate Crime Stoppers programs through the State of Illinois.

PURPOSES (GOALS) OF THE ILLINOIS STATE CRIME STOPPERS ASSOCIATION

In order to accomplish this mission, the Illinois State Crime Stoppers Association will strive:

To promote, through marketing and awareness, the concepts of Crime Stoppers by facilitating the partnership between the community, media, and law enforcement for the purpose of crime fighting and crime prevention.

To promote the creation of local and scholastic Crime Stoppers programs throughout the State

To provide leadership through the use of an annual state conference, continuing education, resources, statistics, and mentoring, as well as maintaining, improving, and expanding training programs

To maintain a high level of program standards through a system of certification

To communicate through networking and publication and to provide representation at the local, state, national, and international levels

To secure and provide funding to meet state association goal

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**ARTICLES OF ASSOCIATION
AND BYLAWS OF
THE ILLINOIS STATE CRIME STOPPERS ASSOCIATION**

ARTICLE I

ORGANIZATION

The name of this organization is: ILLINOIS STATE CRIME STOPPERS ASSOCIATION. Its logo shall be the silhouette of the State of Illinois containing therein the name of the organization: ILLINOIS STATE CRIME STOPPERS ASSOCIATION.

CONCEPT OF CRIME STOPPERS

1. Cooperative effort between law enforcement, media, and the citizens.
2. Seeking information on unsolved crimes.
3. Provide caller anonymity.
4. The offering of a cash reward of up to one thousand dollars.

ARTICLE II

PURPOSE; NON PROFIT STATUS

Section 1:Purpose The purpose of the Association shall be to benefit from each others experience and knowledge in the resolution of problems peculiar to Crime Stoppers associations; to discover and discuss policies and programs that contribute to attaining member association purposes and goals; to assist other municipalities in the initiation and maintenance of local programs; to coordinate statewide programs; and to represent Crime Stoppers programs and activities at local, state, national, and international levels. [amended 5-90]

Section 2:Non Profit Status The association is organized exclusively for charitable, educational, religious or scientific purposes within the meaning of Section 501 (C) of the Internal Revenue Code.

ARTICLE III

MEMBERSHIP

Section 1: Membership

A. Membership in the Association shall consist of duly constituted Crime Stopper programs in the State of Illinois. Each member program shall designate one voting member representing law enforcement and one voting member who is a civilian Board representative. No person shall have more than one vote. [amended 05-07-05]

B. A duly constituted Crime Stoppers program is one which is a State Certified Program as defined in Art.XIII. [amended 05-06-00]

Section 3: Membership is not transferable or assignable. Membership or associate membership does not entitle any person or organization to any vested rights in any of the Association's assets. [amended 05-07-05]

ARTICLE IV

BOARD OF DIRECTORS

Section 1: Composition: The business of the Association shall be conducted by a Board of Directors. Directors are elected from State Certified Programs in Illinois. [amended 05-04-02]

Section 2. Number of Board of directors: The number of Crime Stoppers programs in the State of Illinois requiring a State Associate representative shall designate the number of Board of Directors. [amended 05-07-05]

A Board of Directors representative shall represent no more than four (4) Crime Stoppers programs in the State of Illinois, thus allowing the number of Board of Directors to increase as the number of Crime Stoppers programs increase in the State of Illinois.[amended 05-07-05]

The Board of Directors shall be comprised of not less than ten (10) members.

The Board of Directors shall consist of no more than 50% past or present sworn law enforcement representatives. [amended 5-92] [amended 05-07-05] [amended 05-07] [amended 05-10]

The President may appoint an ex-officio member or other person to an advisory position as needed. [amended 5-96] [amended 05-07-05]

The membership shall designate the number of voting Board members. In no instance shall a Board of Directors member have more than one (1) vote. No member shall receive any compensation for serving on the Board of Directors.

Section 3. Term of Office: Except where a Director is chosen to fill a vacancy, a Director's term of office shall begin at the close of the annual meeting and shall normally be for three (3) years. A Director may be chosen for a one (1), two (2), or three (3) year term, the objective being, insofar as practical, to have no more than one-third (1/3) of the Directors replaced at any one time.

Section 4: Vacancies and Removals:

A. Vacancies:

1. Vacancies in office occur by (a) resignation, or (b) removal from office.
2. Any vacancy in office of director shall be filled until the close of the next annual meeting by a majority of those Directors present and voting at a meeting of the Board of Directors.

B. Removal:

1. Any Director may be removed by two-thirds (2/3) of those present and voting at a meeting of the Board, provided notice of intent to call such a vote, naming the Director, is given no less than seventy-two (72) hours prior to such meeting. Such vote shall be by secret ballot. (amended 5/92)[amended 5-96]
2. Any Director missing two (2) unexcused Board meetings without first having given notice to the President shall be removed as a member of the Illinois State Crime Stoppers Board of Directors. [amended 5-92] [amended 5-94][amended 5-96]

ARTICLE V

MEETINGS

Section 1: Membership Meeting:

A. Annual Meeting: An annual meeting of members shall be held each year at date, time, and place set by the Board of Directors, for the purpose of electing Directors and for the transaction of such other business as may come before the meeting.

B. Special Meeting: Special membership meetings may be called by the Board of Directors.

C. Membership Action: Membership action shall be by a majority of those present and voting at a membership meeting. Except as to election of Directors, as elsewhere provided in the

Bylaws, membership action shall be advisory only, as the Association's affairs are managed by the Board of Directors.

D. Quorum: Six (6) member organizations or twenty-five percent (25%) of the member organizations, whichever is lesser, shall constitute a quorum at a membership meeting. If a quorum is not present at any membership meeting, a majority of members present and voting may adjourn the meeting from time to time without further notice.

E. Notice of Membership Meetings: Written or printed notice stating the place, day, and hour of the meeting and, in the case of a special meeting, the purpose or purposes for which the meeting is called, shall be delivered not less than five (5) or more than forty (40) days before the date of the meeting, either personally or by mail, by or at the direction of the President, or the Secretary, or the officers or persons calling the meeting, to each member entitled to vote at such meeting. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail addressed to the member at this address as it appears on the records of the Association, with postage thereon prepaid.[amended 5-92]

F. Fiscal Year: Fiscal year is defined as May 1st through April 30th the following year.[added 5-96][amended 5-99]

Section 2: Directors Meetings:

A. Regular Meetings: The Board of Directors shall hold no less than four (4) regular meetings annually, including the Board meeting immediately following the annual meeting. Date, time, and place of meetings shall be determined by the Board of Directors, but such date, time, or place may be changed by the President or such Board by seventy-two (72) hours advanced notice.

B. Special Meetings: Special meetings of the Board of Directors may be called by the President with at least twenty-four (24) hours notice, or by any four (4) Board members, with at least five (5) days written notice. Any such notice shall include a statement of meeting's purpose, as well as date, time, and place of meeting.

C. Board Action: Unless otherwise specified in these Bylaws, Board action shall be by a majority of those present and voting at a Board meeting at which a quorum is present. Voting by proxy is prohibited.

D. Quorum: A quorum shall be a majority of the Board of Directors, excluding vacancies, or five (5) members, whichever is lesser.

ARTICLE VI

OFFICERS AND DUTIES

Section 1: Officers: The officers of the Illinois State Crime Stoppers Association shall be members of the Board of Directors and shall be President, Vice President, Secretary, and Treasurer, and such other officers as the Board may elect from time to time to carry out the affairs of the Association. The position of Secretary and Treasurer may be held by the same director. [amended 05-07]

Section 2: Term: A term of office shall be for two (2) years. Terms shall begin at the close of the Board of Directors meeting that immediately follows the annual meeting. [amended 5-92]
[amended 5-97]

Section 3: Vacancies: A vacancy shall be filled by vote of the Board following a recommendation by the nominating committee. The individual elected shall serve the remainder of the term of the member he or she replaces. No name shall be placed in nomination without the consent of the nominee.

Section 4: Duties and Powers: The officers shall perform the duties and exercise the powers prescribed by the Bylaws, and the parliamentary authority adopted herein and those assigned by the Board or which normally pertain to the office. These duties and powers shall include but not be limited to the following:

A. The President shall:

1. Be the principal officer of the Illinois State Crime Stoppers Association.
2. Preside at all meetings of the membership, Board of Directors, and the Executive Committee.
3. Appoint standing committee chairpersons and members and create special committees and chairpersons and members thereof as the need arises.
4. Be an ex-officio member of every committee except the Nominating Committee.
5. The President shall be excluded from being a State Representative for any specific Crime Stoppers program, but serve as principal officer to oversee all Crime Stoppers programs being reported by the Board of Directors.
6. The President shall, at the start of each Illinois State Crime Stoppers Annual Conference, appoint an audit committee to audit the Treasurer.[added 5-99]

B. The Vice President Shall:

1. Assume such duties as may be assigned by the President, the Board of Directors, or the Executive Committee.
 2. In the absence of the President, preside at all meetings of the membership, Board of Directors, and Executive Committee meetings.
- C. The Secretary shall:
1. Record the proceedings of all meetings of membership, Board of Directors, and Executive Committee.
 2. Provide each member of the Board with a copy of the minutes of each meeting of the membership and Board of Directors meeting.
 3. Maintain a current roster of the names, addresses, and telephone numbers of all Directors and furnish a copy of such latter roster to each Director from time to time.
 4. Cause notice to be given of meetings as provided by these Bylaws.
 5. Perform such duties as may be assigned by the President, Board of Directors, or Executive Committee.
- D. The Treasurer shall:
1. Safeguard and care for all funds of the Illinois State Crime Stoppers Association.
 2. Document, maintain, record, and disseminate Illinois State Crime Stoppers Association's assets as directed by the Board of Directors.
 3. Provide each Board of Directors member a copy of the Treasurer's report at least four (4) times annually.
 4. Meet with the Audit Committee at each Illinois State Crime Stoppers Annual Conference and provide all necessary documents/records for the annual audit.[added 5-99]

ARTICLE VII

COMMITTEES

Section 1: Standing Committees: There shall be standing committees to deal with the following: amended [05-07-05]

- A. History and Records
- B. Bylaws
- C. Finance
- D. Publicity
- E. State Certification
- F. State Conference/ Awards

The Chairpersons shall be members of the Board of Directors, but committee members need not be.

Section 2: Special Committees: Special Committees may be created by the President. The Chairpersons shall be members of the Board, but committee members need not be.

Section 3: Executive Committee: There shall be an Executive Committee composed of the four (4) officers and at least one (1) additional Director, elected following nominations from the floor at the first regular Board meeting following the annual meeting.

Should a (non-officer) vacancy occur during the year, the Nominating Committee may, after obtaining consent of a candidate, place that candidate in nomination at the next regular Board meeting. A plurality vote shall elect. The elected person shall serve on the Executive Committee until the close of the next annual meeting.

The Executive Committee, in an emergency, shall have all of the powers of the Board between meetings, except the power to approve expenditures in excess of \$1,000.00, to amend these Bylaws, remove a member from the Board of Directors, or to dissolve the Illinois State Crime Stoppers Association.

Meetings may be called by the President or by any two (2) members of the committee and three (3) members shall constitute a quorum. Actions taken by the Executive Committee must be no less than three (3) affirmative votes. [amended 05-07-05]

Section 4: Nominating Committee:

- A. Membership: A Nominating Committee of no less than three (3) members of the Board shall be appointed by the President immediately upon adoption of these Bylaws and thereafter at the first regular meeting following the annual meeting of the membership.

Each nomination shall be with the consent of the nominee. [amended 05-07-05]

B. Duties: The Nominating Committee shall continually screen and consider the qualifications of potential candidates for Board members and officers of the Illinois State Crime Stoppers Association and shall, from time to time throughout the year, submit to Board members, for comment, the names of persons recommended to fill vacancies. The Committee shall carry out the responsibilities assigned it under Article VII of these Bylaws. To assure proper screening and consideration of candidates to fill vacancies, Board members should make recommendations to the Nominating Committee at least one (1) month prior to the election.

Section 5: Audit Committee [added 5-99]

A. Membership: The Audit Committee shall consist of one Board Member [chairperson] and three [3] other persons, all of which are appointed by the President at the start of each Illinois State Crime Stoppers Annual Conference.

B. Duties:

1. Meet with the Treasurer and view all the records of the treasury to assure all expenses and deposits are proper.
2. Report the committee findings at the business meeting of the annual conference.
3. After reporting to the membership, the committee is discharged of its duties.

ARTICLE VIII

NOMINATIONS AND ELECTIONS

Section 1: Nomination and Election of Directors:

A. The Nominating Committee, after obtaining the consent of each candidate for Director, shall distribute to each member organization and to each Board member, at least by the regular Board meeting, preceding the annual membership meeting, a proposed slate for each Board position to be filled. The Nominating Committee shall place in nomination the names of the persons on the slate, as modified by the Board, at the annual meeting.

B. Elections for Director vacancies that will be created at the close of the annual meeting by the expiration of terms of office, shall be by the membership at the annual meeting. In addition to nominations for Director made by the Nominating Committee, nominations may be made from the floor with the nominee's consent. If there are more nominees than Director offices to be filled, voting shall be by secret ballot, and tellers of election shall be appointed by the Chair. Each member

organization may cast two (2) votes as identified in Article VIII, Section 1, of these Bylaws, for each of the positions to be filled. Cumulative voting is prohibited. A plurality vote shall elect. [amended 5/92]

C. Where Director vacancy or vacancies occur or exist between annual meetings, the Nominating Committee, after obtaining consent of each candidate for Director, shall distribute to each Board member, at least twenty (20) days prior to the meeting at which such vacancy or vacancies are to be filled, the name of the nominee for each Director vacancy to be filled and shall then place such name or names in nomination to such Board meeting. Additional nominations may be made from the floor with the nominee's consent. If there are more nominees than Director offices to be filled, voting shall be by secret ballot, and tellers of election shall be appointed by the Chair. Each Board member may cast one (1) vote for each of the positions to be filled. Cumulative voting is prohibited. A plurality vote shall elect. A person elected as a Director to fill a vacancy shall serve as Director until the close of the next annual meeting.

Section 2. Nomination and Election of Officers:

A. The Nominating Committee, after obtaining each candidate's consent, shall distribute to each member of the Board of Directors, at least by the regular Board meeting preceding the annual meeting, a proposed single slate of candidates for any officer position to be filled at the Board meeting immediately following the annual meeting. The Board may then strike and add names. The Nominating Committee shall place in nomination the names of persons on the slate, as modified by the Board, at the Board meeting that immediately follows the annual meeting.

B. As to those officer vacancies that will be created by the close of the Board meeting immediately following the annual meeting, by expiration of terms of office, election of such officers shall be by the members present at the Board meeting immediately following the annual meeting. In addition to nominations made by the Nominating Committee, nominations may be made from the floor with the nominee's consent. No person may be nominated or elected who is not a member of the Board of Directors. If there is more than one nominee for any office to be filled, voting shall be by secret ballot, and tellers of election shall be appointed by the Chair. A plurality vote shall elect.

C. Where an officer vacancy occurs during term of office, the Nominating Committee, after obtaining the candidate's consent, at least twenty (20) days prior to the Board meeting at which election to fill such vacancy is to occur, shall notify each Board member of the name of its nominee and then shall place the name of such person in nomination for such office at such meeting. Additional nominations may be made from the floor with the nominee's consent. If there is more

than one nominee for such office, voting shall be by secret ballot, and tellers of election shall be appointed by the Chair. A plurality vote shall elect. A person elected to fill an officer vacancy shall hold office for the remainder of the un-expired term.

Section 3. Notification: After any election under this Article, the Nominating Committee shall promptly notify each candidate not present at the election of the outcome of the election.

ARTICLE IX

CONTRACTS

All contracts may be executed only as directed by the Board of Directors. The President or Vice-President shall execute, in the name of the Illinois State Crime Stoppers Association, all contracts or other instruments so authorized by the Board of Directors and the Secretary shall attest to the same.

ARTICLE X

PARLIAMENTARY AUTHORITY

Robert's Rules of Order, newly revised, shall be the parliamentary authority for all matters or procedures not specifically covered by the Bylaws or by special rules of procedure adopted by the Board of Directors.

ARTICLE XI

The power to alter, amend, or repeal the Bylaws or adopt the Bylaws shall be vested in the membership of the Association. The Bylaws may be altered, amended, or repealed by a two-thirds (2/3) vote of the membership present and voting at the annual meetings or special meeting, provided that any proposed Bylaw changes are mailed to the membership at least fifteen (15) days prior to the action by the membership of the proposed change.

ARTICLE XII

DISSOLUTION

The Illinois State Crime Stoppers Association may be dissolved upon the affirmative vote of two-thirds (2/3) of the membership of the Illinois State Crime Stoppers Association taken at a meeting of the membership called for that purpose.

Upon the dissolution of the Association, the Association shall, after paying or making provisions for the payment of all the liabilities of the Association, dispose of all the assets of the

Association exclusively for the purposes of the Association in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501 (C) (3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Trustees shall determine.[amended 5-90]

Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the Association is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purpose.

**ARTICLE XIII
STATE CERTIFICATION**

Section 1: Preface

- A Certification: The Board of Directors of the Illinois State Crime Stoppers Association is charged with certifying all Illinois Crime Stoppers Programs seeking membership to the Association**
- B. Purpose: As a Certified Illinois Crime Stopper Program, each Program is:**
- 1. Confirming its part in continuing a united and strong State Association**
 - 2. Contributing in making the State Association a statewide Crime Stoppers informational center by sharing statistics and other information**
 - 3. Identifying itself as being eligible to vote on matters/issues relating to the ISCSA at the Annual Training Conference**
 - 4. Agreeing to meet Minimum Operating Standards which are intended to create efficiency and success, limit risk, and protect the concept and integrity of Crime Stoppers**
 - 5. Agreeing to continuously promote Crime Stoppers and crime prevention programs**

Section 2: State Certification

- A: Rules and Policies: All Crime Stopper Programs seeking membership to The Illinois State Crime Stoppers Association must meet the following Standards for State Certification:**
- 1. The program must have a civilian voluntary Board of Directors**
 - 2. The program must be registered in the State of Illinois as a non-profit organization**

- 3. The program must be a 501 [c] 3 organization according to a United States Internal Revenue Service determination letter**
- 4. The program must have a law enforcement agency that provides a sworn officer [or other designee] as a Crime Stopper program coordinator and a secure phone line for receiving anonymous tips**
- 5. The program shall establish and follow official by-laws consistent with the Crime Stoppers concept and identifying the role of the Board of Directors. Each program is encouraged to create a Memorandum of Understanding or a Letter of Agreement with law enforcement agencies and all media partners**
- 6. The program shall develop Tip Sheets to be completed by the coordinator or designated representative. It is strongly suggested that a schedule be maintained for expunging Tip Sheets in a timely manner (within 12 months is recommended)**
- 7. The program shall offer anonymity to the callers and offer cash rewards that do greatly exceed the recommended guidelines of \$1,000.00 for information that leads to the arrest or indictment of a suspect or for the recovery of stolen property or illicit drugs**
- 8. The program shall maintain recorded minutes of all regular and special meetings of the Board of Directors as defined by State Statute regarding not-for-profit organizations**
- 9. Although not required, the program is “strongly” recommended that the program maintain Liability Insurance and Directors and Officers Insurance. [amended 05-15-04]**
- 10. The program must submit statistics to the Illinois State Crime Stoppers Association on a quarterly basis or as otherwise designated by the Association**
- 11. The program must have an annual bookkeeping verification of their finances. This may be performed externally or internally**
- 12. The program must continuously promote Crime Stoppers and its partnership with the Community, the Media, and Law Enforcement; all working together to Solve and Prevent Crime**
- 13. Any program that fails or refuses to comply with these standards will be subject to a review with possible cancellation of their membership in the**

Illinois State Crime Stoppers Association

B. Criteria: Upon implementation of the State Certification Program (May 1999), all members of the ISCSA are certified for a period from May 1999 to May 2000. Thereafter Certification shall be for a period of 5 years. Programs are required to submit a copy of the following:

- 1. Illinois State Crime Stoppers Program Certification Agreement, signed by Board Chair/President and Program Coordinator**
- 2. Articles of Incorporation**
- 3. Proof of Not-For-Profit Status**
- 4. By-Laws**
- 5. Program Tip Sheet**
- 6. Meeting Minutes, (2) consecutive, within a 6 months period of application**
- 7. Most recent Audit, must be within 12 month period of application**

[ART. XIII added 5-99] [amended 05-04-02]

Section 3: State Certification/Probation Process [added May 15,2004]

- A. Probationary Certification Process: As stated in Section 1, State Certification, the Board of Directors of the Illinois State Crime Stoppers Association (ISCSA) is charged with certifying all Illinois State Programs seeking membership to the Association. As a part of the certification process Illinois Crime Stopper Programs may enter a probationary period while seeking full certification of the Illinois State Crime Stoppers Association

- B. Probationary Certification Procedures shall include the following:
1. The Crime Stoppers program seeking full-certified membership to the Illinois State Crime Stoppers Association shall submit a Letter of Intent to the ISCSA seeking membership. The Letter of Intent shall include the following.
 - a. State an understanding by the Crime Stoppers program requesting certification as to the ISCSA State Certification Rules and Policies (Article XIII Section 2, Paragraph A, Items 1 through 13).
 - b. State intent to work toward implementing and completion of the ISCSA Rules and Policies (Article XIII, Section 2, Paragraph A, items 1 through 13).
 - c. Understand that said probationary certification period is valid for a period not to exceed 12 months from the date of said Letter of Intent, or that time in which full certification is granted.
 - d. Agree to abide by all Articles of Certification and Bylaws of the ISCSA, to include all rules, policies and procedures of the State Association, to include all rules, policies and procedures of the State Association.
 - e. Letter of Intent shall include the official name and other program information of said Crime Stoppers program applying for State Certification/Probationary Status to include: address, telephone numbers, fax numbers, President's name, Coordinator's name, and e-mail information. (ISCSA provided form may be used)
 - f. Bear the signature of the President of the Crime Stoppers program, Program Coordinator, and top administrative officer for the supporting law enforcement agency applying for State Certification/Probationary status.

Section 4: Termination of State Certification [added May 15, 2004]

- A. The Board of Directors of the Illinois State Crime Stoppers Association is charged with certifying all Illinois Crime Stoppers Programs. To maintain state certification by the ISCSA all Crime Stopper programs must continue to meet and maintain certification standards for state certification set forth in Article XIII State Certification, Paragraph A-Rules and Policies, Items 1 through 13. Crime Stoppers programs must continue to represent and support the Concept of Crime Stoppers (Article 1) and crime prevention mission to maintain an association, whether certified or probationary, with the ISCSA. Failure to represent and support the Concept of Crime Stoppers (Article I) and the crime prevention mission of Crime Stoppers may result in the termination of certification, both probationary and full certification, as deemed by the Board of Directors of the Illinois State Crime Stoppers Association.

- B. Information presented may cause an investigation conducted by the Board of Directors of the ISCSA, which may include a hearing and may terminate the certification of an Illinois Crime Stoppers program. Such termination shall be based on information presented at the time to the ISCSA Board of Directors, and by a 2/3 vote of the Board of Directors present at the hearing.

- C. The Board of Directors of the Illinois State Crime Stoppers Association may vote to terminate the certification of any program at any Regular or Special State Board meeting provided:
 - 1. Written notice (certified mail) has been delivered to the crime Stoppers program so effected a minimum of 30 days prior to the taking of such vote. The President of the Board of Directors of the ISCSA may grant a 60 day extension to such vote if requested by the involved Crime Stoppers program and deemed warranted by the State President.

 - 2. In the event that the Illinois State Crime Stoppers Association Board of Directors votes and approves the termination of any Illinois Crime Stoppers program, that program may reapply for certification at any time subsequent to the termination of certification.

CERTIFICATE OF FINAL ADOPTION OF BYLAWS
OF THE ILLINOIS STATE CRIME STOPPERS ASSOCIATION

The undersigned, Roger Sether, being the Chairman of the meeting and the President of Illinois State Crime Stoppers Association, and Kenneth L. Camp, Chair of Bylaws, hereby certify that the forgiven Bylaws were finalized and adopted at a meeting of the membership of the Illinois State Crime Stoppers Association, held on May 21, 1988, at which a quorum was present, and that due notice was given to all members of said membership of the date, time, and place of such meeting and that the Bylaws would be presented for adoption of such meeting.

Dated this 21st day of May, 1988

Roger Sether

Kenneth L. Camp

Amended: May 2007

Amended: May 2010