

Constitution and By-Laws

OF THE

Chemical Engine
Co. No. 1

OF THE

GEORGETOWN FIRE
DEPARTMENT

ADOPTED DECEMBER 14TH, 1915

CONSTITUTION AND BY-LAWS OF THE CHEMICAL ENGINE NO. 1.

The Members of Chemical Engine Company, No. 1, of the Georgetown Fire Department, at a Special Called Meeting held on the 14th day of December, A. D. 1915, unanimously voted to disregard all of their rules which may have previously existed, and adopted the following Constitution and By-Laws for their guidance:—

CONSTITUTION

ARTICLE I—Name.

The name of this organization shall be called "The Chemical Engine Company, No. 1, of the Georgetown Fire Department."

ARTICLE II—Object.

The object of this Company shall be to assist the other companies composing the Georgetown Fire Department in saving the property and the lives, if the necessity arises, of the citizens of Georgetown from destruction by fire.

ARTICLE III—Membership.

The number of active members on the Roll of this Company shall not exceed, at any one time, more than twenty-five.

The number of members on the Honorary Roll of this Company shall not exceed, at any one time, more than twelve living members.

Any male person between the ages of 18 and 45, inclusive, may become a member of this Company upon the compliance with the requirements prescribed in Article III, Sections 1 and 2 of the By-Laws of this Company.

ARTICLE IV—Officers.

The officers of this Company shall be a Foreman, First Assistant Foreman, Second Assistant Foreman, Secretary and Treasurer (one man) and Doorkeeper.

The term of office shall be one year and until their successors are elected and qualified.

ARTICLE V—Meetings.

The regular meeting of this Company shall be held the 4th Tuesday night of every month, in the auditorium of the City Hall, at Georgetown, Texas.

ARTICLE VI—Amendments.

This Constitution may be amended at any regular meeting of the Company, by a two-thirds vote of the members present.

BY-LAWS

ARTICLE I—Quorum.

Six members present shall constitute a quorum for the transaction of business of this Company; however, as many as three shall have the power to adjourn to meet at a future specified time.

ARTICLE II—Order of Business.

The following Order of Business shall be observed at all meetings of this Company, unless changed by unanimous consent at such meetings:

1. First Roll Call.
2. Reading of Minutes.
3. Reports of Committees.
4. Receiving Applications for Membership.
5. Unfinished Business.
6. New Business.
7. Second Roll Call.
8. Adjournment.

ARTICLE III—Membership.

Sec. 1. The form of Application for Membership in this Company and Report of Committee appointed to investigate applicant's reputation, shall be as follows:

Georgetown, Texas,191.....

I hereby make application for membership in the Chemical Engine Company No. 1, of the Georgetown Fire Department. I solemnly declare that I

am.....years and.....months of age; that I have not been discharged unhonorably from any other Company of this Fire Department or any Fire Department in the State of Texas; that I have read the Constitution and By-Laws of this Company and that I will abide by same; that I will honor, respect and obey the commands of the officers of this Company and of the Department, and will, if elected to membership herein, sign the Constitution and By-Laws of this Company in token of my willingness to abide thereby, and declare that I will faithfully discharge the duties incumbent on me as a Fireman.

(Sig.)

We, your Committee appointed to investigate the above applicant for membership in this Company, hereby report that said applicant is of the age above stated; that he is physically capable of rendering service as a Fireman, and that his general reputation for truth and honesty is credible.

(Signed) :

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Committee.

Sec. 2. All Applications for Membership shall be voted upon by ballot. If as many as three votes are cast against an applicant, such action shall bar the applicant from admission to this Company and from making any further application for membership herein for a period of one year.

ARTICLE IV—Election of Officers.

Sec. 1. Every member of this Company shall be entitled to only one vote in the election of each officer of this Company.

Sec. 2. All officers shall be elected yearly at the regular meeting of said Company in January; such election to be by secret ballot if there be more than one Nominee for the same office; if there be only one Nominee it shall be permissible to elect or reject by acclamation.

ARTICLE V—Duties of Foreman.

Sec. 1. The Foreman shall preside at all meetings held by this Company. He shall have the privilege of vacating the chair temporarily in case his name is to be balloted upon at any election.

Sec. 2. The Foreman shall act under the supervision of the Chief of the Department, and obey all orders transmitted directly or

indirectly to him from the Chief, whether it be on the field, at fires, or going to and returning from fires, under the penalty of the charge of insubordination, which charge if proved true, shall constitute sufficient grounds for his dismissal from the Company.

Sec. 3. The Foreman of this Company shall have absolute charge of the apparatus of this Company while fighting fires (subject only to orders of the Chief of the Department), going to or from fires, and shall give all orders to the members of this Company while on duty.

Sec. 4. It shall also be his duty to have the chemical tanks on the truck re-filled immediately after every fire, or see that the same is properly and promptly re-filled.

ARTICLE VI—Duties of Asst. Foreman.

Sec. 1. In the absence of the Foreman the First Assistant Foreman shall be vested with the powers and be responsible for the duties of the Foreman; and in case of the absence of the First Assistant Foreman, then such powers shall be vested in the Second Assistant Foreman, and he shall be responsible for the duties assigned to the Foreman of this Company.

Sec. 2. The First Assistant Foreman shall also have custody of the uniforms, caps and all regalia of this Company, and re-

ceive same from the retiring members and present new members with the necessary regalia, and in general, to care for and preserve the Company's property of this nature.

ARTICLE VII—Duties of Sec. & Treas.

Sec. 1. The Secretary and Treasurer (one man) shall have charge of the Company's records and funds, and shall keep a record of the minutes of all meetings held by the Company.

Sec. 2. He shall collect all moneys due the Company, giving his receipt therefor, and shall disburse money only upon the warrant of the Foreman.

Sec. 3. He shall submit an Annual Report, consisting of an itemized account of all moneys received and disbursed, the names of the members of the Company, and list of supplies and apparatus on hand, etc., to the Chief of the Fire Department; said report to be submitted on the First day of January of each year.

ARTICLE VIII—Duties of Doorkeeper.

Sec. 1. The Doorkeeper shall be in charge of the door when meetings are being held, and allow no one admission except he be a member of this Company, provided nevertheless, that he may admit any person upon the order of the Foreman. No member shall

be allowed to leave a meeting without permission of the Foreman. The Doorkeeper shall also act in conjunction with the presiding officer in maintaining and preserving order.

ARTICLE IX—Delegate.

Sec. 1. A Delegate and an alternate shall be elected each year from the Company to attend the State Firemen's Annual Convention. He shall be governed in his duties as is prescribed in the By-Laws of the Department.

ARTICLE X—Duties of Members.

Sec. 1. Every member of this Company while on duty shall be under the charge and order of the Foreman. No member shall fuss or quibble among themselves or among the members of any of the other companies constituting the Fire Department.

Sec. 2. Every member unless sick or absent from town is expected to go to all fires and meetings of this Company. At fires where the hose is removed from the truck every member of this Company shall remain and help place same back on the truck and answer Roll Call. The Roll shall be called at fires only when the hose is removed from the truck, and shall be called immediately after the hose is replaced on the truck and before return is made to the Fire Station.

Sec. 3. Any member absent from a fire three consecutive times or from a meeting of this Company three consecutive times shall be notified by the Secretary that his name will be dropped from the Roll at the next regular meeting, and his name shall be dropped from said Roll at said meeting unless he renders an excuse for each absence, stating sickness or absence from town caused his absence from the meetings or fires.

Sec. 4. Further, any member absent from a fire or from a regular meeting of this Company shall be fined \$.25 for each offense; provided, however, that such fine shall be remitted if the member was sick or out of town, and such fact is made known to the Secretary of this Company within one week from the date of such absence.

Sec. 5. Fines may also be remitted upon receipt of an excuse deemed reasonable and justifiable by the Company; such action requiring a majority vote only.

ARTICLE XI—Amendments.

These By-Laws may be altered, changed or amended by a two-thirds vote of the members present at any regular meeting or special meeting called for that purpose by the Foreman.

(New Member's Signature.)

FIRE WARDS.

Ward No. 1 is the territory lying North of Oak or 8th Street and West of Brushy Street;

Ward No. 2 is the territory lying South of Oak or 8th Street and West of Brushy Street;

Ward No. 3 is the territory lying South of Oak or 8th Street and East of Brushy Street;

Ward No. 4 is the territory lying North of Oak or 8th Street and East of Brushy Street;

Ward No. 5 is the territory comprised in the blocks adjoining the Square, also known as the "Fire Limit."

Sec. 6. Every member must respond at any time to the Call of this Company. Said Call being three consecutive strokes of the Fire Bell.

Sec. 7. Not more than three members (including the Driver) shall ride on the Motor Truck at the same time. The Foreman shall be one of the three to ride in case he reaches the Fire Station before the truck leaves; otherwise the first two reaching the station first and the driver shall ride.