

# Safe Kids Savannah

## By-Laws

### ARTICLE I NAME

The name of this organization shall be Safe Kids Savannah, herein referred to as the Coalition.

### ARTICLE II PURPOSE

Accidental injuries kill more children annually than all diseases combined;  
Therefore, the goal of this Coalition is to reduce preventable injuries to children in Chatham County.

The objectives include, but are not limited to:

- A. Establish a collaborative and cooperative Coalition consisting of public and private agencies and corporations, as well as individual businesses and citizens to provide a safe environment for the children of Chatham County;
- B. Serve a leadership role in the education of parents, children, educators, health care providers, organizations, political bodies and the community at-large about the impact of childhood injuries;
- C. Serve as a regional referral source/resource center on childhood safety promotion programs and educational materials;
- D. Coordinate or assist in the development, implementation and evaluation of child injury prevention programs;
- E. Influence policy related to reducing the rate of injury morbidity and mortality to children including, but not limited to local and statewide legislation;
- F. Serve as a liaison between Safe Kids Worldwide, Safe Kids Georgia and Safe Kids Savannah;
- G. Focus media attention on the problem of childhood unintentional injuries and encouraging an emphasis on prevention.

### ARTICLE III MEMBERSHIP

#### SECTION 1. Eligibility

- A. Any public or private agency, group, organization, business, or individual concerned with the health and safety of children shall be considered for membership in the Coalition.
- B. Members must endorse the mission, goals and objectives of the Coalition.
- C. Members must participate in a Coalition committee or project of choice.
- D. Coalition members who sponsor, organize, or participate in a childhood safety project or event that clearly aims to achieve the objectives outlined in Article II must formalize their membership in the Safe Kids Savannah Coalition. This must be done by using the official trademarks and service marks of Safe Kids Worldwide, Safe Kids Georgia or Safe Kids Savannah. These trademarks and service marks include:

"Safe Kids Savannah"  
"Safe Kids Georgia"  
"Safe Kids Worldwide"

No written publication, press release, videotape, audiotape, banner, or sign shall contain the phrase "Safe Kids" standing alone. In return for this pledge, the Coalition will assist any Coalition member with organizing and advertising any event that meets the objectives stated in Article II. Prior approval of the above marks is required.

#### SECTION 2. Admission of Members and Terms of Service

- A. Eligible members may be nominated by any Coalition member. The Coalition Board will review the qualifications of the eligible member and may elect the new member with a simple majority vote.
- B. Membership shall be for a period of two years. Agency coalition members may choose to reappoint the current member for another two-year term. At large, members may be considered for reappointment every two years.

#### SECTION 3. Rescinding Membership

Membership shall be automatically rescinded if the member acts contrary to Article II, or if a member fails to meet any requirements for membership outlined in Article III.

ARTICLE IV  
BOARDS AND COMMITTEES

SECTION 1.

Coordinator, employed by the sponsoring agency, oversees and coordinates all activities of Safe Kids Savannah to ensure that the Principles of Performances guidelines, as specified by Safe Kids Worldwide, are met.

SECTION 2.

The Safe Kids Savannah Advisory Board will consist of at least five (5) community leaders committed to carrying out the goals and objectives in Article II. The members will include representatives from 4 public agencies and one member-at-large. The Chairperson of the Executive Board will also serve as the Chairperson of the Advisory Board. Member terms will be for a period of three years.

SECTION 3.

The Safe Kids Savannah Executive Board will consist of the Coordinator, Chairperson, Vice Chairperson, the five Committee Chairs and the Subcommittee chairs. The Executive Board will review the progress and activities of each committee, and develop direction and policies to be implemented.

Under leadership of the Coordinator, the Executive Board will ensure that action plans are developed and program evaluations conducted in a timely manner.

SECTION 4.

The Standing Committees will be:

- 1) Membership
- 2) Resource Development
- 3) Public Relations
- 4) Program
- 5) Advocacy

Each Committee will develop, promote and support injury prevention activities and awareness in their respective area, keeping with the goals and objectives of Article II.

SECTION 5.

Sub-committees and Special committees will be established by the Coordinator and Program Chairperson with approval of the Executive Board and in-put from the Membership, to perform long-term and/or special projects as needed.

SECTION 6.

An emergency response team will consist of the coordinator and chair of the appropriate committee and will be called upon as issues needing immediate attention arise between Executive Committee meetings.

ARTICLE V  
EXECUTIVE BOARD RESPONSIBILITIES

- A. Chairperson must attend, preside over, and share responsibility for the agenda (with coordinator) at all scheduled Coalition meetings. Chair will serve at minimum, a one-year term and no more than two consecutive years, beginning July 1 of each year through June 30 of the following year.
- B. Coordinator will serve as Program Committee Chair, including serving as secretary for Coalition meetings, distributing meeting notices and minutes to Coalition members, serving as liaison between Coalition and media, overseeing a calendar of safety-related events, overseeing educational materials, resource file and mailing lists, working with chair developing agendas and coordinating events and meetings.
- C. Chair Elect will work with the chairperson and coordinator to develop and oversee Coalition meetings/rallies as established in Article VI, Section 2.
- D. Membership Committee Chair will coordinate membership activities, including member recruitment and volunteer appreciation.
- E. Resource Development Committee Chair will oversee financial records of Coalition, develop and implement fund raising activities and resources for the work of the Coalition.
- E. Public Relations Chair will promote Coalition goals, objectives and activities, bringing the injury prevention message to members within the Coalition and to the community.

- F. Advocacy Chair will monitor, report and develop policies to meet Safe Kids Savannah's goals, objectives and mission; acting as a liaison between the policy committee of Safe Kids Georgia, keeping abreast of legislative policy agendas and making recommendations to the Coalition relevant to accidental childhood injury prevention.
- G. Standing Committee Chairs will preside at their respective committee meetings, develop and implement appropriate safety events, appoint subcommittee chairs, serve on Executive Committee, report on committee activities and carry out activities delegated by the Executive Committee.
- H. Subcommittee Chairs will direct subcommittee activities, carry out activities delegated by standing committee chair, report activities to standing committee chair, and serve on and attend Executive Committee meetings.

## ARTICLE VI MEETINGS

### SECTION 1.

- A. The Safe Kids Savannah Executive Board will meet monthly. The Executive Board and the Coalition Board-elect will meet in June for the purpose of planning the following year's activities and calendar.
- B. Safe Kids Savannah Executive Board members shall attend two-thirds (2/3) of the Board meetings annually.
- C. All Coalition members will convene monthly except during July recess in a general assembly meeting to discuss necessary coalition business (to the discretion of the Membership and Program chairs) and provide a forum for committees to meet and submit monthly reports.
- D. Subcommittees will meet on an as-needed basis to be announced by the Subcommittee Chair or Co-chair (if indicated).

### SECTION 2.

Safe Kids Savannah as a Coalition will hold at least one safety event quarterly.

## ARTICLE VII VOTING

Each member of the Coalition shall have one vote. Votes can be done via proxy or absentee ballots. A simple majority will pass or fail issues.

## ARTICLE VIII DUES AND FEES

### SECTION 1.

Dues for membership in Safe Kids Savannah shall be through a donation of an annual \$25 fee per member and/or through active participation in a coalition committee or project.

### SECTION 2.

Costs of educational materials and resources obtained for use by specific Coalition members may require payment from the Coalition member requesting the materials or resources.

## ARTICLE IX AMENDMENT PROCEDURES

### SECTION 1.

The Coalition Board may amend these by-laws, provided that the proposed amendments are approved by a simple majority of the Coalition Board.

### SECTION 2.

Amendments to the by-laws must be submitted in writing to the Safe Kids Savannah office within two weeks prior to the next Board meeting. Their Chairperson and/or Program Chair may wish to discuss the reason(s) for the amendment(s) with the author. Amendments will be mailed to the Board prior to the next Board meeting for review and will be read aloud and discussed at the Board meeting. The amendment will be voted on at the following Board meeting.

