

1895
GUILFORD FILE

CONSTITUTION
AND BY-LAWS

of the

WEST END
HOSE COMPANY

NUMBER FIVE

GREENSBORO, N. C.



GREENSBORO PUBLIC LIBRARY

ORGANIZED

SEPTEMBER 18, 1895

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ORDER OF EXERCISES

1. Calling of roll.
2. Reading minutes of previous meeting.
3. Excuses rendered for absence.
4. Collection of fines and dues.
5. Unfinished business.
6. Reports of committees.
7. Communications read.
8. New business.
9. Name bills ordered paid, and receipts since last meeting.

CONSTITUTION

PREAMBLE

We whose names are annexed, being convinced of the great utility to be derived from a well regulated fire company, and being desirous of rendering every assistance in our power to preserve the lives and property of our fellow citizens from the ravages of that destructive element, fire, have formed ourselves into an association under the name and title of the West End Hose Company, No. 5, and in order to maintain a proper union among ourselves, establish discipline, define duty, insure tranquility, and promote the object for which we are associated, do ordain and adopt the following Constitution and By-Laws for the government of our company, for the support of which we do mutually pledge ourselves.

Orlo Epps,
H. J. Sleight,
F. W. Jackson,
J. A. Leonard,
J. H. Prince,
F. C. Boyles,
J. P. Scott,

D. A. Kirkpatrick,
R. P. Gorrell,
J. N. Apple,
P. R. Coble,
J. M. Carr,
R. L. Hollowell,
G. W. Malcomb,

N. L. Hanner.

MEMORANDUM

The West End Hose Company was re-organized January 19th, 1899, with the following members on the charter roll: H. J. Sleight, J. H. Prince, F. C. Boyles, J. P. Scott, P. R. Coble; J. M. Carr, R. L. Hollowell, G. W. Malcomb, and C. W. Hoechner, who came in by application to the charter roll; and the following new members: J. G. Moore, J. E. Gray, J. C. Olive, C. B. Wilson, H. E. Knight, Ernest Leonard, H. W. Lewis, and W. P. Turner.

The following members came in by application:

1899—May 12th, Arthur Davis and W. B. Hunt.

1900—April 14th, W. A. Kimes.

1901—June 4th, M. F. Grantham.

1902—May 6th, J. M. Hunt; November 4th, H. W. Hunt.

1904—March 1st, G. B. Kirkman and W. C. Thompson; December 19th, L. E. Kirkman.

1905—July 6th, C. J. Knight and B. J. Vestal.

1906—January 2nd, Allen Pedon, S. B. Matlock, and D. Elmer Gray; June 5th, R. E. Rackley.

1907—C. F. Swain and J. F. Aiken.

1908—March 3rd, Wm. B. Ross; April 7th, Frank A. Watson; September 11th, now act-

ive members: H. J. Sleight, J. H. Prince, J. M. Hunt, H. W. Hunt, C. J. Knight, S. B. Matlock, R. E. Rackley, C. F. Swaine, J. F. Akin, W. B. Ross, and Frank A. Watson.

ARTICLE 1

Name

Section 1. This company shall be designated by the name and title of the West End Hose Company, No. 5, of the City of Greensboro, N. C.

Uniform

Sec. 2. The uniform shall consist of such materials and designs as the company may hereafter decide upon, and may be changed at the option of the company.

ARTICLE 2

The Government

Section 1. Its government shall be vested in a President, Captain, Lieutenants, Secretary, and a Treasurer, also an Auditing Committee of three, all of whom shall be elected by ballot at the regular monthly meeting in September of each year, and a Board of Trustees.

ARTICLE 3

Duty of Officers

Section 1. The President shall preside at all meetings of the company, and see that the

laws are properly and impartially executed. He shall also call extra meetings of the company when three or more members petition him to do so; sign all orders on the treasury, when properly signed by the Auditing Committee or passed on at a regular meeting; and discharge such other duties as may pertain to his office.

Sec. 2. The Captain shall preserve the strictest order and discipline among the members, and have exclusive and paramount command of his company at fires, practices, parades and tournaments. In the absence of the President at meeting, the Captain shall preside in his stead.

He shall have oversight of the hose house, team, and driver, and visit it not less than once a week and daily if possible; to see that the hose wagon, horses and driver and such as make up the efficiency of the company are in good condition for immediate use. He shall appear with the insignia of his office when on duty, if possible.

In the absence of the first and second Lieutenants, he shall have power to make temporary appointments to those offices. He may grant leave of absence at his discretion.

Sec. 3. The Lieutenant shall assist the Captain in preserving order and discipline among members while on duty, have charge of the pipe men at fires and parades, and

direct the course of streams under orders from the Captain. In the absence of the Captain the Lieutenant shall assume command of the company and discharge such duties as are required of the Captain.

The Lieutenant shall have charge of the hose wagon at all fires and parades, see that the hose is properly laid, as directed by the commanding officer, pass up and down the line of hose at short intervals and see that there are no kinks, leaks or defects in said line. After the command is given to take up he shall see that the hose are drained of all water and properly packed in the wagon ready for use, that the wagon and team are properly housed after each fire or parade, and report to the captain all needed repairs or equipments. He shall also see that all departments of the house are cleanly kept, and properly lighted at all meetings.

Sec. 4. The assistant Lieutenant shall assist the Lieutenant as directed and shall assume the duties of Lieutenant in his absence.

Sec. 5. It shall be the duty of the Secretary to keep full minutes of all proceedings of the company's meetings, preserve all books, papers and records, give notice of the time and place of meetings, conduct the correspondence of the company, and upon the election, or expulsion, or resignation, of a mem-

ber, immediately notify him. He shall keep a record of all fires and alarms, their extent and cause, if possible, and shall notify the chairmen of all committees of their appointment, stating what the duties of said committees are. He shall keep a correct roll of the members, and have a copy suspended in the apparatus room, so as to mark all fires, absence and attendance of each, furnish the company with a list of delinquents at the end of each quarter. It shall be his duty to call the roll of members before each meeting, and after each fire or parade, noting all absences, and record the receipts at close of each meeting.

Sec. 6. The Treasurer shall keep a regular account between the company and each member thereof, receive all moneys due the company, and hold the same subject to the disposition of the company. He shall keep a regular account of the income and expenditures of the company and exhibit quarterly a financial statement of the financial condition of affairs. All bills against the company must be signed by the Auditing Committee and countersigned by the President before payment is made, except bills passed on at regular meetings, a majority voting in favor of same, when a majority of the members of the company are present at the meeting.

Sec. 7. The Auditing Committee shall consist of not less than three members, and it

shall be their duty to examine all claims against the company, and if same are found correct and in accordance with the laws and constitution of the company, to endorse same. Also, to examine the books and papers of the Secretary and see if the proceedings and minutes are properly kept; to examine the books, papers, and accounts of the Treasurer every three months, and oftener, if they deem it necessary, and make a written report of the same to the company at the next regular monthly meeting. They shall discharge such other duties as may be imposed by a majority vote of the company.

ARTICLE 4

Meetings

Section 1. The annual meeting of the company for election of officers shall be held on the first monthly meeting night in September of each year.

Sec. 2. The anniversary of the company shall be held on the 18th day of September in each and every year, unless that day shall occur on Sunday, in which event it may be held on the 17th or 19th of September.

Sec. 3. The regular meetings shall be held on the first Monday night in each month at the appointed time and place.

Sec. 4. Five members present shall constitute a quorum for the transaction of business.

In the absence of the President and Captain the company may elect a temporary chairman.

Sec. 5. The hour of meeting for the months of October, November, December, January, February, March, shall be 7:30 p. m., and for the other six months of each year 8:00 p. m.

Special Meetings

Sec. 6. It shall be the duty of the Captain to call a special meeting when so requested in writing by five members of the company.

ARTICLE 6.

Application for Membership

Section 1. All letters for admission shall be signed by the applicant, and by two members as a recommendation, and accompanied by an initiation fee of \$5.00, which recommendation shall imply that the person proposed is a man of good moral character, not accustomed to strong drink, and capable of discharging the duties of fireman. The application shall then be read and referred to a committee of three, who shall report at the next regular meeting of the company. If such report be favorable it shall then be determined upon by ballot. If three (3) black balls are cast it shall be considered a rejection of said applicant. Otherwise he shall be declared elected. Upon signing the Constitution and By-Laws he shall be entitled to all

the privileges thereof. In case the above requirements are not complied with previous to the monthly meeting succeeding his election the said applicant shall forfeit his right to membership, unless a sufficient excuse is given and accepted by the company for such failure.

Sec. 2. No discussion shall take place in the hall as to the qualification of an applicant.

Sec. 3. No person shall be eligible to election as a member of this company who is under the age of twenty-one years, or who is over forty years.

Sec. 4. Any member having objection to a candidate for membership, in regard to his moral character, or his inability to perform the duties of fireman, because of the fact that he is addicted to the use of intoxicants shall communicate such objections and the grounds therefor to the committee appointed on application. It will be the duty of the committee to state the grounds of objection to the company before the ballot is taken, not naming the objector, if there is evidence of the grounds given. All fees must be returned to the applicant in case of rejection.

ARTICLE 7

Privileges of Members

Section 1. Any member wishing to propose or argue a question shall arise and

address the chair, nor shall he be interrupted unless out of order. He shall have the privilege of speaking only twice on the same subject, unless by way of explanation or by permission of a majority of the members present. The chairman shall determine questions of order, or refer them to a vote of the members, if called for.

Sec. 2. It shall be out of order for members to carry on a conversation after the meeting has been called to order, and any guilty of such conduct may be fined.

ARTICLE 8

Accusation Against Members

Section 1. All accusations for improper conduct against a member or officer of this company must be made in writing, signed by three members and submitted to the company. The Secretary shall furnish the accused with a copy setting forth the accusations made, and require him to make his defense before the company. If he neglects or refuses to do so within one month, unless prevented by sickness or some other unavoidable cause, or if his defense is not satisfactory to two-thirds of the members present, he shall pay a fine or be expelled.

ARTICLE 9

Death of Members

Section 1. On the death of a member of the company it shall be the duty of the President

or Captain immediately to call the company together, when such action shall be taken as may be deemed necessary.

Sec. 2. It shall be the duty of every member knowing any member to be hurt or sick, to report at once to the Captain, who shall appoint a committee to look after the sick or hurt and render such assistance as necessary.

ARTICLE 10

Demands Against the Company

Section 1. All demands against the company must be presented at a regular meeting and referred to the Auditing Committee, who shall examine and report to the company as early as possible, and if sanctioned by a majority of the members present, shall be approved for payment.

ARTICLE 11

Neglecting to Pay Fines

Section 1. Any member fined and neglecting to pay the same within three months, after having been duly notified by the Secretary, unless a reasonable excuse is given, shall have his name stricken from the roll.

ARTICLE 12

Fines and Penalties Imposed

Section 1. The following fines shall be imposed for neglect of duty, unless a satis-

factory excuse is given: Non-attendance of fires, \$.25; non-attendance of false alarms, \$.25; disobeying the orders of an officer while on duty, \$1.00; absenting or leaving the company at fires without leave, \$1.00; any officer neglecting duty, \$2.00; non-attendance at meetings, \$.25; non-attendance at parades and practices, \$.25.

Sec. 2. Every member shall pay as dues to the company the sum of ten (10) cents per month.

Sec. 3. Every member's account must be balanced on the books at or before each quarterly meeting. Upon failure, unless sufficient excuse be rendered, the company may impose a fine or expel the member so in arrears.

Sec. 4. Any member attending a fire alarm, fire parade, or meeting intoxicated, or becoming so while so attending, shall pay a fine of one dollar (\$1.00) for the first offense and for the second may be expelled.

Sec. 5. Any member lending his uniform or any part thereof, or any of the apparatus from the hose house, except by permission of the company or Captain, or allowing any person not a member to wear it, upon conviction shall be fined fifty (50) cents for the first offense, and for the second may be expelled.

Sec. 6. Indisposition of a member, sickness or death in his family, or absence from the

city, or pressing business engagement, shall be deemed a sufficient excuse for non-attendance at a meeting or duty.

ARTICLE 13

Fires and Alarms

Section 1. At all alarms of fires it shall be the duty of each officer and member to go immediately to the apparatus house, unless the apparatus or wagon is seen or known to be out, to assist in moving the implements to and from the fires, and perform such other duties as may be required by the officer in command, and no person shall leave without first getting permission from the officer in charge.

BY-LAWS

ARTICLE 1

Non-performance of Duty

Section 1. Any member who shall neglect to attend three successive monthly meetings without a good and satisfactory excuse shall be fined or expelled, at the option of the company.

Sec. 2. Any member offering his resignation must send in with it his uniform and all other property of the company, and in addition fulfill any other requirements imposed before his resignation will be considered.

Sec. 3. Any member seeking to create a disturbance at meetings or on duty by quarreling with or abusing another member, shall be deemed guilty of gross misconduct and be fined or expelled.

Sec. 4. Any member appearing in parade not in full uniform shall be fined twenty-five (25) cents, unless his excuse is deemed satisfactory.

Sec. 5. Any member not coming to order when called by the presiding officer shall be fined one dollar (\$1.00); for smoking after the meeting has been called to order, twenty-five cents (25c); for leaving meeting without permission from the chair, fifty cents (50c);

for not stating explicitly the cause of his absence when called on, twenty-five cents (25c).

ARTICLE 2

Honorary Members

Section 1. Any member who shall have served in this company three (3) years may be elected an honorary member by a three-fourths vote of the members present at a regular monthly meeting. Provided, the member be in good standing on the books of the company.

ARTICLE 3

Contributing Members

Section 1. Persons may be elected contributing members of the company, whose proposition shall be indorsed by any two members in good standing, said proposition to be accompanied by an initiation fee of five (\$5.00) dollars. Such members must pay as dues to the company the sum of two dollars and fifty cents (\$2.50) per year in advance each year after initiation.

Sec. 2. Such members, honorary and contributing, shall have access to the hall and apparatus house, and the privilege of attending all meetings, but shall have no voice in the same.

ARTICLE 4

Rules to be Observed

Section 1. After the company is called to order each member shall be seated and uncovered.

Sec. 2. Every member in addressing the chair, or in argument upon a question, shall arise, under a penalty not exceeding twenty-five (25) cents.

Sec. 3. After a debate on any question the chairman shall repeat the motion made before the question is taken or voted upon.

Sec. 4. When two or more members rise at the same time the chair shall decide which one is entitled to the floor.

Sec. 5. Any amendment is at all times in order, and if accepted by the mover of a resolution the question shall be on the motion as amended. If not the amendment shall be the question first under consideration.

Sec. 6. All resolutions shall be rendered in writing.

Sec. 7. A motion to adjourn shall always be in order.

ARTICLE 5

Amending Constitution and By-Laws

Section 1. All motions to alter or amend the Constitution and By-Laws shall be submitted at a regular meeting and acted on at the next regular meeting. All the members

shall be notified by the Secretary of such motion or change, a two-thirds vote of all the members present being requisite for that purpose.

Revisal { J. F. AIKEN,
 W. B. ROSS,
 J. H. PRINCE,
 Committee.

May, 1909.

LIST OF HONORARY MEMBERS

P. R. Coble, D. M. Kirkpatrick,
 J. P. Scott, F. W. Jackson,
 Frank C. Boyles, R. L. Hollowell.

LIST OF CONTRIBUTING MEMBERS

Dr. C. D. McIver, Prof. J. Y. Joyner.

1909—LIST OF ACTIVE MEMBERS

H. J. Sleight, R. E. Rockley,
 J. H. Prince, J. F. Aiken,
 J. M. Hunt, C. F. Swain,
 H. W. Hunt, W. B. Ross,
 J. C. Knight, F. A. Watson,
 S. B. Matlock, P. B. Shaw, Driver.

OFFICERS

PRESIDENT

CAPTAIN

FIRST LIEUTENANT

SECOND LIEUTENANT

SECRETARY

TREASURER

AUDITING COMMITTEE

TRUSTEES

NEW MEMBERS

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