

Fort Monroe Spouses and Civilians Club
Fort Monroe, Virginia

November 20, 2008

Constitution

Article I
Name and Purpose

Section 1- The name of this organization shall be Fort Monroe Spouses' and Civilians' Club, Fort Monroe, Virginia hereafter referred to as FMSCC. It is a Type Three independent, private association established pursuant to the provisions of DODI number 1000.15, October 23, 1997 and Army Regulation (AR) 210-22 (2001). FMSCC is not an instrumentality of the United States Government.

Section 2- The purpose of FMSCC shall be to foster and promote social, educational, and cultural activities among its members and to support activities that benefit the Army of the United States.

Section 3- FMSCC is a non-profit organization. No net earnings of the organization shall benefit any officer, director, or member of FMSCC except for scholarship awards.

ARTICLE II
General Provisions

Section 1- This organization operates and exists on a military installation only with the consent of the Garrison Commander. This consent is contingent on compliance with the requirements and conditions of Army regulation AR 210-22 (2001).

Section 2- All members will understand that they will be personally liable if assets of FMSCC are insufficient to discharge liabilities. In addition, all members are required to read the FMSCC Constitution and Bylaws as a condition of membership. These documents are available upon request and appear on our website.

ARTICLE III
Membership

Section 1- FMSCC does not discriminate in membership on the basis of race, color, religion, national origin, gender, mental or physical disability.

Section 2- Honorary Members

- a. The President may invite such persons as deemed appropriate to be honorary members for one year upon approval of the Board.
- b. Honorary members shall have all the rights of active members except for voting and holding elective office.

Section 3- Active Members

- a. Membership shall be open to the following:
 1. Active or retired members of the Armed Forces of the United States, their spouses and eligible family members. Eligible family members must have DOD ID cards.
 2. Widows/widowers of members of the Armed Forces of the United States.
 3. DOD civilian employees of Fort Monroe and/or their spouses.

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4. Foreign nation liaison officers assigned to Fort Monroe, their spouses and eligible family members. Eligible family members must have DOD ID cards.
- b. Members shall pay the dues prescribed.
- c. Members shall be eligible to participate in all activities.
- d. Members shall be eligible to vote and serve on the Board.

Section 4- Associate Members

- a. Associate membership may be extended to all other Fort Monroe personnel and/or their spouses at the discretion of the Board.
- b. Associate members shall pay dues and have the right to vote but cannot serve on the board.

ARTICLE IV Officers and Governing Body

Section 1- The Honorary President and Advisor shall be:

- a. The spouse of the Commanding General TRADOC, or designee, and the spouse of the TRADOC Command Sergeant Major shall be invited to serve as Honorary Presidents.
- b. The spouse of the CG TRADOC, has the option to appoint additional advisor(s) to the FMSCC governing board.

Section 2- The Elected Officers shall be the President, First Vice President, Second Vice President, Secretary, and Treasurer.

Section 3- The Executive Board shall be the Honorary Presidents , Advisor(s), elected officers and the Parliamentarian.

Section 4- All members of the Executive Board of the FMSCC must hold active membership status.

- a. No elected officer shall hold more than one office at a time.
- b. No elected officer shall be eligible to serve more than two (2) consecutive terms in the same office.

Section 5- The Governing Body of FMSCC, hereafter referred to as the Board, shall be:

- a. The honorary officers, the advisor(s), the elected and appointed officers.
- b. The chair of each standing committee e.g.: Membership, Publicity, Reservations, Building Coordinator, Hospitality, Fundraisers, Ways and Means, Welfare, and Scholarship.
- c. All members of the Board must have active membership status in order to assume board duties.

Section 6- The Voting Members of the Board shall be the elected and appointed officers and the chair of each standing committee .

Section 7- Non-voting Members of the Board shall be the honorary officers, advisors, the President (except in the case of a tie), the Parliamentarian and the unit representatives.

Section 8- The Board shall determine the policies and procedures under which FMSCC operates. The Board shall be the final authority on all actions and recommendations of the standing and special committees.

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ARTICLE V Meetings and Quorums

Section 1- A current issue of Roberts's Rules of Order shall be the parliamentary authority of the FMSCC.

Section 2- The general membership shall have meetings at least four (4) times per Club year.

Section 3- A quorum will be necessary to conduct business at a general membership meeting. This quorum consists of 20% of the voting members. Should a quorum not be present, a telephonic or electronic vote may be initiated at the discretion of the President and ratified at the next general membership meeting. A simple majority will constitute a valid vote.

Section 4- The Board shall meet at the request of the President or request of five (5) or more of its members and meet at least nine (9) times per Board year.

Section 5- A quorum of the Board will be necessary to conduct the business of the Board. A quorum of the Board consists of 51% of the voting members of the Board. Should a quorum not be present, a telephonic or electronic vote may be initiated at the discretion of the President and ratified at the next Board meeting. A simple majority will constitute a valid vote.

ARTICLE VI Activities

The FMSCC Activities are:

- a. Regular meetings of the general membership.
- b. Special activities such as classes, groups of special interest and VA Bingo.
- c. Fund raising activities such as opportunities, bazaars and auctions.
- d. Disbursement of welfare funds.

ARTICLE VII Finance

Section 1- Funds raised by the Club shall come from the membership, interest on bank accounts, and other fund raising events subject to the approval of the Garrison Commander.

Section 2- The Club's money will be kept in one (1) bank account consisting of the Operating Fund and the Welfare Fund.

- a. The Operating Fund includes membership dues, interest, money from opportunities, money from Ways and Means, and up to 10% of the net profit from major fundraisers. The transfer from the Welfare Fund to the Operating Fund may be made only to maintain solvency in the Operating Fund and is subject to Board approval.
- b. The Welfare fund includes profits from all other fundraising activities.
- c. Fundraisers are to last no longer than one (1) board year. After one (1) year, the fundraising item will be designated as ways and means unless decided by the Board to continue as a fundraiser.

Section 3- At the end of the term of office of the Board, there shall remain in the Operating Fund a cash start up of no less that \$1000.00 which is used only in the event of the dissolution of FMSCC.

Section 4- At the end of the term of office of the Board, there shall remain in the Welfare Fund a cash start up of \$250.00.

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ARTICLE VIII Amendments

Section 1- This Constitution may be amended by a two thirds (2/3) vote of the members present at a general membership meeting.

Section 2- Proposed amendments to the Constitution must be announced at the previous general membership meeting or be published not less than two weeks before the voting date.

Section 3- Amendments to the constitution will become effective upon approval of the general membership and subject to the final approval of the Garrison Commander.

Section 4- Bylaws may be adopted, amended or repealed by a two thirds (2/3) majority of members at a general membership meeting provided that a quorum of twenty percent (20 %) of the voting membership is present. Amendments to the Bylaws shall then be submitted to the Garrison Commander for approval. Approved revisions of the Bylaws must be made known to the general membership.

Section 5- Amendments to the Constitution and Bylaws shall not conflict with Army or TRADOC regulations and/or directives.

ARTICLE IX Review and Revision

This constitution will be reviewed every two years or upon request of the President or Parliamentarian. A special committee chaired by the Parliamentarian will review this Constitution and the accompanying Bylaws at the direction of the Garrison Commander. This committee's report will first be presented to the Board followed by presentation to the general membership. If no revision is required, a statement to that effect will be filed with the Garrison Commander and placed in the FMSCC policies and precedents file.

ARTICLE X Dissolution

Section 1- Dissolution of the FMSCC may be accomplished:

- a. By a majority vote of the general membership at a regular or special meeting provided a quorum is present.
- b. By or upon direction of the Garrison Commander.

Section 2- In case of dissolution:

- a. Monies and or assets contained in the Operating Fund shall be used to satisfy outstanding debts, liabilities and obligations. The balance of these assets shall be transferred to Welfare Fund.
- b. Monies and/ or assets remaining in the Welfare Fund shall be given to qualifying welfare

- organizations at the discretion of the seated board with the approval of the general membership.
- c. Any physical property belonging to the FMSCC must be dispersed prior to dissolution.

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This Constitution supersedes all previous Constitutions and amendments. It is effective upon adoption by an affirmative vote of two-thirds (2/3) majority of members at a general membership meeting providing that a quorum of twenty percent (20%) of the voting membership is present.

Approved by a majority vote on: November 13, 2008

Reviewed and revised by the
Constitution and Bylaws Review Committee
September 2008

Jackie Place
FMSCC President 2008-2009

Libby Garrett
FMSCC Secretary 2008-2009

Nicki Seger
FMSCC Parliamentarian 2008-2009