

# Shaw Spouses' Club Constitution

## Article I Name

The name of the organization is the Shaw Spouses' Club (SSC).

## Article II Authority

1. The SSC will be a private, self-sustaining, non-profit, independent organization as defined in Air Force Instruction 34-223 and in accordance with all applicable civil and military laws and regulations.
2. This Constitution is the SSC's request to operate as a private organization on Shaw Air Force Base, it is not part of the Department of Defense nor any of its components and has no governmental status.
3. The SSC charitable component is a private, non-profit organization, organized in accordance with Internal Revenue Codes as a 501(c)(3) welfare organization.

## Article III Purpose

The purpose of the SSC is to disseminate information of interest and value to its members and to foster, protect and preserve the ideals of charity, benevolence and good fellowship in keeping with the ideals of the United States Armed Services.

## Article IV Membership

1. Membership in the SSC is voluntary.
2. Classification, responsibilities, rights and privileges will be defined in the Bylaws; provided, however, that membership will not be denied to anyone because of age, race, religion, color, national origin, disability, ethnic group or gender.
3. Membership requires dues as defined in the Bylaws Article IV.
4. Members must remain in good standing; a member in good standing will be defined as one whose dues are paid in full.

## Article III Administration

1. The SSC will be governed by the Governing Board (GB) which will be composed of a membership elected Executive Board and the appointed Chairpersons of all standing and special committees in accordance with the terms and job descriptions set forth in the SSC Bylaws Article VIII.
2. The Executive Board of the SSC will be composed of the Honorary Adviser(s); Parliamentarian; President; Vice President; Secretary; Treasurer.

## Article IV Meetings

1. The business of the SSC will be conducted at regularly scheduled meetings of the Governing Board, general membership and/or special meetings, as described in the Bylaws.
2. Special meetings may be called by the President provided all members are given reasonable notice as set forth in the Bylaws.
3. Voting by the Governing Board and General Membership will be conducted in accordance with the Bylaws, specifically, quorums and majority rule as defined in Article XI.

## Article V Parliamentary Procedure

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* will govern the SSC in all cases to which they are applicable, provided they are not inconsistent with the SSC Constitution and/or Bylaws.

The SSC is a private organization. It is not part of the Department of Defense nor any of its components and has no governmental status.

## **Article VI Amendments**

The Constitution and Bylaws will be reviewed biennially by the Constitution and Bylaws Committee; proposed amendments to this Constitution will be submitted, in writing, to the Constitution and Bylaws Committee before being submitted to the Governing Board and General Membership for approval.

## **Article VII Funding**

1. Funding for SSC activities will come from monthly dues and various fund raising activities, as outlined in the Bylaws and in compliance with AFI 34-223, all applicable Private Organization Air Force Instructions and regulations, the Internal Revenue Service (IRS) regulations and with the approval of the 20th Wing Commander or designee.
2. No part of any monies in the custody of the SSC shall be used to the benefit of, or be distributed to its members or other persons or entities in a manner inconsistent with its purpose stated herein.
3. The SSC fiscal year end is 31 May.

## **Article VIII Liability**

Liability and bonding insurance commensurate with the risk involved will be obtained by this organization for its sponsored activities and persons, unless waived by the appropriate base authority.

## **Article IX Disposition of Assets**

Dissolution and dispensation of assets require: General Membership approval; written notice to the 20FSS/CC; payment of all debits; donation of historical items; dispensation of charitable funds described in By-Laws Article XVI.

## **Article X Adoption**

This Constitution and all subsequent amendments thereto will become effective upon adoption by an affirmative vote of 2/3 of the General Members and approval by 20th Wing Commander or designee.