

Fort Detrick
Sergeant Audie Murphy
Chapter By- Laws

THE SERGEANT AUDIE MURPHY CLUB ASSOCIATION

ARTICLE I TITLE

1. The organization shall be known as **THE SERGEANT AUDIE MURPHY CLUB ASSOCIATION**, Fort Detrick Chapter, herein after referred to as the “*association.*” The mailing address will be: Fort Detrick Sergeant Audie Murphy Club Association, P.O. BOX 1307, Frederick, MD 21702. This organization will operate on Fort Detrick, with the written consent of the commander. *IAW MEDCOM REG 215-2 dated 16 Dec 2005.*

ARTICLE II GENERAL PROVISIONS

1. This organization shall contribute to the advancement and improvement of the quality of life on the installation.
2. This association is not an instrumentality of the United States. It will be self-sustaining, and will not receive financial assistance from the Army or non-appropriated funds.
3. This association fully supports the Fort Detrick policy on equal opportunity and will not discriminate in membership eligibility on the basis of race, color, religion, national origin, or sex. This association will neither accept invitations from, nor participate in, any activity or organization that does not conform to Fort Detrick policy, or that discriminates on the basis of race, color, religion, national origin, or sex.

ARTICLE III AIMS AND OBJECTIVES

1. To promote greater recognition of the NCO Corps and perpetuate those Army and unit traditions that contributes to esprit de corps and superior performance of duty.
2. To foster public understanding and support of the **Sergeant Audie Murphy Club.**
3. To preserve and foster the spirit of fellowship among former, present, and future members of the **Sergeant Audie Murphy Club** by an organization through which they may unite in bonds of comradeship.
4. To foster respect and confidence between superiors and subordinates by teaching outstanding loyalty, discipline, professionalism, and caring.

ARTICLE IV MEMBERSHIP

1. **MEMBERSHIP:** Membership in the association is voluntary. The majority of membership will be composed of the Department Of Defense (DoD) personnel. Membership eligibility is set forth below:
 - A. **REGULAR MEMBERSHIP:** All individuals who have been previously inducted into the Sergeant Audie Murphy Club or the Sergeant Morales Club are eligible for regular membership.
 - B. **HONORARY MEMBERSHIP:** Active duty soldiers in the grade of E-8 or above who demonstrate the leadership qualities and attributes of those inducted into the Sergeant Audie Murphy Club recommended by any regular member.
 - (1) The governing council shall review the qualities and attributes of honorary membership nominees and make recommendations to the general membership. Honorary membership will be granted upon review and approval by the MEDCOM CSM.
 - C. **ASSOCIATE MEMBERSHIP:** Non- DoD personnel who are not otherwise eligible to become regular or honorary members but who support the aims and objectives of the Association, may be recommended and granted associate membership following the same procedures for honorary members in paragraph 1.b (1) of this article. Honorary and associate members shall be non-voting members.
2. **REMOVAL OF MEMBERSHIP:** Any member may be removed from the membership roll for conduct unbecoming of a member, upon recommendation and approval by the MEDCOM CSM. Membership roll will be notified by mail.
3. **VOTING:** Regular members, deemed active, shall have the right to vote on all matters properly brought before a general meeting. Each regular member gets one vote. Any regular member receiving a salary or payment for association duties will become a non-voting member.
4. **TERM OF MEMBERSHIP:** Membership shall remain in force as long as the MEDCOM CSM has not removed the member. Active membership is defined as attending four or more meetings in a calendar year and participating in three or more community or recreational events in a calendar year.
5. **WITHDRAWAL OF MEMBERSHIP:** Any member may resign membership by written notice to the President.

ARTICLE V OFFICERS AND GOVERNING COUNCIL

1. **COMPOSITION:** The governing council will be, ideally, composed of 6 regular members. The officers of President, Vice-President, Secretary, Treasurer, Historian and Public Affairs Representatives will be elected by majority vote of the regular members present at the scheduled election meeting. The position of the Advisor will be nominated by the President and outgoing Advisor and approved by the AMEDDC&S CSM.
2. **ELIGIBILITY FOR OFFICE:** All regular members shall be eligible for office unless they can not serve at least three months in that position before PCS or ETS.
3. **DUTIES:** The governing council of the association shall administer the affairs of the association in accordance with the association by-laws, and all applicable Army and Fort Sam Houston regulations. Specific duties are set forth below:
 - A. President: It shall be the duty of the President to:
 - (1) Preside at all general membership and governing council meetings. The President shall only vote to break a tie:
 - (2) Ensure the By-laws are upheld.
 - (3) Call membership meetings.
 - (4) Appoint all committee chairpersons.
 - (5) Serve as ex-officio member of all.
 - B. Vice-President: It shall be the duty of the Vice-President to:
 - (1) Assist the President and perform the duties of the President in the President's absence.
 - (2) Assume the duties of the President should the office become vacant.
 - (3) Validate and assess all completed and ongoing committee work.
 - (4) If unwillingly or unable to perform duties in the long-term absence of the President, can call for a special election.
 - C. Secretary: It shall be the duty of the Secretary to:
 - (1) Keep a record of the association council meetings.
 - (2) Keep a record of the association general meetings.

(3) Maintain the permanent file of all records pertaining to the association.

(4) Write all correspondence for the association.

(5) Notify members as to time and place for meetings.

D. Treasurer: It shall be the duty of the Treasurer to:

(1) Keep an itemized account of all receipts, disbursements, and all supporting vouchers and records from the association fund.

(2) Collect all dues.

(3) Disburse funds as may be directed by the council upon proper vote by the general membership.

(4) Present a written monthly and yearly financial report to the council.

(5) Use sound business practices and generally accepted accounting principles in maintaining the accounting records.

(6) Maintain inventory of all property.

E. Public Affairs Representative: It shall be the duty of the Public Affairs Representative to:

(1) Coordinate all publicity, advertisement, and protocol for dignitaries.

(2) Conduct liaison with all outside agencies and the general public.

F. Historian: It shall be duty of the Historian to:

(1) Chronicle and maintain the history of the association.

(2) Maintain the Brigade Wall.

G. Advisor: It shall be the duty of the Advisor to:

(1) Assist the AMEDDC&S CSM with any issues or taskings that the AMEDDC&S CSM deems should or will be handled by the Association.

(2) Serve as a direct liaison between the AMEDDC&S CSM and the Association.

4. **TERM OF OFFICE:** The terms of office shall be 1 year, unless otherwise amended. Members may serve more than 1 term but the President will be limited to two terms.

5. **NOTICE OF ELECTION:** Elections will be announced 2 months prior to the election meeting through the Fort Detrick Standard. Also the Secretary will notify each member.
6. **ELECTIONS:** Governing council members will be elected and installed annually during the February meeting. Election will be conducted by electronic or written ballot. Candidates wishing to run for office but will not be present at the election meeting will submit written notification to that effect to the Secretary.
7. **VACANCIES:** If the President vacates office during his term, the Vice-President shall assume the duties of the President for the remainder of the term. If any other officer vacates his office during the term, a special election will be held at the next regularly scheduled meeting of the association. Upon learning of the vacancy, notice of special election will be made in accordance with paragraph 5 of this article. The candidate who receives a majority vote from the voting membership present will fill the office. The office will be held throughout the remainder of the term.
8. **SUSPENSION OF ELECTION:** The governing council may suspend elections of the association, fill any vacancy, or extended any term, during time of declaration of war by the Congress of the United States or during a national emergency proclaimed by the President of the United States. Such suspension shall not exceed 1 year following termination of war or national emergency.

ARTICLE VI BOARD OF DIRECTORS

1. **COMPOSITION:** The Advisory Board of Directors shall ideally consist of 8 individuals selected by the majority vote of the governing council. Nominees shall come from past presidents, past council members, Master Sergeants promotable, Sergeants Majors and Command Sergeants Major that are either regular or honorary members.
2. **TERM OF OFFICE:** The term of advisory board member shall be 2 years, or until retirement or PCS whichever is sooner.
3. **APPOINTMENT:** the governing council shall select Members of the Advisory Board of Directors during a special meeting of the governing council after it is elected in February and prior to the next scheduled general meeting.
4. **DUTIES:** The Advisory Board of Directors shall advise and assist the governing council in the conduct of association affairs. They will take action to make the association a useful and honorable institution in advancing the proper role of the NCO Corps.

ARTICLE VIII FINANCES

1. **STANDING COMMITTEE:** The governing council will biannually appoint the finance and audit committee. The committee shall consist of at least 3 but no more than 5 members who hold no office or a qualified auditor. An audit will be conducted upon the election of a new treasurer.
2. **DUTIES:** The finance and audit committee duties shall include engaging and discharging auditors, reviewing audit policies and financial controls, examining audit reports, meeting with the association's financial staff on a regular basis, and reviewing all financial and budgetary matters of the club.
3. **DISBURSEMENT:** The President and Treasurer shall both be required to sign for release of funds. All use of funds shall be voted upon in a governing council meeting.
4. **BONDING:** when any official or member of the association has access to funds that exceed \$1,000, bonding insurance will cover that position.
5. **TAXES:** This association will comply with all Federal, State, and local tax laws.
6. **DUES:** Association dues for all members will be \$10 per month. Dues will be collected at the monthly meetings.
7. **FUND RAISING:** All fund raising activities will be conducted in accordance with Federal and State laws and regulations and shall have prior approval by the installation commander.

ARTICLE IX ADOPTION AND AMENDMENTS

1. **STANDING COMMITTEE:** The governing council will annually appoint a committee. This committee shall be comprised of at least 3 but no more than 5 members of the governing council and/or advisory board of directors. Additionally, the Vice-President and the Secretary shall be members of the committee to review the bylaws.
2. **DUTIES:** The committee's will examine the current bylaws, receive proposed amendments, and make recommendations for change.
3. **AMENDMENTS:** A proposed amendment will first be approved by a 2/3 vote of the governing council. All approved amendments will be ratified by a majority vote of the regular membership present at the next scheduled meeting. All ratified amendments are subject to the final approval of the installation commander.

ARTICLE X DISSOLUTION

1. If the association is ever dissolved, funds in the treasury will be applied to meet any outstanding debt, liability, or obligation. The balance of these funds will be disposed of in accordance with the majority vote of regular members present. No portion of the funds will be dispersed to any member of the association. In the event liabilities exceed assets, the entire membership will be personally liable in a pro-rata share.
2. Members may be personally liable for debts or claims against the private organization (PO) only to the extent that they authorize, ratify, or participate in the debt, claim or tort.