

**BY LAWS of the *Carlisle Barracks and Cumberland Valley Chapter*
ASSOCIATION OF THE UNITED STATES ARMY**

ARTICLE I: TITLE

This organization, chartered under the authority of the Association of the United States Army shall be known as the Carlisle Barracks and Cumberland Valley Chapter of the Association of the United States Army.

ARTICLE II: AIMS AND OBJECTIVES

The aims and objectives of the Carlisle Barracks and Cumberland Valley Chapter of the Association of the United States Army shall be wholly educational, literary, scientific; fostering esprit de corps, dissemination of professional knowledge, and the promotion of the efficiency of the Army components of the Armed Forces and the United States of America; and by local action to further the aims and objectives of the Association of the United States Army.

The chapter serves as a liaison between the Association and local community to identify and address issues important to its membership as well as to help educate the public about the need for a strong Army and national defense. Accordingly, the Chapter seeks opportunities to advocate for a strong Army and champion support for those who continue to serve. Consistent with the establishment of the Chapter at Carlisle Barracks, our primary objectives include:

- Enhancing the Army War College experience for our emerging senior leaders.
- Supporting Soldiers and their families, retirees and veterans.
- Fostering a caring community committed to those who support the Army.
- Promoting education and awareness of important Army issues.

The Chapter will neither propagate extremist activities nor advocate violence against others or the violent overthrow of the Government. The Chapter will not conduct activities that discredit the Department of the Army, Department of Defense, or the Federal Government. The Chapter will not impose a financial obligation on the U.S. Army or any NAFI, nor will the Chapter compete with any authorized U.S. Army NAFI activity.

ARTICLE III: REGIONAL AREA

The regional area encompassed by the Carlisle Barracks and Cumberland Valley Chapter of the Association of the United States Army shall include Carlisle Barracks, the Borough of Carlisle, and the counties of Adams, Blair, Cumberland, Fulton, Franklin, Huntingdon and portions of Cambria and Bedford counties.

The Carlisle Barracks and Cumberland Valley Chapter, as a private organization, may conduct activities on Carlisle Barracks with the consent of the installation commander under the provisions of AR 210-22.

ARTICLE IV: MEMBERSHIP

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SECTION 1. ELIGIBILITY AND CLASSES. Membership in Carlisle Barracks and Cumberland Valley Chapter of the Association of the United States Army shall be open to those persons residing in, or with place of business in, the regional area designated in Article III above or those who reside outside this area but expressly request to be affiliated with this chapter, and to those who subscribe to Article II of these By-Laws. Types of membership shall include Individual, Life, and Corporate. Others may become members by specific request to National Headquarters. The Chapter may institute Honorary memberships, which will not be carried as such on National rolls. National sustaining member companies will not be members of this Chapter but National sustaining member designees will be affiliated with the Chapter as individual members. Corporate members will be affiliated with the chapter and corporate member designees will be enrolled as chapter individual members. The Chapter activities will not seek to deprive individuals of their civil rights.

SECTION 2: TERMS OF MEMBERSHIP. Membership in the Carlisle Barracks and Cumberland Valley Chapter of the Association of the United States Army shall remain in force so long as the member remains in a current status by payment of dues to National; conduct does not bring discredit on the Chapter, AUSA or the U.S. Army; and maintains good standing with and meets the additional requirements of the Carlisle Barracks and Cumberland Valley Chapter as approved by National.

ARTICLE V: ORGANIZATION STRUCTURE

SECTION 1: COMPOSITION AND ELIGIBILITY. The officers of the Carlisle Barracks and Cumberland Valley Chapter of the Association of the United States Army shall consist of a president, a first vice-president, a vice president for Noncommissioned Officers/Enlisted Affairs, a vice-president for membership, a vice-president for programs, a secretary, and a treasurer. The president and first vice-president shall be elected by a majority vote of the membership assembled. The secretary, treasurer, and vice-presidents are appointed by the president. Other officers may be appointed by the president as necessary. Active Component and National Guard and Army Reserve personnel on extended active duty may hold elected office at the chapter level only with the advice and consent of their Ethics Counselor before consenting to serve in an elected office.

SECTION 2: BOARD OF DIRECTORS. The Board of Directors shall be appointed by the Chapter president with the approval of the majority of the Board members assembled. The Board of Directors should include, at a minimum, at least one active duty member of the Army, at least one senior active member of the Army National Guard, at least one senior active member of the United States Army Reserve, one retired or active duty noncommissioned officer, and two corporate members. The president and vice-presidents of the Carlisle Barracks and Cumberland Valley Chapter shall serve as ex officio members of the Board of Directors.

SECTION 3: EXECUTIVE COMMITTEE. The executive committee shall consist of the president,

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vice-presidents, secretary, treasurer, immediate past president, and one corporate member.

SECTION 4: STATUS AND POWERS. The Board of Directors shall be the governing body of the Carlisle Barracks and Cumberland Valley Chapter. They govern in accordance with the By-Laws of the Carlisle Barracks and Cumberland Valley Chapter. The executive committee shall have the power to act in the board's name in situations requiring decisions before the next scheduled board of directors meeting. The executive committee will meet monthly at the call of the president.

SECTION 5: TERM OF OFFICE. Officers elected shall serve a term of not more than two years, and are eligible for re-election. At the discretion of the Board of Directors, elections may be staggered so that not all officers change at the same time. If a special election is required to replace an officer who is unable to complete his or her term, the newly elected officer shall complete the term of the officer he or she replaces.

SECTION 6: VACANCIES. A vacancy in any office occurring as a result of death, resignation, or otherwise, may be filled by the President for the unexpired portion of such term.

SECTION 7: NOMINATIONS AND ELECTIONS. The Carlisle Barracks and Cumberland Valley Chapter of the Association of the United States Army shall seek nominations and hold elections in accordance with Roberts Rules of Order.

SECTION 8: DUTIES OF OFFICERS.

President: Principal executive officer of the chapter. Presides at the meetings of the Executive committee and at General Membership Meetings. Appoints, with the concurrence of the Executive Committee, any non-elected officers and committee chairpersons. Responsible for insuring a sound organization and effective overall chapter management.

First Vice President: Assists the president in the overall management of the chapter. Presides in the president's absence. In the event the president is no longer able to serve, assumes the duties of the president until a special election can be held.

Vice President for Noncommissioned Officers/Enlisted Affairs: Act as the principal advisor for Noncommissioned Officers/Enlisted Affairs and serves as the Boards primary point of contact for liaison with senior NCO's at installations within the Chapter's regional area. Establishes visibility and awareness of AUSA's commitment to enlisted soldiers and their families in both active and RC units. Encourage support of AUSA by senior NCO's, especially CSMs and First Sergeants.

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Vice President for Programs: Serve as chief operating officer responsible for developing the Chapter's annual plan and coordinating planned events and activities. Plan and oversee annual fund-raising activities, and assist other vice presidents in forming program committees.

Vice President for Membership: Principal advisor for AUSA membership activities. Responsible for tracking, reporting and initiating activities to recruit and retain members, and recommend policies pertaining to membership.

Vice President for ROTC Affairs: Principal advisor concerning ROTC/JROTC programs and activities within the Chapter regional area. Serve as the Chapter's primary point of contact to establish relationships with regional ROTC/JROTC organizations. Establishes visibility and awareness of AUSA's initiatives and coordinates Chapter support to recognize and support regional programs and participating cadets to the extent the BOD authorizes.

Vice President for Communications: Principal advisor for Chapter communications initiatives and activities focused on keeping Chapter members informed. Develop and maintain a web presence and means of regularly communicating with Chapter membership.

Secretary: Serves as primary administrative officer for the chapter. Keeps minutes of all chapter meetings. Responsible for reporting of chapter activities to National, maintains membership rosters.

Treasurer: The Treasurer is responsible for:

- a) Proper receipt and disbursement of funds belonging to the chapter and the safeguarding of funds and other assets.
- b) The maintenance of necessary accounting records and the preparation and submission of financial reports as outlined in the chapter administrative procedures.
- c) Maintenance of relations with banks and other financial institutions.
- d) Preparation of written procedures governing financial administration for approval by the Executive Committee.
- e) Submitting to the Treasurer at National, on forms provided by National Headquarters, financial reports covering the calendar year. Date of submission will be as indicated by the National Treasurer.

When considered necessary because of the volume of the workload, the President may appoint an Assistant Treasurer.

SECTION 9: COMMITTEES. Committees may be formed by the president as required. Examples include committees formed to support specific programs or events (e.g. Strategic Art Film Program, annual Golf Outing fundraiser, Carlisle Barracks County Fair Welcome table, etc...).

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ARTICLE VI: FINANCIAL CONTROLS

Financial administration will be conducted in accordance with written procedures approved by the Board of Directors, and in accordance with principles prescribed by National.

The chapter derives its legal existence from the charter for the Association of the U.S. Army, incorporated in the District of Columbia on 5 July 1950, and operating as an educational organization exempt from Federal income taxation under the terms of Section 501 (c) (3) of the Internal Revenue Code.

Financial administration will be conducted in accordance with written procedures approved by the Board of Directors to ensure compliance with AUSA National guidance and AR 220-10.

Neither the Federal Government nor Carlisle Barracks will have any liability for the Chapter's actions or debts.

Public and Association Professional liability insurance coverage for the Chapter and its officers is provided by AUSA National for permitted activities of the chapters. The Chapter will not incur debts beyond its financial capacity to make payments when due. The Chapter will ensure that all required Federal, State and jurisdictional laws are met. Chapter members will not be held liable for debts of, or claims against, the Chapter.

The Chapter will reimburse the U.S. Army for utility expenses, unless use is incidental.

ARTICLE VII: MEETINGS

SECTION 1: General Membership Meetings. An annual meeting of the general membership for the purpose of electing chapter officers shall be held as required. The officers elected will be installed effective the first month after the election. Regular meetings will be held on dates to be fixed by the president. At least three general membership meetings shall be held each operating year.

SECTION 2: Board of Directors Meetings. Board of Directors meetings shall be held quarterly.

SECTION 3: Executive Committee Meetings. The Executive Committee shall meet monthly.

SECTION 4: Quorum. A minimum of twenty-five members present shall constitute a quorum for the conduct of business at a chapter general membership meeting.

SECTION 5: Authority to Operate on DOD Installation. The installation commander may revoke the permission for the Chapter to operate within the installation's boundaries at any time.

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ARTICLE VIII: AMENDMENTS

These by-laws may be amended by any general membership meeting at which a quorum is present and voting, provide advance notice of fifteen days or more of such proposed amendment has been given, and provided further that such change has been approved by the National Association.

ARTICLE IX: DISSOLUTION

In the event that this chapter shall cease to exist for any reason, all assets remaining after all obligations have been satisfied will be transferred to National headquarters.

These By-Laws revised by the chapter membership on 20 June 2017.

ROBERT S. HUME
Chapter President

Approved at the National Headquarters on June 2017 by COL (Ret) Stanley Crow, Director, Chapter and Region Support & National Guard Affairs, AUSA (For the Council of Trustees).

* Last By Laws approved at the National Headquarters on 19 March 2010
By John G. Davies, COL Ret. Dir. Chapter Activities, AUSA (For the Council of Trustees)