

2023 - 2024
CONSTITUTION
LOS ANGELES AIR FORCE AND SPACE FORCE SPOUSES' CLUB

ARTICLE I – Name

This club is known as “Los Angeles Air Force and Space Force Spouses’ Club” (SC). The SC operates on a military base only with the consent of the installation commander or his or her representative. Operation is contingent on compliance with the requirements and conditions of all applicable regulations. It is a private organization. It is not a part of the Department of Defense or any of its components, and it has no governmental status.

ARTICLE II – Purpose and Mission Statement

SECTION 1 Purpose The purpose of the SC will be to promote social, cultural, philanthropic, and recreational activities among its members of the SC by cultivating connections and fostering a strong sense of community within the entire LA SFB community. This includes active engagements with neighbors, organizing community walks to strengthen connections, championing inclusivity, facilitating the development of a closely-knit community, and supporting the establishment of special interest groups.

SECTION 2 Mission Statement The mission statement of the SC is to promote community, morale, camaraderie, and the spirit of charitable service through the talents of a diverse membership while improving Los Angeles Air Force Base, Fort MacArthur Air Force Base, military communities, and local communities.

ARTICLE III – General Provisions

SECTION 1 Governing Air Force Instruction SC will be a private organization established pursuant to Air Force Instruction (AFI) 34-223 or its revisions, and its activities shall be conducted in accordance with this and appropriate directives. This organization is not an instrumentality of the United States Government nor is it a Non Appropriated Fund Instrumentality (NAFI) and is, therefore, not entitled to the immunities and privileges accorded thereto.

SECTION 2 Non-Governmental Entity There is no official connection between the SC and the United States Government, Department of Defense, the United States Air Force, or Space Force. Therefore, any claims, judgments, or other financial liabilities incurred by the SC may ultimately result in personal financial responsibility by its members, if the SC fails or is unable to discharge its obligation. This may be so even if the SC has been dissolved.

SECTION 3 Command Authority The SC operates on Los Angeles AFB with the consent of the Installation Commander. Operation is contingent upon compliance with the requirements and conditions of all applicable Air Force directives.

SECTION 4 Privacy Policy The SC Membership Directory shall be for personal and official use only. The sale, or commercial use, of any member's name, number, e-mail address or address list is strictly prohibited.

SECTION 5 Non-commercialization The SC will not lend its name to sponsor or lend support to any commercial advertising program.

ARTICLE IV – Membership

SECTION 1 Voluntary Membership in the SC is voluntary. Classification, responsibilities, rights and privileges of members shall be defined in the Bylaws.

SECTION 2 Nondiscrimination The SC may not discriminate among those eligible for membership, nor in its employment of goods and services, based upon race, religion, creed, color, age, handicap, national origin, ethnic group, or gender.

ARTICLE V – Administration

SECTION 1 Governing Board The SC shall be governed by the Board of Governors, which shall be comprised of the Executive Board and the appointed Chairpersons of all standing and/or special committees.

SECTION 2 Executive Board The Executive Board shall be responsible for the day-to-day operations of the SC and shall report to the Board of Governors. The Executive Board shall consist of Honorary, Elected, and Appointed.

SECTION 3 Elected Officers The elected officers shall be President, Vice President, Administrative Coordinator, Administrative Financial Treasurer, and Philanthropic Treasurer.

SECTION 4 Appointed Officers Appointed officers are those appointed by the President shall be the Parliamentarian and Webmaster.

SECTION 5 Standing Committees Standing committee chairpersons will be appointed by the President with concurrence of the elected officers, and will be voting members of the Governing Board. The President may create or delete standing committees with the approval of the Executive Board, provided that the number of appointed officers shall not exceed the number of elected officers.

SECTION 6 Honorary Officers and Advisors The President shall invite spouses of local military Senior Leaders to act as Honorary Officers and Advisors. Honorary Officers and Advisors will have no vote in Governing Board proceedings and may not make motions, but they may vote at general membership meetings and in general elections.

ARTICLE VI – Parliamentary Authority

The rules contained in Robert's Rule of Order–Simplified with modifications by this club shall guide the SC in all cases wherein they do not conflict with the Constitution and Bylaws of the SC or higher authority.

ARTICLE VII – Meetings and Quorum

SECTION 1 Meeting The SC will have regularly scheduled meetings as described in the Bylaws. The President may call special meetings. All members shall be given reasonable notice of special meetings.

SECTION 2 Quorum At general or special meetings of the membership, quorum shall be as defined in the Bylaws. At any meeting of the Board of Governors, quorum shall be defined as seventy-five percent (75%) of the total number of voting members of the Board of Governors. At least one advisor should be present at all meetings where business is conducted.

ARTICLE VIII – Amendments

SECTION 1 Review In accordance with (IAW) AFI 34-223, the Constitution and Bylaws shall be reviewed every two (2) years at a minimum. This committee shall be chaired by the Parliamentarian and shall include members of the Executive Board and should include at least two (2) other active members.

SECTION 2 Approval All proposed amendments must be submitted to the Board of Governors for approval before they are posted for membership review.

SECTION 3 Vote The Constitution may be amended by a two-thirds ($\frac{2}{3}$) vote during a meeting of the general membership, provided that quorum has been met. The proposed amendment must be announced and posted for review by the general membership at least twenty-one (21) days prior to the vote. Members not on the Governing Board may propose amendments by presenting a written revision, signed by five (5) active or associate members, to the Governing Board for approval.

SECTION 4 Regulations The Executive Board may make changes to the Constitution and Bylaws for the sole purpose of bringing the document into compliance with mandatory changes in military regulations.

ARTICLE IX- Funding

SECTION 1 Fundraising Funding for SC activities shall come from annual membership dues and other fundraising activities, as outlined in the Bylaws. All fundraising must be in compliance with AFI 34-223, all applicable Private Organization Air Force Instructions and regulations, and Internal Revenue Service regulations.

SECTION 2 Earnings No part of the SC's net earnings may be used to the financial benefit of any person having a personal or private interest in the activities of the organization. No member shall benefit financially solely as a result of the member's affiliation with the club.

ARTICLE X-Insurance and Liability

SECTION 1 Insurance Liability and bonding insurance commensurate with the risk involved shall be obtained by this organization for its sponsored activities and members, unless waived by the appropriate base authority.

SECTION 2 Liability In accordance with AFI (34-223 10.15) for Private Organizations, all members are jointly and severally responsible for judgments, debts, or obligations of the SC. SC members acknowledge that, in certain circumstances, any individual member can be held liable for the conduct of other SC members or of the SC as an entity.

ARTICLE XI-Contingency Operations

In order for the SC to conduct business under Normal Operations, the office of the President and at least two (2) other Executive Board positions must be filled. In the event that four (4) of the seven (7) Executive Board positions are not, or the position of the President is not, filled by the start of the new board year, the SC will continue to operate under the supervision of the Advisory Council according to the rules established in the Bylaws.

ARTICLE XII – Dissolution

Dissolution of the SC shall be by a majority vote of the membership, or by direction of the Installation Commander. Upon dissolution of this organization, all funds in excess of liabilities and all property will be disposed of in accordance with pertinent Space Force and base instructions. Remaining assets shall be donated to any charities which have been granted tax exempt status in accordance with Section 501 of the Internal Revenue Code, as decided by the majority of votes cast at any general membership or special meeting of the SC. No funds or property will benefit any member of the SC. Assets shall be liquidated within a 90-day timeframe and LAAFB will be notified.

ARTICLE XIII – Tax Exemption

The Board of Governors shall have the authority to make any and all changes in the Constitution and Bylaws that are necessary in order to obtain or retain exemption from federal income tax.

ARTICLE XIV – Adoption

This Constitution and any subsequent amendments thereto shall become effective upon adoption by the affirmative vote of members and review by LAAFB.