

**SIGNAL CORPS REGIMENTAL ASSOCIATION**  
**THUNDERBIRD CHAPTER**  
**CONSTITUTION**

**PREAMBLE**

THE NAME OF THIS ORGANIZATION SHALL BE THE THUNDERBIRD CHAPTER, HEREIN REFERRED TO AS THE CHAPTER. THE CHAPTER IS A LOCAL CHAPTER OF THE SIGNAL CORPS REGIMENTAL ASSOCIATION, HEREIN REFERRED TO AS THE ASSOCIATION.

**ARTICLE I**

**PURPOSE**

SECTION 1. THIS CHAPTER SHALL BE A PATRIOTIC, EDUCATIONAL, SCIENTIFIC, NON-POLITICAL, AND NONPROFIT ORGANIZATION OF AMERICAN CITIZENS, ALLIED PERSONNEL, AND CORPORATE AND INDUSTRIAL ORGANIZATIONS WHO SUPPORT OUR PURPOSE.

SECTION 2. THE PURPOSE OF THE CHAPTER AND THE ASSOCIATION IS TO PROVIDE AN OPPORTUNITY FOR INTERESTED INDIVIDUALS TO AID IN PRESERVING FOR POSTERITY THE PROUD HERITAGE OF THE UNITED STATES ARMY SIGNAL CORPS. THE CHAPTER SHALL PUBLICIZE AND REINFORCE THE GOALS OF THE SIGNAL CORPS REGIMENT AND THUS ENSURE THAT THE LESSONS OF HISTORY AND THE PROUD TRADITIONS OF THE SIGNAL CORPS ARE REMEMBERED BY FUTURE GENERATIONS. IT SHALL PROMOTE THE PROFESSIONAL DEVELOPMENT OF ITS MEMBERS BY DISSEMINATING INFORMATION TO PROMOTE KNOWLEDGE OF MILITARY ART AND SCIENCES WITH SPECIAL ATTENTION TO THE ROLE OF INFORMATION TECHNOLOGY.

**ARTICLE II**

**MEMBERSHIP**

SECTION 1. MEMBERSHIP IN THE CHAPTER WILL BE ON A VOLUNTARY BASIS AND WILL BE CONSISTENT WITH REGULATION AS STIPULATED IN PARAGRAPH 4-3, AR 210-22.

SECTION 2. MEMBERSHIP IN THE CHAPTER WILL BE CONTINGENT ON MEMBERSHIP IN THE NATIONAL ASSOCIATION.

SECTION 3. NO PERSON SHALL BE EXCLUDED FROM MEMBERSHIP, SEGREGATED, OR OTHERWISE DISCRIMINATED AGAINST WITHIN THE ASSOCIATION ON THE GROUNDS OF RACE, COLOR, SEX, AGE, MARITAL STATUS, NATIONAL ORIGIN, POLITICAL AFFILIATION, RELIGION, OR HANDICAP.

SECTION 4. MEMBERSHIP IN THE CHAPTER SHALL BE OPEN TO CORPORATE AND INDUSTRIAL ORGANIZATIONS AND TO INDIVIDUALS INTERESTED IN FURTHERING THE OBJECTIVES OF THE ASSOCIATION. FULL MEMBERSHIP SHALL BE AVAILABLE TO UNITED STATES CITIZENS AND TO CITIZENS OF FRIENDLY ALLIED NATIONS.

SECTION 5. ALL MEMBERS UNDERSTAND THAT THEY ARE PERSONALLY LIABLE IF THE ASSETS OF THE ASSOCIATION ARE INSUFFICIENT TO DISCHARGE LIABILITIES. AS A CONDITION OF MEMBERSHIP, ALL MEMBERS MUST READ THIS CLAUSE.

### **ARTICLE III**

#### **BOARD OF DIRECTORS**

SECTION 1. THE AFFAIRS OF THE CHAPTER WILL BE DIRECTED BY A BOARD OF DIRECTORS WHO SUPPORT THE GOALS OF THE CHAPTER AND NATIONAL ASSOCIATION AND VOLUNTARILY OFFER TO SERVE.

SECTION 2. BOARD MEMBERS, TO INCLUDE THE PRESIDENT, VICE PRESIDENT, SECRETARY, TREASURER, VP OF AWARDS, AND VP OF MEMBERSHIP WILL BE VOTING MEMBERS WITH EQUAL VOTE.

SECTION 3. ADDITIONAL MEMBERS OF THE BOARD MAY BE ELECTED BY THE MEMBERS OF THE CHAPTER OR APPOINTED BY THE PRESIDENT.

SECTION 4. IN THE ABSENCE OF THE PRESIDENT, THE VICE PRESIDENT WILL CONDUCT CHAPTER BUSINESS WITH THE AUTHORITY AND RESPONSIBILITY OF THE PRESIDENT.

SECTION 5. ALL MEMBERS OF THE BOARD OF DIRECTORS WILL SERVE AT THE CONVENIENCE OF THE PRESIDENT. IN THE EVENT A BOARD MEMBER IS UNABLE TO FULFILL THE RESPONSIBILITIES OF HIS/HER OFFICE, THE BOARD WILL NOMINATE A REPLACEMENT TO THE PRESIDENT FOR APPROVAL. ALL MEMBERS OF THE BOARD OF DIRECTORS MUST MAINTAIN ACTIVE ASSOCIATION MEMBERSHIPS AND BE ASSOCIATED WITH THE CHAPTER FOR THE DURATION OF THEIR TENURE. ALL BOARD OF DIRECTORS SHALL SERVE THEIR FULL TERM AND MAY BE ELECTED OR REAPPOINTED BY THE CHAPTER PRESIDENT.

## **ARTICLE IV**

### **MEETINGS**

SECTION 1. THE BOARD WILL MEET AT LEAST ONCE EACH YEAR. SPECIAL MEETINGS MAY BE CALLED BY THE PRESIDENT OR, IN HIS ABSENCE, THE VICE PRESIDENT, OR BY A MAJORITY OF THE BOARD PROVIDED THAT SEVENTY-TWO (72) HOURS NOTICE INCLUDING THE PURPOSE OF THE MEETING IS GIVEN TO THE MEMBERSHIP OF THE BOARD.

SECTION 2. A QUORUM MUST BE PRESENT TO CONDUCT ANY CHAPTER BUSINESS. A MAJORITY OF THE MEMBERS OF THE BOARD SHALL CONSTITUTE A QUORUM FOR THE CONDUCT OF BUSINESS AT THE MEETINGS. UNLESS OTHERWISE STATED IN THIS CONSTITUTION OR THE BYLAWS, A MAJORITY VOTE SHALL PREVAIL.

## **ARTICLE V**

### **DUTIES**

SECTION 1. THIS CHAPTER MAY BE AFFILIATED WITH OTHER APPROPRIATE PROFESSIONAL ORGANIZATIONS. THE LOCATION OF THIS CHAPTER WILL NOT CONFLICT NOR INFRINGE UPON THE LOCATION OF ANOTHER CHAPTER OF THE ASSOCIATION.

SECTION 2. ALL MEMBERS WILL BE PROCESSED THROUGH THE NATIONAL ASSOCIATION HEADQUARTERS. IT IS THE RESPONSIBILITY OF THE LOCAL CHAPTER TO MAINTAIN A CHAPTER ROSTER THAT CORRELATES WITH THE NATIONAL MEMBERSHIP ROSTER. RECONCILIATIONS WILL OCCUR NOT LATER THAN THE LAST DAY OF JANUARY AND JUNE OF EACH YEAR.

SECTION 3. THE CHAPTER WILL RENDER A WRITTEN ANNUAL REPORT ON CHAPTER ACTIVITIES TO THE NATIONAL HEADQUARTERS. THIS REPORT WILL COVER THE PERIOD FROM 1 JANUARY TO 31 DECEMBER AND BE DUE TO NATIONAL HEADQUARTERS NO LATER THAN 31 JANUARY OF THE FOLLOWING YEAR.

SECTION 4. THE CHAPTER WILL HAVE, AS A MINIMUM, A PRESIDENT, VICE PRESIDENT, VP OF AWARDS, VP OF MEMBERSHIP, AND A SECRETARY/ TREASURER (CAN BE ONE OR TWO MEMBERS).

SECTION 5. ALL CHECKS MUST BE SIGNED BY THE TREASURER AND ONE OTHER ELECTED OFFICER.

SECTION 6. THE CHAPTER WILL MAINTAIN, AS A MINIMUM, RECORDS OF CHAPTER COUNCIL MEETINGS AND FINANCIAL AFFAIRS.

SECTION 7. ANY CHAPTER ACTIVITY BEYOND THE SCOPE AND INTENTION OF THE STATED NATIONAL ASSOCIATION PURPOSE AND OBJECTIVES IS PROHIBITED.

# **THUNDERBIRD CHAPTER BY-LAWS**

## **ARTICLE I**

### **OFFICERS**

#### **Section 1 – Duties and Powers**

##### **(A) President**

##### **(1) The President shall be:**

- (a) The presiding officer at all Annual meetings of members, monthly meetings of the board, and any special session;**
- (b) A member of the Board of Directors and Chairman thereof; and**

##### **(2) The President shall:**

- (a) Direct the affairs of the chapter between annual meetings, monthly meetings, and special session;**
- (b) Convene the Board of Directors as needed;**
- (c) Appoint all Standing and Special Committees, and designate the chairman of each;**
- (d) Issue the call and make arrangements for annual meetings, monthly meetings, and special sessions;**
- (e) Have the authority to incur such incidental expenses as may be necessary, for the operation of the chapter within limits set by the Board of Directors;**
- (f) Render an annual report to the Chapter and National Association;**
- (g) Perform such other duties as are usually performed by the president of a local chapter of a national association, and as may be prescribed by the By-Laws or assigned by the Board of Directors; and**

## **THUNDERBIRD CHAPTER BY-LAWS**

- (h) Assign duties to be performed by the Vice-Presidents, Treasurer, and Secretary, if positions are filled, which are consistent with the Constitution and By-Laws of the Chapter or with the usual duties performed by such officers of the chapter.

### **(B) Vice-President**

- (1) The Vice-President shall be a member of the Board of Directors and shall:
  - (a) Be member ex-officio of all committees.
  - (b) Perform the duties usually performed by Vice-Presidents or assigned by the President, and/or the Board of Directors;
  - (c) Perform the duties of the President if they are absent, incapacitated, or otherwise directed;
  - (d) Assume the office of the President in the event of the termination, resignation, or removal from the office of the President, and serve the unexpired term of the President;
  - (e) Chair as appropriate under Section 2(a) and 2(b) of Article 1 of the By-Laws; and
  - (f) Preside over the Committee on Events as prescribed by Section 1(d) of Article III of the By-Laws.

### **(C) Treasurer**

- (1) The Treasurer shall:
  - (a) Prepare monthly and quarterly financial statements and reports to the Board of Directors;
  - (b) Prepare annual financial statements to all members;
  - (c) Open and maintain a checking and savings account in the name of the organization;

## **THUNDERBIRD CHAPTER BY-LAWS**

- (d) Prepare an annual budget for all committees which shall be reviewed quarterly by the Board of Directors and adjusted as needed;
- (e) Prepare for and provide a method for receiving any additional funds for the benefit of the organization;
- (f) Prepare for and provide a method of paying for services and/or goods for the benefit of the organization as authorized by the Officers;
- (g) Record all financial transactions utilizing organizational funds;
- (h) Reconcile all financial transactions monthly;
- (i) Maintain digital copies of all bank statements;
- (j) Ensure a yearly review of all financial transactions, bank statements, checks, and any other fiscal documents; and
- (k) Preside over the Committee on Budgets as prescribed by Section 1(C) of Article III of the By-Laws.

### **(D) Secretary**

#### **(1) The Secretary shall:**

- (a) Distribute the proposed agenda, previous minutes, and any submitted reports before any announced meeting;
- (b) Present and manage the meeting agenda, read the minutes for approval/corrections at the current meeting, and keep records of the current meetings to record and develop the meeting minutes for approval;
- (c) Maintain all correspondence records to/from the chapter; and
- (d) Create and/or manage the chapter letterhead, stationery, and address/contact information.

## **THUNDERBIRD CHAPTER BY-LAWS**

### **(E) VP of Memberships**

#### **(1) The VP of Memberships shall:**

- (a) Prepare for and organize a yearly membership drive**
  - (b) collect and maintain an active roster of all members that must include:**
    - (i) First and Last Names**
    - (ii) Membership ID Numbers**
    - (iii) Current Rank**
    - (iv) Membership End Date, if any.**
  - (c) Preside over the Committee on Memberships as prescribed in Article III, Section 1**
- (A) (1).**

### **(F) VP of Awards**

#### **(1) The VP of Awards shall:**

- (a) Collect all nominations for Awards;**
- (b) Act as a liaison to National HQ for Award processing and recommendation;**
- (c) Forward awards for approval to the Chapter President as required;**
- (d) Preside over the Committee on Awards as prescribed by Section 1(B) of Article III of the By-Laws.**

## **Section 2 – Election**

### **(A) The President shall:**

- (1) Be elected by a simple majority of members; and**
- (2) Be elected for a term of one (1) year;**

### **(B) The Vice-President shall:**



## **THUNDERBIRD CHAPTER BY-LAWS**

(1) Be elected by a simple majority of members; and

(2) Be elected for a term of one (1) year;

(C) The Treasurer shall:

(1) Be elected by a simple majority of members; and

(2) Be elected for a term of one (1) year;

(D) The Secretary shall:

(1) Be elected by a simple majority of members; and

(2) Be elected for a term of one (1) year;

(E) The VP of Membership shall:

(1) Be elected by a simple majority of members; and

(2) Be elected for a term of one (1) year;

(F) The VP of Awards shall:

(1) Be elected by a simple majority of members; and

(2) Be elected for a term of one (1) year;

### **Section 3 – Tenure**

(A) The officers of the Board of Directors shall be installed at the end of the annual meeting for which they are elected.

(B) Unless terminated or removed from office as provided in these By-Laws, the officers of the Board of Directors shall hold office for a term of one (1) year, or until a successor in office is duly elected and installed.

### **Section 4 – Termination of Tenure**

(A) Tenure in office is terminated by:

## **THUNDERBIRD CHAPTER BY-LAWS**

- (1) Death;
- (2) Resignation which shall be tendered to and accepted by the Board of Directors; or
- (3) Removal as prescribed in subsection (B) of this section.

(B) An elected officer of the chapter may be removed from office by a two-thirds vote of the Board of Directors or members:

- (1) When it is determined that an officer is unable to fulfill the duties of their office due to physical or mental disability;
- (2) For inefficiency;
- (3) For conduct detrimental to the Chapter; or
- (4) For other sufficient cause as determined by the Board of Directors pursuant to Oklahoma and Federal Laws.

(C) An appointed officer of the chapter may be released and/or replaced by the decision of the Chapter President.

## **ARTICLE II**

### **BOARD OF DIRECTORS**

#### **Section 1 – Duties and Powers**

(A) The Board of Directors shall:

- (1) Act as the governing body of the chapter in accordance with the policies adopted during annual meetings or special meetings of the Chapter;
- (2) Approve the facilities and related arrangements for a yearly meeting;
- (3) If a position on the Board of Directors occupied by a member other an Officer of the Chapter becomes vacant, elect, by majority vote, a member to serve the unexpired term;

## **THUNDERBIRD CHAPTER BY-LAWS**

(4) Consider the annual budget as recommended by the President, Secretary, and Treasurer, and revise, amend, or modify it as desired, and approve the expenditure of funds as set forth in the budget; and

(5) Perform such additional duties and exercise such additional powers as are specifically granted in, or required by, the Constitution and By-Laws of the chapter.

(B) The Board of Directors may:

(1) Order an independent certified audit of the records and finances in addition to the annual audit required by Section 1 (C)(4) of Article I;

(2) Remove from office any officer of the chapter in accordance with Section 4 (B) of Article I of the By-Laws.

### Section 2 – Election

(A) The members of the Board of Directors shall be elected by properly assembled caucus of members in accordance with Section 1 of Article V and Article VI of the By-Laws;

(B) To ensure continuity in administering the affairs of the chapter, one-half members to the Board of Directors shall be elected on alternating years.

### Section 3 – Tenure

(A) Members of the Board of Directors shall be installed as the last meeting item during the annual meeting.

(B) Unless sooner terminated or removed by the Board of Directors as provided in these by-laws, a member shall serve for a term of two years or until their successor is elected and installed.

### Section 4 – Termination of Tenure

(A) Membership on the Board of Directors is terminated by:

## **THUNDERBIRD CHAPTER BY-LAWS**

- (1) Death;
- (2) Approved resignation; and
- (3) Removal as prescribed in subsection (B) of this section.

(B) A member of the Board of Directors may be removed by a two-thirds vote thereof:

- (1) When it is determined that a member, other than an officer of the chapter is unable to fulfill their duties due to physical or mental disability;
- (2) For inefficiency;
- (3) For conduct detrimental to the chapter; or
- (4) For other sufficient causes.

(C) A member of the Board of Directors elected to an officer position of the chapter vacates their original seat on the Board of Directors.

### **ARTICLE III** **COMMITTEES**

#### **Section 1 – Standing Committees**

(A) Committee on Memberships

- (1) The Committee on Memberships shall consist of at least three members of the chapter appointed by the president, with the VP of Membership presiding.
- (2) The Committee shall:
  - (a) Collect statistics and analyze data on membership trends;
  - (b) Make recommendations to the Board of Directors on Membership Drives; and
  - (c) Maintain a list of current members of the chapter.

(B) Committee on Awards

## **THUNDERBIRD CHAPTER BY-LAWS**

- (1) The Committee on Awards shall consist of at least three members of the chapter appointed by the president, with the VP of Awards presiding.
- (2) The Committee shall be liaisons with the National Association in the processing and recommendations for awards.

### **(C) Committee on Budget**

- (1) The Committee on Budget shall consist of at least three members with the Treasurer presiding.
- (2) The Committee shall:
  - (a) work with the Treasurer in preparing and maintaining the annual budget.
  - (b) Utilize previous budgets and any revisions thereof in preparing the budget for consideration.

### **(D) Committee on Events**

- (1) The Committee on Events shall consist of at least three members with the Vice President presiding.
- (2) The Committee shall:
  - (a) Determine the time, date, location, and agenda for the annual meeting of members;
  - (b) Determine the time, date, and location for any monthly meetings of the Board of Directors.
  - (c) Determine the time, date, and location for any special session of either the Board of Directors or Members in accordance with Article V.
  - (d) Coordinate with the Treasurer for ticket sales and pricing thereof, for any Signal Ball that may be hosted in conjunction with the annual meeting of members.

## **THUNDERBIRD CHAPTER BY-LAWS**

### Section 2 – Additional Committees

#### (A) Additional Committees

- (1) The Board of Directors may, at its discretion, authorize and instantiate any other additional committees.

## **ARTICLE IV**

### FISCAL

#### Section 1 – Fiscal Year

- (A) The organization's fiscal year shall coincide with the calendar year, starting January 1<sup>st</sup>, ending on December 31<sup>st</sup> of every calendar year.

#### Section 2– Funds

##### (A) Funds of the organization shall be:

- (1) Deposited in the name of the Association in a bank or banks, or similar institution designated by the Board of Directors;
- (2) separated into such accounts as the Board of Directors shall designate;
- (3) Used to promote the purpose of the Association.

#### Section 3– Expenditures

- (A) The Board of Directors shall have the ability to possess, maintain, utilize, and authorize any payments under one hundred dollars (\$100)

- (B) All bills, claims, and expenditures of the organization totaling over one hundred dollars (\$100) shall be:

- (1) Certified by two or more Officers of the Board of Directors; and

## **THUNDERBIRD CHAPTER BY-LAWS**

- (2) Approved by the Board of Directors

### **Section 4– Contracts**

- (A) All contracts executed in the name of the organization shall be:

- (1) Approved by the Board of Directors;
- (2) Reviewed by the Treasurer of the Chapter; and
- (3) Signed and executed by the President or the Vice President of the Chapter.

### **Section 5- Dues**

- (A) All Members shall be required to pay their annual dues to the national organization.
- (B) The chapter may collect an annual membership fee of up to twenty (20) dollars per member.
- (C) No part of any dues collected, either by the National association or the local chapter, shall accrue for the benefit of the members or the Board of Directors.
- (B) Local chapter dues must be paid separately from National association dues. National HQs will not collect any dues for the local chapter.

### **Section 6– Tax Compliance**

- (A) The organization shall file for 501(c)(19) Non-Profit status with the IRS.
- (B) The Treasurer shall ensure all federal and state tax documents are filed timely each year in accordance with all applicable laws.
- (C) The Treasurer shall ensure Tax exemption with the State of Oklahoma is filed once a determination letter has been provided by the IRS.

## **ARTICLE V**

### **MEETINGS**

## **THUNDERBIRD CHAPTER BY-LAWS**

### **Section 1– Annual Meeting**

- (A) Within every fiscal and calendar year, there shall be a convening of the members in what shall be called the “Annual Meeting”
- (B) At each Annual Meeting, the Board of Directors shall:
- (1) Provide opening and closing remarks
  - (2) Call for a vote for the new Board of Directors
  - (3) Render an annual report, consisting of:
    - (a) The years membership totals
    - (b) Financial statements
  - (4) Discuss the next years calendar of events.
- (C) Advance written notice shall be provided to the members covering the place, day, and time of the Annual Meeting thirty (30) days prior to the meeting.

### **Section 2- Monthly Board Meeting**

- (A) The Board of Directors shall meet every month to discuss the business of the chapter. This meeting shall be called the “Monthly Board Meeting”.

### **Section 2- Special Sessions**

- (A) A special session of members may be called by half of the total number of members.



## **THUNDERBIRD CHAPTER BY-LAWS**

(1) Should a special session be called, written notice shall be provided to the members covering the place, day, and time of the special session thirty (30) days prior to the meeting

(B) A special session of the Board of Directors may be called by half of the officers and appointees of the Board of Directors.

(1) Should a special session be called, written notice shall be provided to the Board of Directors covering the place, day, and time of the special session seven (7) days prior to the session.

## **ARTICLE VI**

### **VOTING**

#### **Section 1– Voting**

(A) During the Annual Meeting, should a vote be required by Section 2 of Article I of the By-Laws, the presiding President shall call for a vote for each of the Officers of the Board of Directors.

(B) Members shall not be prevented from voting for multiple nominations for the same office, unless doing so would result in a tie.

(C) Members shall be permitted to vote by proxy.

## **ARTICLE VII**

## **THUNDERBIRD CHAPTER BY-LAWS**

### **RULES OF ORDER**

#### **Section 1– Rules**

(A) Robert's Rules of Order, Current Edition shall govern the rules, parliamentary authority, and order of business except:

- (1) When modified in the Constitution and By-Laws of the Chapter;
- (2) When a quorum of members is not present; and
- (3) When its use would violate local, state, and federal law.

#### **Section 2– Quorum**

(A) A quorum of the Board of Directors shall be considered once two thirds of the board have convened.

(B) A quorum of the members shall be considered once half of the total membership have convened.

(C) Should a member or Board member vote by proxy, they shall be considered in attendance for the purposes of creating a quorum.

## **ARTICLE VIII**

### **DISSOLUTION**

#### **Section 1– Dissolution**

(A) Dissolution of the Chapter shall be considered by a vote of two-thirds of the members and the Board of Directors.

## **THUNDERBIRD CHAPTER BY-LAWS**

(B) Upon dissolution of the chapter, the funds, resources, memberships, and all other related assets, shall be distributed to the Signal Corps Regimental Association or as instructed by the Signal Corp Regimental Association, to include the Charter of the Chapter.

### **ARTICLE IX** **AMENDMENTS**

#### **Section 1– Amendments**

(A) These By-Laws may be amended by two-thirds vote of the Board of Directors, provided that a notice setting forth the proposed amendment(s) and an explanation and any known objections thereto, shall have been sent to each member prior to the vote, with enough time as sufficient to read and understand the details.

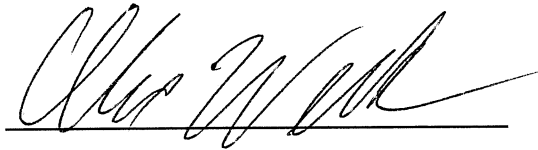
(B) All amendments to any organizing document, to include these By-Laws shall be submitted to the National Organization for review and for record keeping.

## THUNDERBIRD CHAPTER BY-LAWS

### AUTHORIZATION AND SIGNATURE

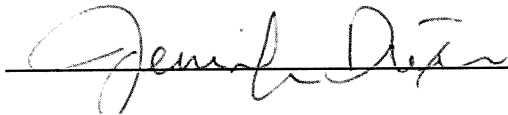
By affixing my signature, I approve, authorize, and enact these By-Laws.

Enacted on the 16<sup>th</sup> day of January in the year 2025.

A handwritten signature in cursive script, appearing to read "Alex Weeks", written over a horizontal line.

Alexander Weeks

President

A handwritten signature in cursive script, appearing to read "Jennifer Dixon", written over a horizontal line.

Jennifer Dixon

Secretary