

CONSTITUTION
FORT MEADE OFFICERS' SPOUSES' CLUB
POST OFFICE BOX 280
FORT MEADE, MD 20755-0280

Article I
NAME AND PURPOSE

The name of this organization shall be the Fort Meade Officers' Spouses' Club; hereafter, known as OSC and it shall be located at Fort Meade, Maryland. All business will be transacted under the aforementioned name and address. The word "organization" and "OSC" will hereafter be used interchangeably. The use of the word "her" will hereafter refer to "her or his.". The Fort Meade OSC is a non-profit service organization that financially assists charitable organizations within the United States Military and the Civilian Community and provides social, cultural or educational activities for its' members organized exclusively for charitable purposes and the making of distributions to organizations that qualify as exempt organizations described under Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code. We work to unify the interests and activities of our members for the betterment of Fort Meade and our surrounding community. The Officers' Spouses' Club will neither propagate extremist activities, nor advocate violence against others or the violent overthrow of the Government (AR 210-22, para. 2-1a(2)(f). According to DoDI 1000.15, the OSC will include the following disclaimer on all print and electronic media:

"This is a non-federal entity. It is not part of the Department of Defense or any of its components and it has no government status."

Article II
GENERAL PROVISIONS

This organization is established under the provisions of Army Regulation 210-22 and Department of Defense Instruction 1000.15, as a private organization operating with the consent of the installation commander. The business of the OSC will be conducted as a private organization with no affiliation, sponsorship, or guarantee whatsoever with or by the Government of the United States of America , or through its agencies. No assets or funds of this OSC may in any case be claimed by said government, except through lawful contract or due process. Neither the installation nor the Government will have any liability for the actions or debts of the OSC and the installation commander may revoke the OSC' s permission to operate at anytime. The membership is personally liable under the laws of Maryland and all jurisdictional laws in the event the organization's assets are insufficient to discharge liabilities for debts of, or claims against the OSC.

This organization adheres to the Internal Revenue Code 50 I (c)(3), a federal tax-exempt status of a private organization (or the corresponding provision of any future United States revenue law). This organization fully supports the Fort Meade policy on equal opportunity and will not discriminate on the basis of race, color , religion, national origin, gender or sexual orientation. This OSC will not seek to deprive individuals of their civil rights in accordance with AR 210-22 .

Article III
MEMBERSHIP

Membership will be voluntary and will become effective upon payment of dues as stated in the bylaws of this organization. Member must be in good standing with the OSC and sponsor must be assigned to the Military District of Washington area or residing in the area under official exception to policy. Membership shall consist of Active, Associate, Reciprocal, and Honorary members, as defined herein.

- Section 1. ACTIVE MEMBERSHIP will entitle the individual to the right to vote, the right to hold elected office, and the right to receive appointment to chair committees. Active membership shall be extended to:
- A. Spouses of active duty and reserve officers and warrant officers in all branches of the Armed Services.
 - B. Spouses of retired officers, retired warrant officers and retired reserve officers, in all branches of the Armed Services.
 - C. Surviving spouses of officers and warrant officers whose military status has not been changed by remarriage, in all branches of the Armed Services.
- Section 2. ASSOCIATE MEMBERSHIP will entitle the individual to all the rights and privileges of the active member, except the right to hold elected office (executive board). Should an active member holding an elected office become an associate member during the term of office, the member will continue that office until the next elections are held. Associate membership will be extended to the following individuals:
- A. Adult relatives residing in the household of an active or associate member of the OSC.
 - B. Spouses of Department of Defense civilians (GS 9 and above).
 - C. Spouses of retired Department of Defense civilians (GS 9 and above).
- Section 3. RECIPROCAL MEMBERSHIP will entitle the individual to the right to join the OSC at a lesser cost. They will NOT have the right to vote or hold offices. They may however chair a committee. Active membership shall be extended only to:
- A. Spouses of retired officers, retired warrant officers and retired reserve officers, in all branches of the Armed Forces that do not wish to be Active.
- Section 4.. HONORARY MEMBERSHIP may be extended at the discretion of the executive board to individuals who have been involved in the coordination of military and civilian community life. Honorary membership shall be offered on an annual basis and shall include all the rights and privileges of an associate member, except the right to vote or chair committees. This includes Advisors who choose not to be voting members. Honorary members are exempt from the payment of dues. Membership applications are still required.
- Section 5. MEMBERS' RESPONSIBILITY- As a condition of membership, members understand it is their responsibility to read this constitution and bylaws. Member's signature on the membership application constitutes agreement and understanding of this responsibility.

Article IV
OFFICERS , ADVISORS, AND GOVERNING BODY

- Section 1. ELECTED OFFICERS shall include the president, first-vice president, second-vice president, secretary and treasurer. They will act in accordance with duties outlined in the bylaws.
- Section 2. A PARLIAMENTARIAN, appointed by the president, shall serve without a vote on the executive board.
- Section 3. The spouse of the Garrison Commander, Fort Meade, and the spouse of the most senior flag officer may, with their consent, be designated as ADVISORS by the executive board. They shall serve in an advisory capacity without the privilege of voting or making motions at executive or governing board meetings . However, Advisors that wish to vote in the General Membership Meetings must be active members in good standing. There shall be no more than two advisors for each board year. In the event that a senior spouse is not available an acceptable replacement will be named by the Executive Board.
- Section 4. The EXECUTIVE BOARD shall be comprised of the elected officers, parliamentarian, and advisors .
- Section 5. The GOVERNING BOARD shall be comprised of the executive board and the designated standing committee chairpersons. The President shall appoint standing committee chairpersons. The Governing board shall conduct all business of the OSC, approve all major plans and policies, and be responsible for OSC organization, direction, finances, and operation. It will foster goodwill between the organization and others on the installation and in the surrounding community and perform all other duties as specified by this constitution and its bylaws.
- Section 6. The GOVERNING BODY shall consist of members of the OSC.
- Section 7. The ELECTION OF OFFICERS shall be conducted annually in accordance with the procedures established by this constitution and its bylaws. Tenure of office for elected officers shall be one year from the date of installation. If the assumption of the office is by succession, or by appointment to fill a vacancy, the tenure of office shall be until the installation of the new board.
- A. Should a VACANCY occur in the office of President, the First-Vice President would fill the office. In the case of simultaneous vacancies in the offices of President and First-Vice President, the Second-Vice President will assume the office of President. If vacancies exist in all three offices, the advisors will obtain nominations from the Governing Board and the vacancies will be filled by majority vote of the Governing Board. Any vacancies other than the president will be filled by a Presidential nomination with a majority vote of the Executive board and consent of the Advisors and nominee.

Article V
METHOD OF FINANCE

- Section 1. The OSC shall utilize a double entry accounting system and have two (2) accounts: General Operating Account and Community Outreach Account.
- Section 2. The OSC adheres to the Section 501 (c) (3) of the Internal Revenue Code or corresponding of any future United States Internal Revenue Law.
- Section 3. The OSC shall obtain an Employer Identification Number (EIN) determined by applicable IRS regulations. All Taxes owed by the organization at the end of each calendar year shall be determined and paid when necessary by the Treasurer. The organization will comply with all Federal, State and local tax laws and codes.
- Section 4. The OSC will have audits performed as set forth in the Bylaws .

Article VI
FISCAL POLICIES

- Section 1. GENERAL MEMBERSHIP MEETINGS will be monthly or at the call of the president. A quorum for any meeting held for the purpose of transacting business, voting on election of officers, amending the constitution, or dissolving the constitution, shall consist of 2/3 or majority vote whichever is greater of those active members present and eligible to vote.
- Section 2. Each active, associate, and reciprocal member shall pay dues as set forth in the bylaws of this organization.
- Section 3. No member or immediate family member shall profit or receive monetary benefit except through award of scholarships or tuition assistance for higher education.
- Section 4. The membership and fiscal year shall run 1 June through 31 May of the following year.
- Section 5. The OSC agrees to reimburse the Army for utility expenses, unless use is incidental.

Article VII
LIABILITY

- Section 1. The OSC is required to secure and maintain adequate insurance in accordance with AR 210-22
- Section 2. The members of the OSC are held jointly liable for the debts, obligations, or tort damages incurred by the OSC if the organization's assets are insufficient.

Article VIII
ADOPTION

- Section 1. The general membership will be informed no fewer than seven (7) days to the date that the meeting will occur for the purpose of adopting a new, revised, or amended constitution.
- Section 2. This constitution will be adopted when a quorum of 2/3 or majority vote whichever is

greater of those active members present and eligible to vote. This adoption shall become effective upon the approval of the Garrison Commander, Fort Meade, Maryland.

Section 3. The Governing Board is empowered to amend the bylaws of the constitution. A quorum of 2/3rds of the Governing Board must be present for a majority vote to amend the bylaws.

Section 4. The constitution and bylaws shall be reviewed every two years, or as deemed necessary by the Governing Board.

Article IX
DISSOLUTION

Section 1. The Fort Meade Officers' Spouses' Club, Fort Meade, Maryland, may be dissolved under the provisions of pertinent Army Regulations, upon inactivation of the post, or by a vote of 2/3 or majority vote whichever is greater of those active members present and eligible to vote.

Section 2. Upon dissolution or disbandment of the OSC, all assets in excess of liabilities shall be disposed of as directed by the executive board and must be used exclusively for exempt purposes. All federal, state, and jurisdictional laws will be met. assets will be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by a court of competent jurisdiction in the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

Approved by majority vote of the general membership on March 2019.

Signature President of OSC

Date

Signature Recording Secretary of OSC

Date