

## BY-LAWS

### ARTICLE I

#### DUTIES AND POWERS OF OFFICERS

SECTION 1. PRESIDENT. The President shall preside at all meetings of the Association and shall be Chairperson *ex officio* of the Executive Council. He/She is charged with the direction and administration of all affairs pertaining to the Association between the meetings; he/she shall call meetings of the Executive Council; appoint all standing and special committees and name the chairperson and vice chairperson thereof; he/she shall be a member *ex officio* of all committees; be responsible for the location and operation of the headquarters office of the Association subject to the approval of the Executive Council and supervise the arrangements for all meetings. He/She shall have responsibility for a Petty Cash fund of \$500.00, which shall be reimbursed at the Annual General Membership meeting, and he/she shall have authority to approve such incidental expenses, not to exceed \$100.00 for each Executive Council Meeting and \$250.00 for each General Membership meeting, as may be necessary. He/She shall make an annual report to the Association at the General Membership meeting each year.

SECTION 2. VICE PRESIDENT – ARMY AND VICE PRESIDENT - AIR. The Vice President, of the same branch as the President, shall perform the duties of the President during the absence or disability of the President. In the case of death, resignation or removal from office of the President, he/she shall become President of the Association for the unexpired term. Both Vice Presidents shall also be members of the Executive Council.

SECTION 3. RESERVED.

SECTION 4. IMMEDIATE PAST PRESIDENT. Upon the installation of a new President of the Association, his/her predecessor shall automatically become the Immediate Past President and shall be a member of the Executive Council.

SECTION 5. REPRESENTATIVE MEMBERS OF THE EXECUTIVE COUNCIL. At each Executive Council meeting, Representative Members shall report on their activities on behalf of The Association, and relay suggestions received from their units. Representative Members shall also perform such other duties as may be designated to them by the President of the Association.

SECTION 6. RECORDING SECRETARY. The Recording Secretary shall have charge of all records of the Association, including those of the Executive Council and shall be a member of the Executive Council.

SECTION 7. CORRESPONDING SECRETARY. The Corresponding Secretary shall inform the Association membership of all dates, times and places of all meetings and affairs. The Corresponding Secretary shall receive replies from the membership for attendance and related information received from proper committees and shall be a member of the Executive Council.

SECTION 8. TREASURER. The Treasurer shall receive and receipt for and be custodian of all funds of any nature whatsoever due the Association and such contributions as may be made to it

and deposit same in the name of the Association in a State of New Jersey chartered bank and/or savings and loan association to be designated by the Executive Council. Said institution(s) shall be insured by an instrumentality of the United States Government. Checks in payment of all bills and claims against the Association when such bills and claims have been approved by the Executive Council and certified to him/her by the President of the Association, shall be signed by the President and the Treasurer. This requirement shall not preclude the power granted the President by ARTICLE I, SECTION 1 of By-Laws. The Treasurer shall furnish such bond as may be required by the Executive Council, the premium for which shall be paid from the funds of the Association. There shall be an annual review of the books and finances of the Association by a Certified Public Accountant as directed by the Executive Council and a report thereof submitted at the General Membership meeting. The Treasurer shall make a report of the finances of the Association at each meeting. The Treasurer shall also be a member of the Executive Council.

SECTION 9. TERM OF OFFICE. The term of office for officers of the Association shall begin after the installation of officers and after the newly installed President takes charge of the Association at the close of the Annual Conference following the election and shall continue until their successors are duly elected and installed.

SECTION 10. CONDUCT OF MEMBERS. Any member of the Association who shall behave in any manner that infringes on the rights of other members or who shall bring discredit upon the Association, will be required to show cause as to why their Association membership should not be terminated.

## ARTICLE II

### EXECUTIVE COUNCIL

The Executive Council shall consist of the President, Vice President - Army, Vice President – Air, Immediate Past President, Corresponding Secretary, Recording Secretary, Treasurer and representatives from the Army and Air Guard Active and Retired members. Between the general membership meetings the Executive Council shall have full power and authority to establish general policies of the Association. It shall control funds, financial obligations and property, consistent with the purposes of the Association under its Constitution and By-Laws. Financial commitments, arrangements or contracts as shall be made for and on behalf of the Association shall be binding as the act and deed of the Association. This shall specifically include the right and power to invest through the Investment Committee such funds of the Association in municipal, State or US Government obligations as it may deem to be available for such purpose so as to produce income for the Association

The Executive Council shall meet at the call of the President or upon written demand of four Members thereof. The Corresponding Secretary shall notify each member of the Executive Council at least ten days prior to each meeting.

The Executive Council shall have the power to publicly or otherwise take a stand on issues affecting the purpose and powers of the Association as set forth in the Constitution, ARTICLE II.

The Executive Council will select the delegates to the annual conference of the Enlisted Association of the National Guard of the U.S. (EANGUS) from the following list in the indicated priority: President, Vice President (same branch as the President), Treasurer, remaining members of the Executive Council and Active Members. This Association is authorized one delegate for each two-hundred (200) enlisted Active and Life members of both this Association and EANGUS or major fraction thereof, based on the actual membership as of the 31<sup>st</sup> of December preceding the Annual General Conference of EANGUS. If all the authorized delegates cannot be filled by the representatives for any reason, the Executive Council will elect delegates to fill the remaining delegate positions at the Executive Council meeting prior to the Annual Conference of EANGUS

Members of the Executive Council are expected to attend every meeting. When a member of the Executive Council, without prior notification, is absent from two consecutive Executive Council meetings, the President shall declare the position vacant, unless Article VI, Section 3 of the Constitution applies. As provided in Article III, Section 2, Sub-Section d of the Constitution, this vacant position shall not count against the quorum. All vacant positions, on the Executive Council, shall be filled at the next annual General Membership meeting, in accordance with Article VI, Section 4, Sub-Section a of the Constitution.

At the first Executive Council meeting following the annual General membership meeting, members of the Executive Council shall sign statements indicating they have read and agree with the Conflict of Interest and Ethics Code, as recommended by EANGUS. The Recording Secretary shall maintain the file of these concurrences.

### ARTICLE III

#### COMMITTEES

SECTION 1. STANDING COMMITTEES. The configuration, power and duties of the Standing Committees shall be as follows:

- a. **THE MEMBERSHIP COMMITTEE.** Shall consist of at least three (3) active members of the Association. It has the power and duty to take all or any steps, recommended or approved by the Executive Council, to keep the membership at 100% at all times. It shall also submit a membership report at the General Membership and the Executive Council meetings, or at any other time upon request of the President of the Association.
- b. **THE LEGISLATIVE COMMITTEE.** Shall consist of not less than five (5) active members of the Association. It shall be the duty of the committee to prepare

legislation deemed necessary to carry into effect any policies requiring legislative action at the State or National level

- c. THE RESOLUTIONS COMMITTEE. Shall consist of not less than five (5) active members of the Association and shall consider all resolutions presented to it by any voting member at least sixty (60) days prior to the General Membership meeting.
- d. THE PUBLICITY AND PUBLIC RELATIONS COMMITTEE. Shall consist of not less than three (3) active members of the Association and shall perform such duties as are normally performed by such a committee in similar organizations. It shall recommend to the membership policies which, if carried into effect, will propagate understanding and good will between Army and Air National Guard and the Public.
- e. THE ARRANGEMENTS COMMITTEE. Shall make all arrangements for all meetings as prescribed by the President of the Association.
- f. THE INVESTMENT COMMITTEE. Shall consist of not less than three (3) active members of the Association, one (1) of which shall be the Treasurer of the Association. The Committee shall have the power to recommend to the Executive Council of the Association the investment of funds of the Association in Municipal, State or U.S. Government obligations and after the Council has approved the committee's recommendation, the committee shall so invest the funds of the Association and supervise the same. The committee shall prepare and submit to the Executive Council a budget for the following year. The proposed budget will be submitted at the Second Quarter Executive Council meeting. The final budget will be approved by the Executive Council at the third quarter meeting.
- g. THE TIME AND PLACE COMMITTEE. Shall be appointed by the President and shall recommend to the membership the time and place of each meeting of the coming year.
- h. THE AWARDS COMMITTEE. Shall consist of not less than five (5) active members of the Association. It shall be the duty of this committee to review all proposals for awards and to recommend approval or disapproval to the Executive Council for final action.
- i. THE CONSTITUTION AND BY-LAWS COMMITTEE. Shall consist of not less than three (3) active members of the Association. It shall be the duty of this committee to prepare all recommended changes to both the Constitution and the By-Laws of the Association as outlined in ARTICLE IX of the Constitution and ARTICLE VII of the By-Laws of this Association.

- j. THE SCHOLARSHIP COMMITTEE. Shall consist of not less than three (3) active members of the Association and two (2) Certified Educators. It shall be the duty of this committee to review all applications received from children of New Jersey Guardspersons, Active, Inactive, or Retired as well as active drilling Guardspersons. Recommended choices shall be presented to the Executive Council for approval or disapproval at the second quarter Executive Council meeting.
- k. JUNIOR ENLISTED. Shall consist of not less than three (3) active Junior Enlisted members of the Association. It shall be the duty of this Committee to identify the needs of the Junior Enlisted membership and present those needs, along with recommendations for the fulfillment of those needs to the Executive Council at its regularly scheduled meetings.

SECTION 2. THE NOMINATING COMMITTEE. Shall consist of not less than four (4) members appointed in accordance with ARTICLE VI, SECTION 5 of the Constitution. The committee shall report to the membership its recommendation for nominations of Officers of the Association in years in which officers are to be elected. The report of the Nominating Committee shall be filed with the Recording Secretary not later than one month prior to the General Membership meeting. The President of the Association shall issue the first call to organize the committee, not later than the third quarter Executive Council Meeting.

SECTION 3. The duties of the members of Special Committees shall be as prescribed by the President of the Association.

SECTION 4. The tenure of members of all standing and special committees shall be at the pleasure of the President of the Association.

## ARTICLE IV

### DUES

#### SECTION 1.

- a. The annual dues of the Association shall be set at the General Membership meeting, and become effective immediately. The term of membership shall be 1 January through 31 December, inclusive. When an individual first joins the Association after July of the Membership Year, the Member will credited with the remainder of the Membership Year and will be a member for the next Membership Year. The current dues are:

ACTIVE MEMBERS:	E-1 thru E-4	\$ 15.00
	E-5 & E-7	\$ 20.00
	E-8 thru E-9	\$ 25.00
ASSOCIATE MEMBERS:		\$ 10.00
CORPORATE MEMBERS:		\$150.00

The annual dues, listed above, are gross amounts. An organization may sponsor one or multiple members and pay part or all of the dues for that member. The difference between the gross amount above and the amount paid by this organization is the responsibility of the member.

b. A certificate of membership shall be issued to each member, showing the membership period.

SECTION 2. ENLISTED ASSOCIATION OF THE NATIONAL GUARD OF THE UNITED STATES (EANGUS). The Association shall pay the dues required by EANGUS for all active and enlisted associate members of the Association.

## ARTICLE V

### ORDER OF BUSINESS

The order of business shall be governed by Robert's Rules of Order except as herein modified. The order of business and program for each meeting shall be arranged by the President of the Association

## ARTICLE VI

### DEFINITIONS

The term "ENLISTED" is hereby defined as any member of the Army or Air Guard of New Jersey in the pay grades E1 through E9 inclusive.

## ARTICLE VII

### AMENDMENTS

The By-Laws may be amended by a majority vote at any General Membership meeting. Proposed amendments to the By-Laws shall be submitted in writing to the President at least thirty (30) days prior to the General Membership meeting of the Association, at which time the proposed amendment will be considered.

## ARTICLE VIII

### ADOPTION

The members adopted this Constitution and By-Laws by majority vote at a meeting held at Sea Girt, N.J. on 31 October 1971, and amended on 6 October 1978, 6 November 1982, 29 October 1983, 6 October 1984, 4 October 1985, 27 September 1986, 8 October 1988, 16 September 1989, 6 October 1990, 12 October 1991, 10 October 1992, 2 October 1993, 1 October 1994, 7 October 1995, 27 September 1997, 17 October 1998, 9 October 1999, 14 October 2000, 19 October 2002,

25 October 2003, 8 October 2005, 11 October 2006, 6 October 2007, 20 February 2008 and 27 September 2008 at the General Membership meeting held on these dates.