

**BARKSDALE SPOUSES CLUB; OPERATIONAL AND CHARITABLE
CONSTITUTION**

ARTICLE 1

NAME AND PURPOSE

Section 1: Name

The name of this organization shall be the “Barksdale Spouses’ Club,” hereinafter referred to as the BSC. The BSC is approved as a nonprofit organization in accordance with Section 501(c)(3) of the Internal Revenue Code and is a private organization as defined in the Air Force Instruction 34-223. It is not part of the Department of Defense or any of its components and it has no governmental status.

Section 2: Purpose

The purpose of the BSC is to organize and to sponsor social and charitable opportunities for its members. BSC does not discriminate in hiring practices or membership policies on the basis of age, race, religion, color, national origin, disability, ethnic group, or gender. The organization is organized in compliance with Section 501(c)(3) of the Internal Revenue Code and is organized in the furtherance of charitable and/or educational, civic, or patriotic purpose consistent with the Bylaws of the organization and section 501(c)(3) of the Internal Revenue Code or corresponding sections of any future federal tax code. The goal is to provide information of interest to its members and to foster ideals of fellowship and charity in keeping with those of the United States Armed Forces.

The BSC is organized exclusively for charitable, literary, educational, and civic purposes, including the making of qualifying distributions for exempt organizations under Section 501(c)(3) of the Internal Revenue Code or corresponding sections of any future tax code.

ARTICLE 2

GENERAL PROVISIONS

Section 1: Authorization

The BSC operates at Barksdale Air Force Base (BAFB) only with the consent of the Installation Commander or his/her designee. Operation is contingent on compliance with the requirements and conditions of all applicable Air Force regulations, including AFI 34-223, and the Private Organization Guide.

Section 2: Liability

The membership is liable, under the laws of the State of Louisiana, for organizational debts in the event the organization's assets are insufficient to discharge liabilities. The members are jointly and severally liable for the obligations of the BSC and they will be informed of this liability. Each member is required to acknowledge his/her understanding of this liability in writing.

Section 3: Earnings

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and make payments and distributions in furtherance of the purpose set forth in Article 1.

Section 4: Political Influence

No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf or in opposition to any candidate for public office.

Section 5: Charitable Purposes Only

Notwithstanding any other provisions of these Articles of Incorporation, the organization shall not carry on any other activities not permitted to be carried on by an organization exempt from federal taxation under Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code or corresponding section of any future federal tax code.

ARTICLE 3

OFFICERS AND GOVERNING BOARD

Section 1: Board of Governors

- A. The officers of this organization shall be elected, honorary and appointed.
- B. The Board of Governors shall consist of the members of the Executive Board and the chairmen of all standing committees.
- C. The Board of Governors shall manage and direct the operations of the BSC.

Section 2: Executive Board

- A. The elected officers are:
 - a. President
 - b. Operational Vice President
 - c. Charitable Vice President
 - d. Secretary
 - e. Operational Treasurer
 - f. Charitable Treasurer
- B. The honorary officers, with her/his consent are:
 - a. The spouse of the 2 nd Bomb Wing Installation Commander is the Honorary President and is a member of all committees.
- C. The Honorary President may appoint additional advisors.
 - a. The spouse of the 2nd Bomb Wing Vice Commander is the Honorary Vice President, hereafter Honorary VP.
- D. The Honorary VP shall perform the duties of the Honorary President in her/his absence.
 - a. The spouse of the Eighth Air Force Commander, or her/his designee, is an Honorary Advisor.
 - b. The spouse of the Global Strike Commander, or her/his designee, is an Honorary Advisor.
- E. The President appoints the Parliamentarian.

- F. The President, with approval of the Executive Board, appoints standing committee chairs.
 - a. Committee chairs report to their assigned Vice President.

Section 3: Resignation

- A. Submit resignations to the President, to include the date of resignation, the reason for the resignation, two weeks' notice when able and the person's signature.
- B. Resignations are given only to the President in person, by mail, or email.
- C. When feasible, a continuity meeting is set up between the outgoing officer and the replacement officer.

ARTICLE 4 **MEMBERSHIP**

Section 1: Eligibility

Membership in the BSC is voluntary and includes active, associate, social, and honorary members:

- A. Active
 - a. Spouses of active duty members of the United States Armed Forces.
 - b. Spouses of members of the United States Forces Reserves or National Guard.
 - c. Spouses of active duty members of the Personnel Exchange Program assigned to 8th AF.
 - d. Spouses of DoD civilians assigned to BAFB.
 - e. Spouses of students in the 11th Bomb Squadron FTU.
- B. Associate
 - a. Widowed spouses of members of the United States Armed Forces.
 - b. Spouses of retired members of the United States Armed Forces.
 - c. Spouses of all active duty member MIA residing in the area.
- C. Social
 - a. Adult relatives who reside with BSC members.

D. Honorary

- a. An individual of high moral character with an interest in BAFB community.
- b. An invitation to join is extended by the President, with approval of the Executive Board, and has no money value.

E. Guests

- a. Members may bring guests, defined as individuals not eligible for membership, to attend any BSC program, special activity, or event not designated as “closed” by the Executive Board.
- b. Individuals eligible for membership may attend as a special one-time-only guest at any BSC program, special activity, or event not designated “closed” by the Executive Board.

Section 2: Privileges

- A. Active and Associate members, in good standing, have the right to vote, to hold elect office, to serve on the Board of Governors, and to chair committees.
- B. Social and Honorary members may participate in all BSC functions.
 - a. They cannot vote, hold elected office, or serve on the Board of Governors.
- C. Guests are not members and have no privileges.
 - a. The Board of Governors reserves the right to limit a function to members only.

Section 3: Standing Rules

- A. No direct or indirect unauthorized distribution of member information.
- B. BSC Members should remember they are representative of BSC, Barksdale AFB & USAF & comport themselves accordingly.
- C. Will not contribute to delinquency of minors or underage persons.
- D. Membership will be subject to termination as outlined in the Bylaws without refunding of dues.

ARTICLE 5
METHOD OF FINANCING

Section 1: Funds

Monies from fundraising are the primary source of income for the BSC.

Section 2: Internal Income

Nominal income may be generated from items sold to the membership at member socials. This is considered miscellaneous operating income.

Section 3: External Income/Fundraising

Per AFI 34-223, events held on the installation primarily raising funds from members/non-members may be held on an occasional (defined as not more than two per calendar quarter) basis with prior written consent of the Private Organization Office (Fundraiser Request Form) and any other relative entity (i.e. venue).

ARTICLE 6
ACTIVITIES

Section 1: Social

The BSC provides regular social functions from August through May for the general membership.

Section 2: Charitable

It is recommended that the BSC provide volunteer projects and fundraising opportunities for its membership.

Section 3: Special

Other activities in the form of special activities/little clubs are authorized.

ARTICLE 7
MEETINGS AND QUORUMS

Section 1: Meetings

A. Executive

- a. The Board of Governors meets monthly from June through May at a time and place designated by the President.
- b. The Executive Board may meet at other times as deemed necessary by the President.
- c. The President, with approval of the Executive Board, may call special meetings of the Board of Governors at any time.
- d. All meetings of the Board of Governors and Executive Board are open to the general membership, unless otherwise specified by the Executive Board.

B. Business

- a. At a minimum, the general membership will meet regularly from August through May and conduct business during the social meeting, unless otherwise designated by the President.
- b. The President, with the approval of the Executive Board, may call a special business meeting.

Section 2: Quorums

- A. Quorum refers to the number of eligible voting members who must be present to conduct business.
- B. A quorum for a monthly general membership meeting shall be the members present at any scheduled meeting.
- C. A quorum for Board of Governors' meetings is a majority of voting board members, counted by standing committees.
 - a. Each committee has one vote.
- D. A quorum for Executive Board meetings is a majority of voting board members.

- E. The Honorary Officers, President, and Parliamentarian do not vote during board meetings.
 - a. They shall maintain their right to vote during general membership meetings.
- F. The President will vote in case of a tie at any meeting.

Section 3: Parliamentary Procedure

The rules contained in *Robert's Rules of Order, Newly Revised*, shall guide the BSC in all cases where they do not conflict with the Constitution and Bylaws of the BSC, including AFI 34-223.

ARTICLE 8

ADOPTION AND AMENDMENTS

Section 1: Adoption

- A. Subject to final approval of the Installation Commander, or a designee, the Constitution and Bylaws shall become effective upon adoption by a two-thirds vote of eligible voting members present at any duly constituted meeting of the BSC.
- B. The Constitution and Bylaws must be updated every two years and when there is a change in purpose of the BSC.
- C. The BSC Job Descriptions should be updated on the alternating years of the BSC Constitution and Bylaws, except when there is an addition or change to a standing committee.

Section 2: Amendments

- A. Constitution
 - a. Amendments are proposed in writing and presented at a regular or special meeting of the Board of Governors for its approval.
 - i. Amendments coming from a Constitution committee, appointed by the President, are presented directed to the Board of Governors. Bylaws & Constitution Committee shall consist of a minimum of President &

Parliamentarian & 3 members in good standing; if no Parliamentarian exists a member of the Executive board shall serve.

ii. Amendments coming from general membership must have ten (10) signatures

before presenting to the Board of Governors.

b. The membership is given prior notification of a proposed amendment once the Board of Governors has approved it.

c. Subject to final approval of the Installation Commander, or a designee, an amendment to the constitution is made by a two-thirds vote of the eligible members present and voting at a duly constituted meeting of the BSC.

B. Bylaws

a. Subject to final approval of the Installation Commander, or a designee, an amendment to the Bylaws is amended by a simple majority vote of the Board of Governors.

ARTICLE 9

DISSOLUTION

Section 1: Debts

- A. In case of dissolution of the BSC, funds in the treasury at that time will be used to satisfy any outstanding debts, liabilities, or obligations
- B. The Private Organization Office will be notified of the intent to dissolve the BSC and given a time-phased action plan to do so.
- C. The Executive Board will designate three members plus at least one Honorary Advisor(s) to oversee the resolution of any outstanding debts.

Section 2: Assets

- A. The balance of the assets after dissolution shall be distributed for one or more exempt purposes within the meaning of section (c)(3) of the Internal Revenue Tax Code, or the corresponding section of any future tax code, or shall be distributed to the federal government, or to the state government, for a public purpose.

APPROVED:

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REVISED, August 1st, 2022

Rachel Penwell, BSC President 2022-2023

Maria McKenna, BSC Parliamentarian 2022-2023

These Bylaws have been reviewed and found to be in accordance with the provisions of AFI 34-223. _____