

# **VETERANS BARRACKS OF KENTUCKIANA**

## **BY-LAWS 01 September 2023**

### **ARTICLE I – NAME**

The name is VETERANS BARRACKS OF KENTUCKIANA here after referred to as the Barracks.

### **ARTICLE II – PURPOSE**

The purpose of the Barracks shall be to “Provide Veteran-to-Veteran Peer Support for All Veterans Enrolled in VAMC Mental Health Programs, while educating the public on Veteran specific Mental Health issues.

The functions of the Barracks shall be:

1. Create & Maintain Email & Internet-Based Chat Contact Lists for Daily Veteran Peer-to-Peer Support & Socialization
2. Create opportunities for Socialization both In Person, Video & Chat, Facebook Groups, and Emails.
3. Develop methods to facilitate Veteran’s admitted to Louisville VAMC 7N Mental Health Ward Bridge to the Phoenix Empowerment Center for Recovery & Rehabilitation
4. Develop methods of Fund Raising for the purpose of creating future opportunities to assist At Risk Veterans in the Kentuckiana Region by interfacing with HUD/VASH to Bridge the Gap both Financial & Physical
5. Explore avenues to further causes deemed honorable by the Barracks
6. Support positive moral by having an Anniversary Celebration every October

The Barracks is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, 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.

## **ARTICLE III – VETERANSHIP**

### **Section 1. Size**

There shall be no limit to the number of Veterans on the Barracks Board. All officers must be Veterans of the Barracks. Officers may be added or deleted by consensus of the Barracks.

### **Section 2. Veteranship Qualifications and Duties**

#### Qualifications

Council Veterans must sign and abide by the Veterans Barracks of Kentuckiana Board Member Contract, agree to complete privacy, to include keeping Board & General membership private

#### Duties and Responsibilities

1. Regularly attend and participate in the Barracks and subcommittee meetings
2. Actively supports new Veterans
3. Assist council officers in completing their duties

### **Section 3. Officers**

The officers of the Barracks shall consist of the following:

CHAIR	Onagh Hopke
CO-CHAIR	Daniel Grimm
SECRETARY	Loretta Kay Sherod
CO-SECRETARY	TBD
CONTROLLER	Daniel Grimm
TREASURER	Andrea Boles
SERGEANT-AT-ARMS	Lucy Patton
CHAPLIN	TBD

## **Section 4. Officer Qualifications and Duties**

### **CHAIR**

#### **Qualifications**

1. Be a current member in good standing for at least 1 year in the Barracks.
2. Demonstrate leadership abilities and experience
3. Ability to communicate orally and in writing to Barracks Veterans, and community Veterans

#### **Duties and Responsibilities**

1. Conducts all Barracks meetings
2. Serves as liaison between the Barracks, VA providers, and community agencies
3. Establishes and dissolves subcommittees with the consensus of the Barracks
4. Attends subcommittee meetings when possible
6. Advocates for homeless veterans to VA and community agencies
7. Determines the agenda for council meetings

### **CO-CHAIR**

#### **Qualifications**

1. Be a current member in good standing for 1 year in the Barracks.
2. Demonstrate leadership abilities and experience
3. Ability to communicate orally and in writing to Barracks Veterans, VA staff, and community Veterans

#### **Duties and Responsibilities**

1. Assists the chair in performing his or her duties
2. Serves as Financial Controller to complete Fiduciary Duties in conjunction with the Treasurer
2. Functions as Chair in the absence of the Chair in performing his or his duties

### **SECRETARY/CO-SECRETARY**

#### **Qualifications**

1. Be a current member in good standing for 1 years
2. Demonstrate leadership abilities and experience
3. Ability to communicate orally and in writing to council Veterans, VA staff, and community Veterans
4. Ability to summarize/synthesize meeting discussions to relevant minutes
5. Ability to type, collate, copy, and distribute written materials
6. Willingness to commit time to perform duties
7. Has access to necessary office equipment needed to carry out assigned duties

#### **Duties and Responsibilities**

1. Records minutes of Barracks meetings
2. Schedules Barracks meetings
3. Disseminates meeting minutes and other communications to appropriate parties in a timely manner

## **CONTROLLER/TREASURER**

### Qualifications

1. Be a current member in good standing for 1 years
2. Demonstrate leadership abilities and experience
3. Ability to communicate orally and in writing to council Veterans, VA staff, and community Veterans
4. Ability to track receipts and expenditure records
5. Ability to prepare financial reports for the Barracks
6. Assist Accountant with tax preparation and audits

### Duties and Responsibilities

1. Records expenditures and donations
2. File all documents to support the annual report
3. Work with professional accountant to prepare all documents required by law
4. Treasurer & Controller will have sole access to Barracks Funds, Bank Accounts, and Payment Applications.

## **SERGEANT AT ARMS**

### Qualifications

1. Be a current member in good standing for 1 years
2. Demonstrate leadership abilities and experience
3. Ability to communicate orally and in writing to council Veterans, VA staff, and community Veterans

### Duties and Responsibilities

1. Prepares the meeting room for Barracks meetings
2. Takes attendance at meetings
3. Assists the Chair in maintaining order in Barracks meetings
4. Oversees clean up after meetings and insures meeting rooms are returned to their original condition

## **CHAPLIN**

### Qualifications

1. Be a current member in good standing for 1 years
2. Demonstrate leadership abilities and experience
3. Ability to communicate orally and in writing to council Veterans, VA staff, and community Veterans

## **Section 5. Appointment**

New Veterans must respect PRIVACY.

New officers can be nominated for appointment by any existing Barracks member or can be self nominated, and must be current Veterans of the Barracks in good standing for 2 years. Officers are elected by a majority of the vote of the Barracks during annual general elections, or during special elections called by the Barracks Chair.

First election to be held in October 2026.

## **Section 6. Resignation**

No Resignations accepted. As long as you respect the PRIVACY you are a member.

## **Section 7. Vacancy**

A vacancy in the office of Chair, Secretary and book keeper will be filled by the Co-Chair for the remainder of the term of office.

A vacancy in other offices will be filled by a Barracks Volunteer through October 2026 when the vacancy will be filled by special election. The Barracks Chair will call for a special election at the next regularly scheduled meeting of the Barracks, October 2026.

## **Section 8. Terms of Office**

Each officer shall serve for a term of 2 years, beginning Jan 1 and ending Dec 31 of each calendar year. Officers may serve until they appoint someone to their chair until an election.

## **Section 9. Elections and Transfer of Officers**

General elections of all officers will occur in December of each year. Newly appointed officers will co-conduct their duties with existing officers for 4 weeks in preparation for assuming their offices.

Only Veterans who have been on the Council and have attended at least 9 meetings may vote.

## **Section 10. Compensation and Reimbursement**

The Veterans of the Barracks shall serve without pay.

The Barracks may grant prior approval of reasonable and necessary expenses incurred by Veterans in the performance of their duties within the limits of currently available funds.

## **ARTICLE IV – MEETINGS**

### **Section 1. Schedule**

Meetings will occur electronically & in person whenever necessary.

Special meetings of the Barracks may be called at any time by the Chair.

Special meetings of subcommittees may be called by the Chair or Subcommittee Chair.

### **Section 2. Agenda**

The agenda for each meeting is determined by the Chair.

Any member may add new business agenda items by making a motion from the floor, having it seconded, and approved by majority vote by the Barracks for placement on the agenda for the next meeting.

Committee Chairpersons may directly request the Council Chair to add new business items for placement on the agenda for the next meeting.

### **Section 3. Quorum**

A quorum of the Barracks shall exist if 3 or more Veterans are present.

### **Section 4. Alternates**

There shall be proxies for meetings of the Barracks. Veterans may not be present to vote on any business of the Barracks.

### **Section 5. Rules of Order**

Only items on the meeting agenda may be discussed during meetings.

Any member wishing to speak on an agenda item must be recognized by the Chair and given the floor. Only Veterans who have the floor may speak at that time. The Chair may limit or extend the time a member has the floor for purposes of facilitating discussion and/or maintaining order.

In all procedural matters not Governed by these Bylaws, the Council shall follow the provisions of Robert's Rules of Order.

## **ARTICLE V – COMMITTEES**

### **Section 1. Committee Creation and Veteranship**

The Chair may create, dissolve, activate, or deactivate committees as needed.

The Chair will appoint committee Chairpersons.

Veterans may volunteer to serve on any committee(s).

### **Section 2. Standing Committees**

The standing committees shall be:

1.	Public Relations/Media	Chair	Onagh Hopke
2.	Veterans Honor	Chair	Loretta Sherod
4,	Men's	Chair	Daniel Grimm
5.	SWAG	Chair	Loretta Sherod
6.	Social & Anniversary	Chair	Onagh Hopke
7.	Fundraising	Chair	Daniel Grimm & ALL OFFICERS

### **Section 3. Committee Meetings**

Committee meetings may be called at any time by the Council Chair or Committee Chair. Committee Veterans must be given a minimum of 5 days notice of a meeting. Minutes of committee meetings will be distributed at the next regular meeting of the Barracks. Committee Chairpersons are responsible for distribution of minutes and reporting of committee activities to the Barracks.

### **Section 4. Authority**

Actions may be taken by committees only if given authority to do so by the Barracks majority.

## **ARTICLE VI – DISTRIBUTION OF FUNDS**

Funds will be used to pay for

1. Website Domain Name & Maintenance
2. Printer ink for Secretary and Co-Secretary
3. Barracks Community Social Locations
4. Office supplies for the secretaries and bookkeepers
5. Accountant Services to prepare and file necessary financial documents as required by law
6. Legal Counsel if required
7. Promotion items (SWAG) such bumper stickers, key chains, brochures, and other literature and banners as deemed appropriate by the Barracks
8. All other items as agreed upon by the majority of the Barracks; ie Anniversary & Socials
9. Louisville VAMC 7N Mental Health Ward SWAG
10. HUD/VASH Bridge Costs: Hotel, Transportation, Food

Upon deactivation of the Barracks all remaining funds will be donated to Voluntary Services at the VA Hospital in Louisville, Kentucky.

Upon the dissolution of the Barracks, assets shall 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 federal tax code, or shall be distributed to the federal government, or to a state or local government, for the 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 purpose.



## **ARTICLE VII – ANTI-DISCRIMINATION**

The Council shall not discriminate in any regard with respect to race, creed, color, sex, sexual orientation, marital status, religion, national origin, ancestry, pregnancy, parenthood, physical disability or mental disability.

## **ARTICLE VIII – AMENDMENTS**

That except for the designated amendment the restated articles of incorporation currently set forth, without change, the corresponding provisions of the articles of incorporation as theretofore amended, and that the restated articles of incorporation together with the designated amendment supersede the original articles of incorporation and all amendments thereto.