

**TAMPA BAY (All-Airborne) CHAPTER
OF THE
82D AIRBORNE DIVISION ASSOCIATION
BY-LAWS**

Section 1- Number: the Officers of the Chapter shall be a Chairman, a 1st Vice Chairman for the Northern Area of Operation, a 2nd Vice Chairman for the Southern Area of Operation, a Secretary, a Treasurer and such other officers as may be designated by the Chairman or his designated representative. These Officers, hereinafter names shall comprise the Executive Committee of the Chapter.

Section: 2- Elections: The Officer of the Chapter shall be elected every other year. A Chairman, a 1st Vice Chairman, a 2nd Vice Chairman, a Secretary, a Treasurer shall be elected on a date specified by the Chairman. The Secretary shall mail out notices two weeks prior to all Chapter Members, either by email or the United States Post Office. Chapter Member who volunteer to become an Chapter Officer must submit their name prior to the election date.

Section: 3-Chairman: The Chairman shall be the principal Executive Officer of the Chapter and shall supervise and control all of the business and affairs of the Chapter. The Chairman shall also preside at all meetings

Section: 4- 1st Vice Chairman: In the absence of the Chairman, the 1st Vice Chairman shall preform the duties of the Chairman. Will coordinate all actives in the Northern Area of Operation.

Section: 5- 2nd Vice Chairman: Will coordinate all actives in the Southern Area of Operations. Attends all meetings. In absence of 1st Vice Chairman, 2nd Vice Chairman shall preform the duties of the 1st Vice Chairman.

Section: 6-Secretary: Thye Secretary shall be responsible for keeping minutes of all meetings of the Chapter and the Executive Committee of the Chapter. The Secretary shall preform such other duties as may be directed by the Chairman.

Section: 7-Treasurer:

A. The Treasurer shall have charge of and be responsible for all funds and securities of the Chapter; receive and give receipts for monies due and payable to the Chapter from any sources whatsoever, and deposit all such monies in the name of the Chapter in such banks.

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As shall be designated by the Chairman and members of the Chapter.

B. The Treasurer shall perform all duties as from time to time may be assigned to the Treasurer by the Chairman or his designated representative.

C. The Treasurer shall be required to from time to time to send delinquent members notice their membership has expired.

D. The Treasurer shall be required to submit annually an audit financial report to be published in the June issue of the Chapters Newsletter.

Section: 8-Chaplain: A Chaplain should be appointed by the Chairman or volunteer for the position of Chaplain. Shall carry out duties incidental to his position. The Chaplain should provide material for publication in each issue of the Chapters Newsletter. The Chaplain will seat with the Chairman, 1st Vice Chairman, Secretary, and Treasurer without a vote.

Section: 9- Quorum: At meetings of members, the voting members present in person at duly scheduled business meetings shall constitute a quorum. Any Chapter Officer absent shall have a stand-in approved by the Chairman.

Section: 10- Order of Business:

A. CALL TO ORDER.

B. INVOCATION

C. 82D DIVISION SONG

D. PLEDGE OF ALLEGIANCE.

E. APPROVAL OR CORRECTIONS OF MINUTES.

F. REPORT OF OFFICERS .

G. TREASURER'S REPORT

H. REPORTS OF STANDING COMMITTEES.

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- I. CONVENTION COMMITTEE REPORT**
- J. OLD BUSINESS**
- K. NEW BUSINESS**
- L. ADJOURN**

Respectfully Submitted by: