

**STUTTGART COMMUNITY SPOUSES' CLUB
CONSTITUTION
2018-2019**

**ARTICLE I
NAME, LOCATION AND AUTHORITY**

The Stuttgart Community Spouses' Club (hereinafter, "SCSC"), located in Stuttgart-Vaihingen, Germany shall operate under the jurisdiction of the approval authority, which is the Commander, U.S. Army Garrison-Stuttgart.

The Stuttgart Community Spouses' Club (SCSC) shall operate under the jurisdiction of the Commander, U.S. Army Garrison Stuttgart, Unit 30401, APO, AE 09107-0401, hereinafter referred to as the approval authority.

**ARTICLE II
MANDATORY STATEMENTS**

Section 1:

This organization is established in accordance with Army Reg (AR) 210-22 and Army in Europe Regulation (AE Reg) 210-22, Private Organization and Fundraising Policy, as mandated by IMCOM-Europe. The organization is not an instrumentality of the United States, will be self-sustaining, and may not receive financial assistance from the U.S. Army, appropriated (APF) or non-appropriated funds (NAF).

Section 2: This organization operates and exists on a military installation only with the consent of the approval authority. This consent is contingent upon the SCSC's compliance with the requirements and conditions of AR 210-22 and AE Reg 210-22. Failure to comply with cited policies will result in dissolution of the Private Organization (PO).

Section 3:

In no event will the Department of the Army, IMCOM-Europe, or any NAFI assume any responsibility for the organization's actions and/or debts.

Section 4: All members are required to read the Constitution and Bylaws upon joining the SCSC. The Constitution and Bylaws will be posted (inside) the SCSC Thrift Shop for this Purpose, as well as posted on the SCSC website.

Section 5: In accordance with host nation laws, all members may be personally liable to creditors, if the assets of the organization are insufficient to discharge liabilities.

Section 6: This organization will not discriminate in membership on the basis of race, color, creed, religion, national origin, sex, or mental or physical handicap, and will not seek to deprive individuals of their civil rights.

Section 7: SCSC will neither propagate extremist activities nor advocate violence against others or the violent overthrow of the U.S. Government.

Section 8: SCSC agrees to reimburse the Army for utility expenses and other expenses incurred by the organization, unless use is incidental (would cost the Army more to bill and collect than it costs to provide the utility).

ARTICLE III PURPOSE

Section 1: The purpose of the SCSC will be to promote charitable, educational, social, and recreational activities among its members and the Stuttgart community. This will be achieved through such activities as fundraisers, raffles, contributions to charitable organizations, social functions and travel groups for club members.

Section 2: The SCSC will not engage in activities that compete with those of any appropriated or non-appropriated funds.

ARTICLE IV ACTIVITIES AND FUNDRAISING EVENTS

Section 1: The SCSC will sponsor and support activities to foster friendship and community among members, these activities may be educational, recreational or social in nature. These activities are based on the General Membership's interest, with SCSC Governing Board approval. The charitable activities supported by the SCSC may include charitable organizations, private organizations and other special activities.

Section 2: The organization will operate the SCSC Thrift Shop, and conduct an annual bazaar, with U.S. Army Garrison-Stuttgart support, primarily to raise charitable funds. The organization will also conduct members-only raffles, members-only Ways & Means sales and members-only vendor sales at General Membership meetings primarily to raise operational funds.

Section 3:
The PO is aware of the U.S. Army Garrison Stuttgart Command Policy Letter #32, Private Organizations, and AE Reg 210-22, 6 August 2012, and will conduct all fundraisers accordingly.

Section 4: The SCSC's activities are directed towards supporting quality of life within the community and raising funds for charitable purposes.

Section 5: The SCSC's activities are primarily conducted on-post.

ARTICLE V MEMBERSHIP

Section 1: Membership will be restricted to persons located in the U.S. Army Garrison-Stuttgart area who are members of the U.S. Forces, the DoD civilian component, family members, retirees, and U.S. Forces contract employees, or employees of organizations granted status under Articles 71, 72, or 73 of the Supplementary Agreement to the NATO Status of Forces Agreement (SOFA), and the spouses of the foregoing (collectively referred to as members with SOFA status), and other civilians holding a U.S. passport. At least fifty-one percent (51%) of the membership of the PO will be members of the U.S. Forces, the DoD civilian component, family members, retirees, and U.S. Forces contract employees or employees of organizations granted status under Article 71, 72 or 73 of the supplementary Agreement to the NATO Status of Forces Agreement (SOFA) (collectively referred to as members with SOFA status).

Section 2: Membership of the Club will consist of Active, Associate and Honorary Members.

a. Active Members will consist of:

(1) Members of the U.S. Forces (active and retired), assigned or living in the U.S. Army Garrison-Stuttgart area as well as their spouses and dependents over the age of eighteen (18) who are ID Card Holders

(2) Civilians (DoD employees) who are ID Card Holders and employees of the U.S. Forces or the U.S. Department of Defense in the U.S. Army Garrison-Stuttgart area as well as their spouses and dependents over the age of eighteen (18) who are ID Card Holders

(3) Other civilians who are ID Card Holders, and employees of organizations who are under contracts with the U.S. Forces or the DoD in the U.S. Army Garrison-Stuttgart area as well as their spouses and dependents over the age of eighteen (18) who are ID Card Holders.

b. Associate Members will consist of civilians holding U.S. passports who are not ID Card Holders.

c. Honorary Members of the Club will be the spouse of the Commander, United States European Command (hereinafter "USEUCOM"); the spouse of the Commander, United States Africa Command (hereinafter USAFRICOM); the spouse of the Deputy Commander, USEUCOM; the spouse of the Deputy Commander, USAFRICOM; and others as determined by the SCSC Governing Board.

Section 3: Membership in the SCSC is required for participation in all Members' Programs and advertised members-only functions, and to serve on the SCSC Governing Board or any of its committees, to include all committee members.

- a. Application for membership will be made by completing the membership form and the payment of dues by Active and Associate Members. Honorary Members must fill out a membership application but are not required to pay dues, although they may choose to do so. Membership fees are due upon application for membership.
- b. Withdrawal from the SCSC is voluntary. Membership fees may be refundable upon withdrawal from the Club under the conditions and circumstances listed in the SCSC Bylaws.
- c. Any member of the SCSC may bring a guest or guests to one General Membership Meeting, except for those meetings specifically stipulated as members-only events, and announced in advance as such, by the SCSC Governing Board.
- d. Persons eligible for membership in the SCSC may attend only one General Membership Meeting per year as a guest of any member.

ARTICLE VI COMPOSITION OF THE GOVERNING BOARD

The Governing Board will consist of the Executive Board, Standing Committee Chairs, Honorary Officers, Liaisons, and Advisors. The complete duties of each officer are listed in the SCSC by-laws.

- a. Executive Board - The Executive Board will be the President, First Vice President, Second Vice President, Third Vice President, Recording Secretary, Information Management Officer, Operations Treasurer, Welfare Treasurer, Welfare Treasurer II, Parliamentarian, Honorary President and Honorary Vice President. All Executive Board members must be Active Members of the SCSC and must be ID Card Holders (as defined in Article V, Sections 1 and 3). The Parliamentarian, Honorary President and Honorary Vice President are nonvoting members of the Executive Board.
- b. Standing Committee Chairs - The Standing Committee Chairs may include, but is not limited to, Bazaar, Community Enhancement, Historian, Hospitality, Member Programs, Member Programs DIY, Membership, Reservations, Newsletter, Publicity & Social Media, Scholarships, Special Interest Groups, Thrift Shop, Trips and Tours, Ways and Means, Welfare, and Webmaster. All Standing Committee Chairs must be Active Members and must be ID Card Holders (as defined in Article V, Sections 1 and 3). Co-Chairs for any Standing Committee may be appointed by the President as necessary.
- c. Honorary Officers & Advisors: The spouse of the Senior ranking military officer, in the

Stuttgart military community, will be the Honorary President of the SCSC. The Honorary President serves as an advisor to the President and the Parliamentarian. The Honorary President has the option to appoint an Honorary President in his or her stead and may also appoint Honorary Vice Presidents. The Honorary President may appoint additional Advisors, to include Advisors-at-Large, and Advisors to committees, which may include the Bazaar, Community Enhancement, Scholarship, Thrift Shop, and Welfare Committees, as he or she deems necessary. Honorary Officers and Advisors are nonvoting members of the Governing Board.

d. Liaisons. Liaisons are individuals appointed by other organizations to be a liaison between the SCSC and their own organization. Liaisons may include but are not limited to: Americans Working Around the Globe (AWAG), German American Women's Club (GAWC), Red Cross, and the USO. Liaisons are nonvoting members of the Governing Board.

ARTICLE VII ELECTION OF EXECUTIVE BOARD

Section 1: Election of the Executive Board is held annually at the General Membership Meeting in April.

Section 2: A quorum is equal to the number of members present at the April General Membership meeting.

Section 3: The election of the Executive Board will be decided by a simple majority of fifty-one percent (51 %) of the votes received, to include those present and those voting by absentee ballot at a General Membership meeting. If a single slate of officers is presented, it may be approved by acclamation.

Section 4: The Chair of the Nominating Committee will set policies on absentee voting. Members in good standing may request an absentee ballot from the Parliamentarian or any member of the Nominating Committee if they are unable to attend the April General Membership meeting. Absentee ballots are available after the February General Membership meeting. Completed and signed absentee ballots must be returned to the Nominating Committee by April 1st to be valid and counted.

Section 5: The President will fill any Executive Board vacancies that arise during the year due to permanent change of station (PCS) moves or resignation, with the exception of the office of President. The First Vice President will assume the Presidency if it is vacated.

Section 6: Appointment of advisors and honorary officers will be in accordance with Article VI, Paragraph (d).

Section 7: The progression of authority is President, First Vice President, Second Vice

President, Third Vice President, Operations Treasurer, Welfare Treasurer I, Welfare Treasurer II, Recording Secretary, and Information Management Officer.

ARTICLE VIII DISSOLUTION

Section 1: Dissolution of the SCSC may be accomplished by a majority vote of the General Membership present at a regular or special meeting or by order of the approval authority.

Section 2: Upon dissolution of the organization, all material and real assets remaining after payment of all liabilities will be donated in equal proportions to Army Emergency Relief, the Navy/Marine Corps Relief Society and the Air Force Aid Society.

Section 3: The Garrison PO coordinator will be notified of the dissolution. Notice will include:

- a. A statement of dissolution, dated and signed by the SCSC President.
- b. A copy of the complete terminal audit report.
- c. A copy of the receipt(s) issued by the charitable organizations to which residual assets were transferred.
- d. A copy of the final bank statement(s) showing a zero balance.

ARTICLE IX AMENDMENTS

Section 1: Constitution - Proposed amendments to the Constitution made throughout the year will first be presented in writing to the SCSC Governing Board and, if approval is recommended, a copy of the proposed amendments will be posted at the SCSC Thrift Shop for a period of not less than thirty days before the General Membership meeting at which said amendments will be voted upon. Enactment of amendments to this Constitution will be by majority vote of voting members present. The letter reporting amendments will be signed by the President, the First Vice President, a Treasurer, and the Parliamentarian and forwarded to the U.S. Army Garrison Stuttgart. Proposed amendments will not conflict with AR 210-22 or AER Regulation 210-22.

Section 2: Bylaws - Changes and additions to the Bylaws may be made by a majority vote of the SCSC Governing Board. Changes and additions to the Bylaws will be presented at the next General Membership meeting. The letter reporting changes and additions will be signed by the President, the First Vice President, a Treasurer, and the Parliamentarian and forwarded to the U.S. Army Garrison-Stuttgart. Proposed changes and additions will not conflict with AR 210-22 or AER Regulation 210-22.

Section 3: Bylaws and Constitution Review Committee- The Committee will be run by the Parliamentarian consist of the President, all three (3) Vice Presidents, IMO, one (1) Treasurer, Honorary President, an Advisor, and two (2) members-at-large to be appointed by the Parliamentarian.

**ARTICLE XI
RATIFICATION**

THIS CONSTITUTION HAS BEEN APPROVED BY MAJORITY VOTE OF THE GENERAL MEMBERSHIP ON _____, 2018.

President

First Vice President

Second Vice President

Third Vice President

Parliamentarian