



## **CONSTITUTION**

**2022-2023**

**STUTT GART COMMUNITY SPOUSES' CLUB**

**CONSTITUTION**

**ARTICLE I**  
**NAME, LOCATION AND AUTHORITY**

The Stuttgart Community Spouses' Club (SCSC) located in Stuttgart, Germany shall operate under the jurisdiction of the approval authority, which is the Commander, U.S. Army Garrison (USAG) 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 (AER) 210-22, Private Organization and Fundraising Policy, as mandated by IMCOM-Europe. The organization is not an instrumentality of the United States, shall 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 AER 210-22. Failure to comply with cited policies shall result in dissolution of the Private Organization (PO). The approval authority can revoke the PO's operating authority at any time.

**Section 3:** In no event shall the Department of the Army, IMCOM-Europe, or any NAFI assume any liability for the organization's actions and/or debts.

**Section 4:** In accordance with host nation laws, all members may be personally liable to creditors if the assets of the PO are insufficient to discharge liabilities.

**Section 5:** This organization shall not discriminate on the basis of race, color, creed, religion, national origin, sex, sexual orientation, mental or physical handicap, gender, gender expression, or age, and shall not seek to deprive individuals of their civil rights..

**Section 6:** SCSC shall neither propagate extremist activities nor advocate violence against others or the violent overthrow of the U.S. Government.

**Section 7:** The organization will not engage in any form of partisan political activity as

defined by DoD Directive (DoDD) 1344.10.

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

**Section 9:** All members are required to read the Constitution and Bylaws upon joining the SCSC. The Constitution and Bylaws shall be posted in the Thrift Shop and on the website.

### **ARTICLE III**

#### **PURPOSE**

**Section 1:** The purpose of the SCSC shall be to promote charitable, educational, social, and recreational activities among its members and the Stuttgart community.

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

### **ARTICLE IV**

#### **ACTIVITIES AND FUNDRAISING EVENTS**

**Section 1:** The SCSC shall 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 Governing Board approval. The activities supported by the SCSC may include charitable organizations, private organizations, scholarships, and other special activities.

**Section 2:** The SCSC shall operate the Thrift Shop, with USAG Stuttgart support, primarily to raise charitable funds. The SCSC shall also conduct Ways & Means sales.

**Section 3:** The SCSC is aware of the USAG Stuttgart Command Policy Letter # 14, Private Organizations, and AER210-22, April 4, 2022, and shall 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-USAG Stuttgart Installations.

## **ARTICLE V MEMBERSHIP**

**Section 1:** Membership is restricted to persons located in the USAG Stuttgart Area. At least 51% of the membership of the PO shall be members of the U.S. Forces, the DoD civilian component, family members, retirees, 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 shall consist of Active, Associate and Honorary Members.

a. Active Members shall consist of:

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

b. Associate Members shall consist of civilians holding U.S. passports who are not ID Card Holders. Associate members are required to arrange their own post access

and may not purchase fundraising items.

c. Honorary Members shall be the spouse of the Commander, United States European Command (hereinafter "EUCOM"), the spouse of the Commander, United States Africa Command (hereinafter AFRICOM), the spouse of the Deputy Commander, EUCOM, the spouse of the Deputy Commander, AFRICOM, and others as determined by the Governing Board.

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

a. Application for membership shall 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 Bylaws.

## ARTICLE VI

### COMPOSITION OF THE GOVERNING BOARD

**Section 1:** The Governing Board shall consist of the Executive Board, Standing Committee Chairs, Honorary Officers, and Advisors. The complete duties of each officer are listed in the Bylaws.

a. Executive Board: The Executive Board shall consist of the President, Operations Vice President, Thrift Store Vice President, and Welfare Vice President, Recording Secretary, Information Management Officer, Operations Treasurer, Welfare Treasurer, Parliamentarian, Honorary President and Honorary Vice Presidents. 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 Presidents are non-voting members of the Executive Board.

b. Standing Committee Chairs: The Standing Committee Chairs may include but, are not limited to, Volunteer Coordinator, Community Enhancement, Member Events, Member Events DIY, Membership, Reservations, Scholarships, Special Interest Groups, Thrift Shop, Trips and Tours, Ways and Means, Website, and Welfare. 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 SCSC will have one Honorary President and two Honorary Vice Presidents. The spouse of the senior ranking military official in the Stuttgart military community, will be the Honorary President of the SCSC. The Honorary President serves as an advisor to the SCSC. If the spouse is unable or unwilling to serve as Honorary President, the Executive Board will appoint an Honorary President. The Honorary President will appoint Honorary Vice Presidents, who are spouses of the next senior ranking military officials, one from AFRICOM and one from EUCOM. The Honorary President may also appoint additional Advisors, to include Advisors-at-Large, and Advisors to committees, which may include the Community Enhancement, Scholarship, Thrift Shop, and Welfare Committees, as they deem necessary. Honorary Officers and Advisors are non-voting members of the Governing Board and all committees.

**Section 2:** All Governing Board members agree not to disparage or denigrate the SCSC or its Board Members orally or in writing, nor publish, post, or otherwise release any such material in written or electronic format.

## 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 shall be decided by a simple majority of 51% of the votes received to include those present. If a single slate of officers is presented, it may be approved by acclamation.

**Section 4:** The President shall fill any Executive Board vacancies with the approval of the Executive Board with the exception of the office of President. The President and Honorary Officers shall determine which EB member shall fulfill duties in the temporary absence of the President and which EB member shall succeed to the Presidency upon vacancy of the President.

**Section 5:** Appointment of Advisors and Honorary Officers shall be in accordance with Article VI, Section 1(c).

## **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 shall be donated to Army Emergency Relief.

**Section 3:** The Garrison PO Coordinator shall be notified of the dissolution. Notice shall include:

- a. A statement of dissolution, dated and signed by the 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 AMENDMENT**

**Section 1:** Constitution - Changes and additions to the Constitution shall be approved by a 51% vote of a quorum of the Governing Board. A copy of the proposed Constitution shall be distributed to the membership via email and social media for a period of not less than 14 days before the next membership meeting to be voted upon. Enactment of

amendments to the Constitution shall be by majority of voting members present. The approved Constitution shall be signed by the President, either the Operations or Welfare Vice President, the Recording Secretary, and the Parliamentarian, and forwarded to the Private Organizations Coordinator. Amendments shall not conflict with AR 210-22 or AER Regulation 210-22.

**Section 2:** Bylaws - Changes and additions to the Bylaws must be approved by a 51% vote of a quorum of the Governing Board. A copy of the approved Bylaws shall be distributed to the General Membership by email and social media. The approved Bylaws shall be signed by the President, either the Operations or Welfare Vice President, the Recording Secretary and the Parliamentarian and forwarded to the USAG Stuttgart Private Organizations Coordinator. Changes and additions shall not conflict with AR 210-22 or AER 210-22.

**Section 3:** Biennial Constitution and Bylaws Review Committee - The committee shall be chaired by the Parliamentarian and its membership shall include the Honorary President or designee, two Executive Board members, two Governing Board members, two members-at-large and anyone the Parliamentarian deems necessary. The Committee shall present suggested Bylaw revisions to the Governing Board and Constitution revisions to the General Membership for approval.

**Section 4:** In the event that a vote is necessary between General Membership meetings, an electronic vote shall be taken. The motion requires a majority of the electronic responses collected within a seven-day period to pass.

## **ARTICLE RATIFICATION**

On February 7, 2023 the Constitution was updated to reflect new statements now required by the Private Organization Office.

Changes do not conflict with any pertinent regulations.



**Signed and Dated**

President \_\_\_\_\_

Operations or Welfare Vice President \_\_\_\_\_

Recording Secretary \_\_\_\_\_

Parliamentarian \_\_\_\_\_