

**Scott Spouses' Club
CONSTITUTION**

ARTICLE I - NAME, AUTHORITY, & PURPOSE

Section 1. Name

The name of the organization is the Scott Spouses' Club (SSC), comprised of the Social and Charitable components. Herein, SSC shall be used to include both the social and charitable components, unless otherwise specified.

Section 2. Authority

1. The SSC shall be a private, self-sustaining, non-profit, independent organization as defined in Air Force Instruction 34-223 (AFI 34-223) and in accordance with all applicable civil and military laws and regulations.
2. This Constitution is the SSC's request to operate as a private organization on Scott Air Force Base (Scott AFB), Illinois, subject to the consent of the 375th Air Mobility Wing Commander or designee. The SSC is not part of the Department of Defense or any of its components and has no governmental status.
3. The Social component is a private, non-profit organization, which is organized in accordance with Internal Revenue Codes as a 501(c)(7) (EIN # 37-1124997) social organization with the registered name of the Scott Spouses' Club.
4. The Charitable component is a private, non-profit organization, which is organized in accordance with Internal Revenue Codes as a 501(c)(3) (EIN # 30-0250590) welfare organization with the registered name of the Scott Spouses' Club Charitable Association (SSCCA).
5. Both the Social and Charitable components shall be referred to as the SSC, unless otherwise specified.

Section 3. Purpose

The purpose of the SSC shall be to develop, organize, and sponsor educational, charitable, and social activities. The goal is to foster, protect, and preserve the ideals of charity, benevolence, and camaraderie in keeping with the ideals of the United States Armed Forces, and to collect and disseminate information of interest and value to its members.

ARTICLE II - MEMBERSHIP

Membership in the SSC is voluntary and shall consist of active, associate, and honorary members as described in the Bylaws. Classification, responsibilities, rights, and privileges shall be defined in the Bylaws; provided, however, that membership shall not be denied to anyone because of age, race, religion, color, national origin, disability, ethnic group, sexual orientation, or gender identity, nor shall the SSC knowingly support or participate in any activity with any organization which engages in such practices; and provided further that membership classifications shall be consistent with the concept of Total Force, and shall not discriminate based on the branch of service or component in which the member's spouse is serving or that spouse's status is active, reserve, guard, retired, or deceased. All members must remain in good standing; a member in good standing shall be defined as one whose dues are paid in full and has no outstanding reservation fees.

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Amended 3/08/2023

ARTICLE III - ADMINISTRATION

Section 1. The SSC shall be governed by the Board of Governors which shall be composed of the Executive Board and the appointed Chairs of all standing and/or special committees.

Section 2. The Executive Board of the SSC shall be responsible for the day-to-day operations of the SSC and shall report to the Board of Governors. The Executive Board of the SSC shall be composed of the Advisor(s) (or designee(s)), President, 1st Vice President, 2nd Vice President, Secretary, Social Treasurer, Charitable Treasurer, and Parliamentarian.

Section 3. Both the Social and Charitable Treasurers will be bonded and all expenditures and reimbursements (checks) will be signed by the treasurer after vouchers have been signed by the approving authority (President, 1st Vice President, or 2nd Vice President) and submitted to the treasurer.

ARTICLE IV - MEETINGS

Section 1. The business of the SSC shall be conducted at regularly scheduled meetings of the Board of Governors, meetings of the membership, or special meetings, as described in the Bylaws. The President may call special meetings. All members shall be given reasonable notice of special meetings as set forth in the Bylaws.

Section 2. At general or special meetings of the membership, quorum shall be defined as one fourth ($\frac{1}{4}$) of active and associate members. All reasonable attempts shall be made to inform the membership of an upcoming vote and the need for their attendance.

Section 3. At any meeting of the Board of Governors, fifty-one percent (51%) of the total number of members of the Board of Governors entitled to vote shall constitute a quorum.

Section 4. An Advisor or designee must be present for SSC business to be conducted.

Section 5. When Scott AFB is closed due to inclement weather, the President shall cancel any scheduled meetings or functions. The President may reschedule meetings or functions at her/his discretion.

ARTICLE V - PARLIAMENTARY PROCEDURE

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the SSC in all cases to which they are applicable and in which they are not inconsistent with the Bylaws and any special rules of order the SSC may adopt.

ARTICLE VI - AMENDMENTS

Section 1. The Constitution shall be reviewed annually by the Constitution and Bylaws Committee.

Section 2. Any proposed amendment to this Constitution shall be submitted in written form to the Constitution and Bylaws Committee before being submitted to the Board of Governors and the general membership for approval by a two-thirds ($\frac{2}{3}$) majority vote.

Section 3. The Constitution may be amended at a general membership or special meeting. No amendment to the Constitution shall be effective until reviewed by the Staff Judge Advocate and approved by the 375th Air Mobility Wing Commander or designee. The Constitution and Amendments may also be voted on electronically, passing with a two-thirds ($\frac{2}{3}$) majority vote.

Section 4. The Bylaws may be amended by a two-thirds ($\frac{2}{3}$) majority vote of the Board of Governors.

ARTICLE VII - FINANCIAL RESPONSIBILITY

All members of the SSC shall be notified of their personal financial responsibility, if any, if there are insufficient assets to cover all liabilities.

ARTICLE VIII - FUNDING

Section 1. Funding for SSC activities will come from annual dues and various other fundraising activities, as outlined in the Bylaws, and in compliance with AFI 34-223, all applicable Private Organization Air Force Instructions and regulations, the Internal Revenue Service regulations, the law of the state of Illinois, and with the approval of the 375th Air Mobility Wing Commander or designee.

Section 2. No part of any monies in the custody of the SSC shall be used to the benefit of or be distributed to any member, other person, or entity in a manner inconsistent with its purpose stated herein.

ARTICLE IX - INSURANCE

Liability and bonding insurance commensurate with the risk involved shall be obtained by this organization for its sponsored activities and persons, unless waived by the 375th Air Mobility Wing Commander or designee. A copy of the insurance policy and all renewal policies will be forwarded to the 375th Force Support Squadron Private Organization designee. If insurance is not deemed necessary, the Social and Charitable Treasurers will submit a Request of Waiver of Insurance requirement to the 375th Force Support Squadron Private Organization designee for approval by the 375th Air Mobility Wing Commander or designee.

ARTICLE X - LIABILITY

Section 1. Indebtedness.

If an individual member obligates the organization, the obligation may only be for the sole use and the benefit of the organization. Should any member obligate the organization without proper authority to do so, the member will be liable to the organization.

Private Organization members must be made aware that they are jointly and severally liable for the obligations of the Private Organization and their understanding of the liability must be documented in accordance with AFI 34-223, Section 10, Operating a Private Organization. Members will acknowledge and sign for this on the SSC membership form.

Section 2. Solvency.

Should assets be insufficient to discharge all liabilities, it shall be the responsibility of the dues paying members to make payment for all liabilities of the organization.

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Amended 3/08/2023

Members do not have proprietary rights in SSC assets, and income will not accrue to individuals except through pre-approved SSC expense reimbursement.

ARTICLE XI - DISSOLUTION

Section 1. Procedure.

Dissolution of this organization shall be made by a two-thirds (2/3) majority vote of the membership or by the order of the 375th Air Mobility Wing Commander or designee.

Section 2. Disposition of Assets.

Upon dissolution of this organization, the assets in excess of liabilities shall be disposed of in accordance with pertinent Air Force and base instructions. Remaining charitable assets shall be donated to a charity or nonprofit organization, as detailed in the Bylaws, and approved by a majority of the members and the 375th Air Mobility Wing Commander or designee.

This article may not be amended or deleted without the approval of the 375th Air Mobility Wing Commander or designee.

Section 3. In the event that a non-appropriated fund instrumentality fills the need for which this private organization is established, this organization will be dissolved. Under those circumstances, all financial transactions of dissolution would be concluded separately and apart from the operation of any activity established as a non-appropriated fund instrumentality.

ARTICLE XII - ADOPTION

This Constitution and any subsequent amendments thereto, as provided in Article VI, shall become effective upon adoption by the affirmative vote of members as provided in Article IV, and approved by the 375th Air Mobility Wing Commander or designee.

Date	President, Scott Spouses' Club
Date	Parliamentarian, Scott Spouses' Club
Date	Commander, 375th Air Mobility Wing Commander Scott Air Force Base Illinois (or designee)