



Alamo Eagles Chapter
Of
101st Airborne Division Association



Constitution and By-laws

ARTICLE I – ALAMO EAGLES CHAPTER, 101ST AIRBORNE DIVISION ASSOCIATION

The name of this association shall be the Alamo Eagles Chapter of the 101st Airborne Division Association. Whereas members are welcome from throughout the United States, this chapter shall draw its membership primarily from metropolitan San Antonio, Texas, area.

ARTICLE II – PURPOSE

The purpose of this Chapter shall be to perpetuate comradeship and preserve the memory of those men and women who served or now serve honorably with the 101st Airborne Division. This Chapter stands ready to support Wounded Screaming Eagles at the San Antonio Military Medical Center in conjunction with the National Headquarters at Fort Campbell, Kentucky. The Chapter shall not engage in political activities nor shall it engage in any activities that may jeopardize its non-profit organizational status.

ARTICLE III – MEMBERSHIP CATEGORIES AND REQUIREMENTS

- a. Applications for all categories of Chapter membership shall be submitted with the prescribed dues on the form provided for that purpose to the Chapter Secretary. Proof of membership (or application thereto) in the National Association must also be submitted to the Secretary at the time of Chapter application.
- b. **REGULAR MEMBERS** are those individuals who were assigned, attached, or are presently assigned to the 101st Airborne Division by competent U.S. Army orders, served honorably and wore the 101st Airborne shoulder patch with AIRBORNE tab. Individuals who are or were assigned to units formerly organic to the 101st Airborne Division whose regimental or unit colors have subsequently been assigned to another military command are also eligible for regular membership.
- c. **ASSOCIATE MEMBERS** are those individuals who do not qualify for **REGULAR** membership, but wish to further the Chapter aims and tradition and are spouses, widows, widowers, ancestors or lineal descendants of individuals who could be a **REGULAR MEMBER**. They may enjoy all the benefits of the Chapter except the privileges of voting and holding Chapter office.

ARTICLE IV – OFFICERS AND DUTIES

- a. Elected Officers
 1. The elected officers of this Chapter shall consist of a **PRESIDENT**, **VICE-PRESIDENT**, **SECRETARY**, **TREASURER**, and one Executive Committeeman. The officers shall be elected by a showing of hands of **REGULAR MEMBERS** at an **ANNUAL MEETING**. All officers shall serve for a term of one year and shall assume office immediately after the adjournment of the meeting at which they were elected. Officers may be reelected to more than one term. Elected Chapter offices that remain vacant after an election may be filled by the showing of hands of **REGULAR MEMBERS** at any **REGULAR** meeting of the Chapter.
 2. The **PRESIDENT** shall preside over all meetings of the Chapter and shall have responsibility to manage the affairs of the Chapter. The **PRESIDENT** shall have the authority to appoint the appointed officers and the Chairpersons of all committees except those Chairpersons designated in this Constitution and By-laws. The President is also the Chair of the Executive Committee.
 3. The **VICE-PRESIDENT** shall assume the duties of the **PRESIDENT** if the **PRESIDENT** is absent or otherwise unable to perform the duties of the **PRESIDENT**. The **VICE-PRESIDENT** shall assume the office of **PRESIDENT** and serve the remainder of the **PRESIDENT'S** term in the event that the

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PRESIDENT is unable or unwilling to complete the elected term of office. The Vice President is also the Chair of the Program Committee. The VICE-PRESIDENT shall also assume additional duties as assigned by the PRESIDENT.

4. The SECRETARY shall keep the minutes of Chapter meetings and Executive Committee meetings, process membership applications, maintain Chapter membership rolls, and distribute Chapter meeting notices and minutes. The SECRETARY shall also serve as the point of contact for coordination of efforts to assist or comfort members that are in distress. The SECRETARY shall provide each January to National Headquarters the Chapter roster of members as of 31 December of the previous year. The Secretary is also the Chair of the Membership Committee. The SECRETARY shall also assume additional duties as may be assigned by the PRESIDENT.

5. The TREASURER shall be responsible for all financial assets of the Chapter. The TREASURER shall collect all dues, revenues, and donations on behalf of the Chapter. The TREASURER shall pay all bills for expenses incurred by the Chapter. The TREASURER shall keep an accurate accounting of all monies received as well as all funds disbursed in accordance with standard accounting practices. Information regarding the financial condition of the Chapter shall be made available at each Chapter meeting. The TREASURER shall provide an annual report of the financial condition of the Chapter at the ANNUAL meeting. The TREASURER shall establish and maintain checking and savings accounts as necessary to prudently manage the financial assets of the Chapter. The Treasurer shall also assume additional duties as may be assigned by the PRESIDENT.

6. The Executive Committeeman shall represent the viewpoint of the general membership on the Executive Committee. The Executive Committeeman will also chair the Audit Committee and the Constitution and By-laws Committee.

b. Appointed Officers

1. The appointed officers of this Chapter shall consist of a Chaplain and a Webmaster.

2. The CHAPLAIN shall lead the Chapter in opening prayers at all meetings as well as Benediction at the conclusion of meetings. The CHAPLAIN may also assist the SECRETARY in providing comfort to members who may be in distress.

3. The Webmaster shall establish and maintain a current website about the Chapter and write and distribute electronic newsletters to members.

ARTICLE V – COMMITTEES

a. The Chapter will have the following Standing Committees whose Chairpersons if not specified in this Constitution and By-laws will be appointed by the President:

1. Audit Committee, chaired by the Executive Committeeman and including at least one other member appointed by its chair, will inspect the records of the Treasurer after the close of business on December 31st and report on the results at the Annual Meeting, usually in January of each year.

2. Constitution and By-laws Committee, chaired by the Executive Committeeman, is responsible for conducting an annual review and reporting the results, including recommended changes, if any, at the regular monthly meeting in November of each year so due notice can be given to the general membership before the Annual Meeting of any recommended changes.

3. Executive Committee will consist of the elected officers and be chaired by the President. The Executive Committee will function as a Board of Directors, and as such will:

i. Make policy decisions for the Chapter as a whole subject to the review of the general membership of the Chapter.

ii. Review and approve the activities and dates set forth in the Program Committee's plan for the year.

iii. Set financial policy on expenditures to include a budget when the amount of funds makes it advisable.

iv. Approve expenditures exceeding \$100 when not a part of an approved budget.

v. The quorum for meetings of the Executive Committee meetings will be three (3) elected officers.

4. Membership Committee, chaired by the Secretary, is charged with the year round recruiting of new members and conducting the annual renewal campaign from December 1st of each year to the following April 30th.

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5. Nominating Committee, chaired by the Immediate Past President or, when they are unavailable, a person appointed by the current President, is responsible for recruiting elected officers to stand for election at the Annual Meeting in January of each year.

6. Program Committee, chaired by the Vice President, is responsible for determining the dates, times, and sites for all monthly meetings, commemorative meetings, and the annual meeting. The plan of the Program Committee for each year is subject to review and approval by the Executive Committee.

7. Wounded Screaming Eagle Support Committee is responsible for visiting Wounded Screaming Eagles at the San Antonio Military Medical Center. It will have two modes of operation: active and standby.

i. Active mode is used when the intensity of active 101st Airborne Division (Air Assault) operations are generating a near continuous flow of Wounded Screaming Eagles at the San Antonio Military Medical Center. It is characterized by the staging of clothing gift bags and Screaming Eagle Support Funds with the Chapter by the National Headquarters. The objective is to visit each newly arriving Wounded Screaming Eagle after they have been on site 24 hours and before 48 hours with a clothing gift bag. After that in-patient Wounded Screaming Eagles will be visited weekly. Funds will be disbursed in accordance with current guidelines from National Headquarters for the support of Wounded Screaming Eagles under unusual circumstances.

ii. Standby mode is used the intensity of active 101st Airborne Division (Air Assault) operations are generating few if any Wounded Screaming Eagles at the San Antonio Military Medical Center. Upon being alerted by National Headquarters, the Committee will visit Wounded Screaming Eagles and deliver clothing gift bags sent on a rush basis from National Headquarters. Upon detecting a need for Screaming Eagle Support Funds, the Committee will request they be sent from National Headquarters on an urgent basis.

b. The President may establish other temporary committees for defined purposes as the President may deem necessary.

ARTICLE VI – CHAPTER MEETINGS

a. REGULAR meetings of the Chapter shall take place monthly as a part of the regular program unless specifically changed by the PRESIDENT.

b. ANNUAL meetings shall take place in January of each year as a part of the regular program unless specifically changed by the PRESIDENT.

c. SPECIAL meetings may be called by the PRESIDENT. Upon request of 20% of the membership in writing, SPECIAL meetings will be called by the President.

d. A quorum for REGULAR, ANNUAL, and SPECIAL meetings will be ten (10) members.

ARTICLE VII – MEMBERSHIP DUES

a. ANNUAL dues for REGULAR and ASSOCIATE members shall be \$10 and is due and payable on the first day of January each year. REGULAR and ASSOCIATE members shall maintain active membership in the 101st Airborne Division Association, Inc. (National Association) and shall submit evidence thereof with the Chapter membership payment.

b. New ANNUAL membership applications received after July 1 of any year shall be pro-rated to \$5 for the first year of membership and shall expire on December 31 of that year.

c. Any ANNUAL member failing to pay dues to the Chapter by the 31st day of March shall be deemed to be in arrears and a notice shall be sent to the member advising that membership privileges shall be suspended. If dues in arrears are not paid by April 30, the ANNUAL member shall be declared INACTIVE by the Chapter.

e. An INACTIVE member may be reinstated to REGULAR OR ASSOCIATE membership status by paying a \$10 for the current dues (pro-ration shall not apply to INACTIVE members).

f. Members that have obtained the status of ASSOCIATE member due to death of a spouse are not required to pay dues.

ARTICLE VIII – FUND CONTROL

a. The fiscal year or annual accounting period of the Chapter will start on January 1st of each calendar year and end on December 31st of the same calendar year.

b. General Funds will be under the control of the Treasurer. Disbursements of funds required for normal purposes, e. g., remittance of National dues collected at the same time as Chapter dues, is the responsibility of the Treasurer. Expenditures of funds not considered normal will be made with the approval of the President if the amount is \$100 or less. Expenditures of funds not considered normal will be made with the approval of the Executive Committee when the amount is greater than \$100.

c. The Chapter may establish and maintain SPECIAL FUNDS for those purposes agreed upon by the membership. Monies deposited in SPECIAL FUNDS may be co-mingled with Chapter operational funds, but must be accounted for separately. There are no SPECIAL FUNDS established by the Chapter to date.

d. In the event that the Chapter is advanced funds from National Headquarters for the support of Wounded Screaming Eagles at the San Antonio Military Medical Center those funds will be kept in a separate checking account and reports rendered to National Headquarters as required by them. All disbursements will be in line with the guidelines from National Headquarters.

ARTICLE IX – AMENDMENT PROCESS

The By-Laws of the Chapter may be amended by a two-thirds vote of REGULAR members present at any ANNUAL meeting or SPECIAL meeting called for that purpose. Proposed amendments shall be published in a newsletter or directly mailed (email acceptable) to all members no less than 30 days prior to the ANNUAL meeting at which the amendment is proposed for adoption.

ARTICLE X – RULES OF ORDER

The parliamentary authority of the Chapter shall be the current edition of Robert's Rules of Order Newly Revised (RONR), which as of the date of adoption of this Constitution and By-Laws was the 11th Edition.


ARTICLE XI – DISSOLUTION

a. The Chapter may be dissolved at any time by a two-thirds (2/3) vote of all members whose dues are current by means of a written, by mail ballot wherein at least two thirds (2/3) of all members respond in the affirmative that the Chapter be dissolved.

b. Upon passage of a motion to dissolve the Chapter, the Chapter officers shall publish a list of all physical property owned by the Chapter to the members and request written bids by a set date. Property left over will be sold at internet auction sites until gone. In the event any physical property cannot be sold with even zero dollar opening bids, it is to be trashed.

c. After the payment of final bills, remaining money in the Treasury to include proceeds from the sale of all physical property will be donated to the 101st Airborne Division Association, an IRS 501(c)(19) recognized organization, for its use in continuing the support of members and former members of the 101st Airborne Division.

These CONSTITUTION and BY-LAWS were adopted by a vote of the REGULAR members of the Alamo Eagles Chapter, 101st Airborne Division Association at the ANNUAL meeting of the Chapter on February 18, 2016 in San Antonio, Texas.



NIGEL H. BENCHOFF, SECRETARY



HAROLD C. FLEISCHER, III, PRESIDENT