

2018
Wright-Patterson Enlisted Spouses Club
CONSTITUTION

ARTICLE I: NAME

The name of this organization shall be “Wright-Patterson Enlisted Spouses Club,” hereafter referred to as “WPESC” or “ESC.”

ARTICLE II: PURPOSE

The ESC is a two-part organization. Through planning and participation in charitable and social events, ESC strives to enhance the quality of life at Wright-Patterson Air Force Base for enlisted military personnel, active or retired, their families, civilians, and DoD employees, and prior enlisted military personnel.

- A. As a charitable organization, ESC strives to build interest and participation in charitable, community-related, and educational activities and programs, which promote, enrich, and contribute to the well-being of Wright-Patterson military members, retirees, their families, civilians, DoD employees, and prior enlisted military personnel.
- B. As a social organization, ESC supports Wright-Patterson’s enlisted military personnel, active or retired, their families, WPAFB civilians, and DoD employees, and prior enlisted military personnel through creating and being involved in cultural, family, and social events; therefore, providing them with opportunities for social interaction and emotional support.

ARTICLE III: GENERAL PROVISIONS

- A. ESC operates on a military base only with the consent of the 88th Airbase Wing Commander or designee. Operation is contingent on compliance with the requirements and conditions of all applicable Air Force regulations.
- B. ESC is a non-profit organization.
- C. ESC is a type 3 Private Organization as classified by AFI 34-223.
- D. ESC is not a non-appropriated fund instrumentally, nor is it entitled to the privileges and immunities of the Federal Government.

ARTICLE IV: MEMBERSHIP

- A. Membership in this organization shall be voluntary.
- B. Membership is open to active, associate, and advisors as directed in the by-laws.
- C. This organization shall not discriminate on the basis of age, race, color, religion, sex, national origin, ethnic group, disability, or gender.
- D. Members of ESC agree to covenant not to sue any of its members, the United States Government, and/or the United States Air Force, for any action or tort, which may arise out of the operations and/or activities of ESC.

ARTICLE V: DUES

Dues shall be specified in ESC bylaws.

ARTICLE VI: LIABILITY

Membership is liable under the laws of the State of Ohio for organizational debts in the event the organization's assets are insufficient to discharge liabilities.

ARTICLE VII: INSURANCE

Unless a waiver is obtained from the Force Support Squadron Commander, insurance is carried which provides legal liability protection for various activities within the organization.

ARTICLE VIII: OFFICERS

The officers of ESC shall consist of the President, Vice President, Treasurer, Secretary, and the Parliamentarian.

- A. Powers and Duties: Election, powers, and duties of officers shall be conducted in accordance with Robert's Rules of Order, Newly Revised by Henry Martin Robert; Robert's Rules of Order shall govern the organization in so far as it does not conflict with the Constitution or By-laws.
- B. The Officers and advisors shall comprise the Executive Board.
- C. There shall be an appointed board, which will be comprised of the General Board members and appointed by the Executive Board.
- D. Members of the Executive Board and the General Board will be known as the Board of Governors.

ARTICLE IX: MEETINGS

- A. There shall be a General Membership/Social membership meeting once a month, unless otherwise designated by the Executive Board
- B. The Board of Governors shall meet 4th Thursday of each month or at least two weeks prior to the General Membership/Social meetings.
- C. The President may call special meetings of the general membership at any time with the approval of the Executive Board.
- D. Fifty percent (50%) of the eligible voting Executive Board members and must include a vote from either the President or Vice President.
- E. Members-in-good-standing who are present at the General Board meetings or the General Membership/Social meetings shall constitute a quorum.

ARTICLE X: ELECTIONS

Elections shall be by secret ballot, annually at the August Social membership meeting. Special elections shall be held as outlined in the ESC Bylaws.

ARTICLE XI: ADOPTION AND AMENDMENTS

- A. The ESC Constitution will be updated every two years or when there is a change in the purpose, function, or membership eligibility of the Private Organization (PO), whichever comes first.
- B. Amendment approval process is as follows:
 - 1. Adoptions and amendments to this Constitution shall be proposed in writing, signed by three members-in-good-standing and presented at a regular meeting of the Board of Governors for their approval.
 - 2. Proposed revisions or the article(s) proposed for amendment are presented in writing and read at any Social membership meeting 4 weeks prior to the voting.
 - 3. Adoptions or amendments to the Constitution shall then be submitted in writing to the Resource Management Flight Chief for review by the Staff Judge Advocate and final approval by the Support Group Commander.
 - 4. Finally, adoptions or amendments to this Constitution shall become effective upon a 2/3 affirmative vote of the quorum present at a regularly scheduled General Membership/Social meeting.

ARTICLE XII: METHOD OF FINANCING

This organization shall not engage in any resale activities without specific written authorization from the 88th FSS or designee. The primary source of income for this organization will be dues, fees, fundraisers, and donations. Funds are to be used for charitable, welfare, and social purposes. There shall be a General Fund checking account and Welfare Disbursements. Withdrawals from these accounts shall be made with the approval of at least two of the following Executive Board members: Treasurer, President or Vice President.

ARTICLE XIII: AUDITS

The Treasurer shall provide a financial report upon request of 2/3 of the membership, the Installation Commander or designee or as directed by higher Headquarters. Reports shall be submitted to Resource Management Flight Chief (RMFC) NLT 20 days after POs the fiscal year of January 1st to December 31st.

ARTICLE XIV: DISSOLUTION

- A. ESC may be dissolved on the initiative of the membership or by the decision of the Private Organization Monitor to withdraw authorization to operate on Wright-Patterson Air Force Base.
- B. In the event that ESC wished to disband, a committee will be appointed to prepare the proper resolutions for disbanding and disposal of property with the assistance of the base Legal Office. Notice of the proposed dissolution will be emailed to all members. This

notice must be made at least thirty (30) days before voting on the dissolution. In order for a resolution to be adopted and approved, 30% vote of the Active and Associate members must be taken.

- C. All funds in excess of outstanding bills will be donated to Charities approved by the ESC membership. In no event shall dissolution of the ESC be effective unless and until the Resource Management Flight Chief so approves.

Approved on 22 January, 2018 by the 2018 ESC Board of Governors.

Kindra McPhail, President
2018 Wright-Patterson Enlisted Spouses Club

Danielle Hugel, Parliamentarian
2018 Wright-Patterson Enlisted Spouses Club