

**Constitution
Of the
Davis-Monthan Officers' Spouses' Club**

Article I: Name

The name of this organization shall be the Davis Monthan Officers' Spouses' Club (hereinafter referred to as the DMOSC), in accordance with AFI 34-223, paragraph 10.1.4.

Article II: Purpose

The purpose of this organization shall be to promote good fellowship and morale among its members, and charitable activities for the welfare of the DMAFB and the general community.

Article III: Authority and Limitations

- A. This organization is organized as a private organization pursuant to the authority contained in AFI 34-223 and Davis-Monthan AFB supplements.
- B. The DMOSC shall conduct activities within the guidelines of the Internal Revenue Code Section 501C (3), guidelines for a non-profit organization. Said organization is organized exclusively for social and welfare purposes within the meaning of section 501 C (3) of the code, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501 C (3) of the Internal Revenue Code or corresponding section of any future federal tax code.**
- C. This organization is not an instrument of the government and is not under Air Force control, except as indicated in the above mentioned AFI.
- D. No act or omission of this organization or any of its officers, agents or members will create a debt or liability upon appropriated or non-appropriated funds of the United States or any of its instrumentalities.
- E. This organization may exist at Davis-Monthan AFB only with the written consent of the Installation Commander or their delegate.
- F. This organization will not conduct any business in the name of any United States Air Force Installation.
- G. This organization will not conduct any program which will prejudice or discredit the United States government or conflict with governmental activities.
- H. This organization will not engage in any activities which compete with those of any Morale, Welfare and Recreation (MWR) program, non-appropriated fund

This is a private organization. It is not a part of the Department of Defense or any of its components and it has no governmental status.

- instrumentality, or Army and Air Force Exchange Services operation on the Installation.
- I. Neither appropriated fund activities nor non-appropriated fund instrumentalities may assert any claim to the assets of this private organization, except as may possibly arise out of the contractual relationships or as mentioned in the Air Force Instructions concerning donations and abandoned assets.
 - J. This organization must have liability insurance unless the Installation Commander waives the requirement, in accordance with AFI 34-223, paragraph 10.11.
 - K. This organization may acquire bonding for the President, Vice President, Treasurer and any other board members as determined necessary by the Governing Board.
 - L. The membership has personal financial responsibilities for organizational debts in the event the organization's assets are insufficient to discharge liabilities. **In accordance with the laws of the State of Arizona, the members are jointly and severally liable for the debts of the organization.**

Article IV: Membership

Membership is voluntary and shall consist of Regular, Associate, and Honorary members. **The DMOSC does not discriminate in selection of Board Members or in its membership policies** based on age, race, religion, color, national origin, ethnic group or gender.

Article V: Finances

- A. All members—Regular, and Associate, with the exception of the Honorary members, shall pay dues in accordance with the Bylaws.
- B. Funds to support charitable activities will be raised through occasional charitable fund-raising activities. “Occasional” is defined as not more than two fundraising events per calendar quarter.
- C. Funds to support the social activities of the DMOSC will be raised through membership dues and designated membership opportunities.
- D. There will be separate Charitable and Social Funds. **Audits will be conducted as required by AFI 34-233. The Board may also approve audits or reviews as deemed necessary and financially feasible.**
- E. This organization will maintain its tax-exempt status for the Charitable and Social Funds.

Article VI: Government

- A. This organization shall have four elected officers to include a President, Vice President, Secretary, and Treasurer. Their election and duties are provided in the Bylaws.
- B. The executive direction of the DMOSC shall be vested in the Governing Board with the President responsible for all the aspects of the DMOSC with consultation of the Honorary Officers.**
- C. This organization shall have two Honorary Officers, an Honorary President and an Honorary Vice President.
1. Honorary President, upon consent, shall be the spouse of the 12th Air Force Commander. The Honorary President may attend Governing Board meetings at her/his discretion and shall receive minutes of all such meetings on request.
 2. Honorary Vice President, upon consent, shall be the spouse of the 12th Air Force Vice Commander. The Honorary Vice President may attend Governing Board meetings at her/his discretion and shall receive minutes of all such meetings on request.
 3. In the event that the 12th Air Force Commander and/or the 12th Air Force Vice Commander is unaccompanied or single, or the spouse is unable to serve, the 12th Air Force Commander or Vice Commander may recommend the Honorary President and/or Vice President.
- D. This organization shall have two advisors, who will serve as non-voting members of the Governing Board.
1. The spouse of the 355th Fighter Wing Commander or a designated representative shall be the Senior Advisor.
 2. The spouse of the 355th Vice Fighter Wing Commander or a designated representative shall be an Advisor.
 3. Designated representatives shall be appointed by the spouse of the 355th Fighter Wing Commander. Appointments shall be subject to the arrival of a new Fighter Wing Commander, Vice Fighter Wing Commander, or the departure of the designated representative.
- E. The Governing Board shall consist of the two Advisors, the Elected Officers, Standing Committee, and Subcommittee Chairs, and the Parliamentarian. The Governing Board shall formulate policies and direct the operation of the DMOSC.
- F. The Executive Committee is an advisory group to the President and shall consist of the two Advisors, the Elected Officers, and the Parliamentarian.
- G. Parliamentary Authority shall be Robert's Rules of Order, Newly Revised, in all matters not specified in the Constitution, Bylaws, and Policies and Procedures of the DMOSC.

Article VII: Amendments

- A. The amendment process for the Constitution and Bylaws shall be:
1. Amendments must be submitted in writing by an active DMOSC member to the Executive Board.
 2. If the proposed Amendment is passed by the majority of the Executive Board, it shall be presented at the next regularly scheduled Governing Board meeting.
 3. If the proposed Amendment is passed by the majority of the Governing Board, then it shall be posted for at least 28 days or until the next regularly scheduled General Membership meeting.
 4. A majority vote of the active Members present at the General membership meeting shall approve a proposed amendment.
- B. All approved amendments shall be submitted to the Private Org office with FSS for approval.
- C. In the event that any of provision of the Constitution shall be deemed illegal or contrary to any Air Force Directive, such portion shall be changed administratively to conform.
- D. No amendment omitting the Statement of Purpose or deleting provisions pertaining to Dissolution will be permitted.

Article VIII: Dissolution

The President shall notify the 355th Services Squadron Commander or designated division chief of the intent to dissolve the PO and provide a time-phase action plan.

- A. The Governing Board shall recommend to the membership a course of action and it shall be voted upon by a majority of the active members present at a general membership meeting. Once approved, the President must inform the FSS Commander or Division Chief of the intent to dissolve the PO and prepare a time-phased action plan to do so.
- B. No funds or property shall inure to the benefit of any member of the DMOSC.
- C. Charitable Fund assets will be distributed for one or more tax-exempt purpose, to the federal government, or to a state or local government for public purposes, but not to the Social Account.

Sunny Stumpe
Parliamentarian

Date