

American Society of Military Comptrollers



Aloha Chapter

CONSTITUTION OF THE ALOHA CHAPTER OF THE AMERICAN SOCIETY OF MILITARY COMPTROLLERS

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Article I - Name

The name of this organization is the “Aloha Chapter of the American Society of Military Comptrollers.” By definition, the profession of Military Comptrollership in the Department of Defense (DoD) and in the Coast Guard includes the fields of financial and general management accounting, finance, budgeting, programming, reporting, statistics, auditing, cost analysis, management analysis, and supporting activities in management/industrial engineering, automated data processing, operations research/systems analysis, and such other fields as the National Council may designate. The Aloha Chapter is a local organization and is also affiliated with the National Organization, the American Society of Military Comptrollers, Alexandria, VA.

Article II - Purpose

Section 1. The purposes of this Chapter are to:

- a. Afford a means by which members in Hawaii and surrounding areas who are or have been engaged in Military Comptrollership may, through combined action and application of advanced knowledge, techniques and sound management, assist in maintaining and improving the high standards of Military Comptrollership;
- b. Foster a spirit of good will and good fellowship among its members;
- c. Perpetuate the traditions growing out of their service together in, with and in support of the Armed Forces of the United States of America;
- d. Promote education and training of Military Comptrollership;
- e. Exchange ideas and techniques for dealing with common problems of supporting the Military Services and DoD Agencies.

Section 2. To fulfill this purpose, the Chapter will:

- a. Conduct meetings, seminars and conventions, and other professional and educational activities;
- b. Initiate and exchange correspondence;
- c. Contribute to the National Society's publications in which ideas and professional information concerning Military Comptrollership are exchanged;
- d. Foster training opportunities.

Article III - Membership

Section 1. There will be five classes of membership: Active, Life, Associate, Honorary and Corporate. Membership in this organization shall be available without regard to race, color, creed, sex or national origin.

a. Active members will be (or will have been) military or civil service employees who are or have been employed in the Military Comptrollership field and who, to remain in good standing, have paid the appropriate dues and fees.

b. Life members will be those Active members who have been in good standing for twenty (20) consecutive years, who have paid the life membership fee, or who are past National Presidents. Life members have all the rights and privileges of active members.

c. Associate members will be persons who, though not qualified for Active or Life membership, demonstrate an interest in the Military Comptrollership field and who, to remain in good standing, have paid the appropriate dues and fees.

d. Honorary memberships may be conferred upon persons making significant contributions to Military Comptrollership who are not eligible for, or who would not otherwise be expected to join one of the other classes of membership.

e. Corporate memberships may be conferred upon businesses or firms which support Military Comptrollership and Resource Management through recognition, service, scholarship and exchange of professional ideas and knowledge and, to remain in good standing, have paid the appropriate dues and fees.

Section 2 - Application and Nomination. Application for Active, Life and Associate memberships will be submitted through any ASMC member. Such applications will be forwarded to the National Executive Director for processing. Honorary members will be nominated by the Chapter President and approved by the National President. Corporate memberships will be submitted through the Chapter's Membership Committee. Applicants for membership will receive notice of acceptance to membership from the National Executive Director.

Section 3. Honorary, Associate and Corporate members have the right to speak at meetings but not to make motions, vote, or hold any office in the Chapter.

Section 4. Dues will be established by the National Council. In addition to the national dues, the local Chapter may collect annual dues as established by its membership.

Section 5. An Active or Life member, who in the opinion of the Chapter by a two-thirds vote of the members as defined in Article VII, brings discredit upon the Society, will be expelled. A member so expelled by the Chapter may appeal the action to the National Council, whose decision will be final.

Section 6. An Active member who fails to pay prescribed annual dues within the period

of time fixed by the National Headquarters will be suspended. If this cause for suspension has not been rectified within one year from the date of delinquency, the suspended member will be dropped from the Society. A member suspended or dropped for non-payment of annual dues may be readmitted to the Society by the National Council upon application to the National Headquarters for processing through the National Council.

Section 7. An Active member who has resigned will be dropped, effective with the date of resignation, from the membership of the Chapter.

Section 8. A member who has either resigned, been dropped or expelled, will forfeit all privileges in the Society, and that member's rights will cease and terminate in all holdings and assets, real property and effects owned or held in trust or operated by the Chapter.

Section 9. The Chapter will accept transfer of, and extend guest privileges to, all members from other chapters.

Section 10. All classes of membership may invite guests to Chapter activities. No person may attend as a guest more than 3 times a year without submitting an application for membership.

Article IV – Officers and Committee Members

Section 1. The following officers of the Chapter, to be called the Executive Committee, will be elected annually as specified in the By-Laws, and will serve without compensation.

- a. President
- b. Vice President
- c. Vice President - Army
- d. Vice President - Navy
- e. Vice President - Marine Corps
- f. Vice President - Air Force
- g. Vice President - DFAS
- h. Vice President - Coast Guard
- i. Secretary
- j. Treasurer

Section 2. The establishment of other committees and appointment of Committee Chairpersons will be the responsibility of the Executive Committee. Current committees include Membership and Publicity, Program and Development, Five-Star, Newsletter, Scholarship and Awards, Budget and Finance, and Ad Hoc and are detailed in the Aloha Chapter By-Laws, Sec IX.

Section 3. Officers will be elected by a simple majority vote of a quorum of the

Chapter membership in attendance at a regularly scheduled meeting or a simple majority vote of those active Chapter members casting their votes during a special ballot called by the Executive Committee.

In case a vacancy occurs in the office of the President, the Vice President shall fulfill the remaining term of the President. A vacancy occurring in all other offices shall be filled for the unexpired term by a person elected by a majority vote of the remaining members of the Executive Committee.

A nominating committee appointed by the Chapter President will present the names of willing nominees for each office through the distribution of nomination forms distributed to all active Chapter members.

Section 4. No person will be eligible to hold office, be a voting member of a committee, or hold a position of authority or trust in the Chapter unless that person is an Active or Life member in good standing at the date of election, be of good moral character, and reflect the highest ideals of the profession.

Section 5. Any officer may be removed from office for proper cause by a three-fourths vote of a quorum of the membership of the Chapter attending a regular or special meeting. Proxy instruments submitted by absent members will be considered as a valid deputation of voting privilege and, as such, will be accepted as a right of vote.

Section 6. In case a vacancy occurs in the office of the President, the Vice President shall fulfill the remaining term of the President. A vacancy occurring in all other offices shall be filled for the unexpired term by a person elected by a majority vote of the remaining members of the Executive Committee.

Article V - Duties of Officers

Section 1. The Chapter President will be the presiding officer of the Chapter and Executive Committee. This individual will enforce all By-Laws, the Chapter Constitution, contracts, etc., and execute such papers as will require signature; exercise general supervisory control over all affairs of the Chapter; serve as ex-officio member of all committees, or other governing bodies; and may examine all committee minutes, books and records. The Chapter President, in conjunction with the Executive Committee, will establish goals and project outlines for the year. The Chapter President, in conjunction with the Executive Committee, will directly oversee the activities of Chapter Committees to ensure their efforts are in the best interest of the Chapter. The Chapter President will determine the division of responsibilities for committee chairpersons at the start of each year in office.

Section 2. In the temporary absence of the Chapter President, the Vice President will perform the duties of the President. The Vice President will also perform other duties as assigned by the President.

Section 3. The Secretary will record the proceedings of general membership and Executive Committee meetings. This individual will keep an exact roster of the membership; be custodian of the Charter, Constitution, seal, By-Laws, documents, and papers of the Chapter; maintain historical documents of chapter events and functions, maintain contact with the Executive Director of the National Society; answer correspondence; provide assistance; and perform such other duties as may be directed by the Chapter President.

Section 4. The Treasurer will receive and deposit all monies of the Chapter, pay its just bills, maintain its books of account, and make appropriate reports on the financial condition of the Chapter to the Chapter President and the Chapter members as directed. Disbursements other than routine office or luncheon expenses will be presented to the Executive Committee for prior approval. Upon approval of an annual budget, the Executive Committee will have approval authority for unforeseen expenditures, and will backbrief the general membership at the earliest opportunity. The Treasurer will make recommendations for the use of Chapter funds and other assets, maintain audit trails for all transactions, ensure compliance with and scheduling of audits, and perform other duties as directed by the President. Audits of the Chapter financial records will occur annually and whenever there is a change in the Chapter President or Treasurer.

Section 5. The Vice Presidents for the Services, Coast Guard and DFAS will represent the interests of their respective organizations and be responsible for disseminating information on Chapter activities and functions. The organization Vice Presidents will provide guidance to committees as directed by the Chapter President, and perform such other duties as may be directed by the Chapter President.

Article VI - Meetings and Quorums

Section 1. At least quarterly meetings of this chapter will be held. Meeting dates will be determined by the Executive Committee through the Meetings Committee. Special meetings may be called by the President or by a majority of the Executive Committee.

Section 2. Executive Committee meetings will be held at least quarterly, or at the call of the Chapter President. A simple majority of the membership of the Executive Committee shall constitute a quorum.

Section 3. Ten percent (10%) of the members on the active roles shall constitute a quorum for the transaction of business in any meeting of the Chapter.

Article VII - Voting

Section 1. No business requiring approval of the membership will be transacted in the absence of a quorum. A majority vote shall require a simple majority of the votes cast, ignoring blanks or abstentions. A two-thirds vote shall require two-thirds of the votes cast, ignoring blanks or abstentions. A three-fourths vote shall require three-fourths of the votes cast, ignoring blanks or abstentions. A majority vote shall suffice for all

business, including that of the Executive Committee except where otherwise specified in the Constitution or By-Laws.

Article VIII - Dissolution

Section 1. A two-thirds majority vote of all Chapter members eligible to vote is required to effect dissolution of the Chapter. The net assets of the Chapter, upon dissolution, will be distributed under the direction of the Executive Committee who will coordinate with the National Executive Committee the dissolution of the Chapter. Any distribution of the Chapter's assets will only be made to nonprofit or charitable organizations after payment of all outstanding just bills. Chapter records will be forwarded to the National Headquarters.

Article IX - Rules of Order

Section 1. All meetings of or in connection with the business of the Chapter will be conducted in accordance with *Robert's Rules of Order*.

Article X - By-Laws

Section 1. The provisions of this Constitution may be implemented by such By-Laws as may be considered necessary, which shall become effective when adopted by a majority of the members, as defined in Article VII.

Section 2. It is the intention of the Chapter that the Chapter Constitution and By-Laws be in conformance with the National Constitution and By-Laws. In cases of conflict, the National Constitution and By-Laws shall take precedence.

Article XI - Amendments

Section 1. This Constitution may be amended by a two-thirds vote of the membership, as defined in Article VII, at any regular scheduled meeting of the chapter. This is provided that notice of the proposed amendment shall have been given at a previous meeting or by some correspondence, which may include the Chapter Newsletter, and that the proposed amendment shall be subject to final approval by the Executive Committee.

Section 2. By a majority vote of the Executive Committee, an ad-hoc committee may be appointed to submit a revised Constitution or By-Laws as a substitute for the existing documents. The requirements for adoption of a revised Constitution or By-Laws will be the same as in the case of an amendment.

Section 3. A copy of any amendments will be submitted to the National Headquarters.

Article XII - Effective Date

Section 1. Adoption: This Constitution, together with the Chapter's By-Laws, will

become effective when approved by a two-thirds vote of the membership, as defined in Article VII.

Section 2. Amendments: Amendments will become effective when approved by a two-thirds vote of the membership, as defined in Article VII, as reflected by the “as of” date recorded on the amendment.

Section 3. The Constitution and By-Laws will be reviewed at least every five years by the Executive Committee.

Article XIII - Distribution

Section 1. A copy of this Constitution and of the By-Laws are available to any chapter member upon request.