



Constitution of the Lackland Spouses' Club

Article 1 **Name and Purpose**

The name of the organization shall be Lackland Spouses' Club and hereafter shall be referred to as LSC. It is not a part of the Department of Defense or any of its components and it has no governmental status.

In keeping with the ideals of the United States Air Force, the mission of the LSC is to provide a welcoming and supportive environment for its members through a variety of social and recreational activities; promote goodwill throughout Joint Base San Antonio - Lackland and greater San Antonio metro area through outreach and community service; and to foster and preserve a tradition of philanthropy through a robust program that provides scholarships and charitable donations that directly impact military families.

The LSC is a two-part organization.

1. The social and administrative part is a private, non-profit organization, which is organized in compliance with Section 501(c)7 of the Internal Revenue Service (IRS) and hereafter shall be referred to as LSC-S&A.

The purpose of the LSC-S&A shall be to promote social and recreational activities.

Funds collected by the LSC-S&A will be used in operation of the LSC and to promote social and recreational activities.

2. The scholarship and charitable part is a private, non-profit organization, which is organized in compliance with Section 501(c)3 of the Internal Revenue Service (IRS) and hereafter shall be referred to as LSC-S&C.

The purpose of the LSC-S&C shall be to provide scholarships to eligible candidates and to non-profit organizations in furtherance of charitable or educational purposes.

Funds collected by the LSC-S&C will be used to provide scholarships to eligible candidates and to non-profit organizations in furtherance of charitable or educational purposes.

Article 2 **General Provisions**

This private organization will operate on Joint Base San Antonio, Texas pursuant to the provisions of AFI 34-223 and in accordance with all applicable civil and military laws and regulations. The organization shall be Self-sustaining and operate only with the consent of the installation commander. Operation is also contingent on compliance with the requirements and conditions of all applicable Air Force regulations.

The membership is jointly and severally liable under the laws of the State of Texas for organizational debts or liabilities in the event the organization's assets are insufficient to discharge liabilities.

Article 3

Officers and Governing Body

The officers of the LSC shall consist of President, First Vice President, Second Vice President, Secretary, Administrative Treasurer, Scholarship and Charitable Treasurer,(Having two treasurers is optional) and Parliamentarian. The duties of the officers are outlined in Article 1 of the organization's bylaws, respective job descriptions, and Robert's Rules of Order (current edition).

The Executive Board shall consist of the officers and advisor(s).

The Board of Governors shall consist of the Executive Board and Committee Chairpersons.

The officers shall attend and the President shall preside over all official meetings of the general membership, the Board of Governors, and the Executive Board.

Article 4

Membership or Patronage

1. The LSC will not discriminate in hiring practices or membership policies on the basis of age, race, religion, color, national origin, disability, ethnic group or gender.
2. Membership in the LSC is open to:
 - i. Active – Any spouse/adult dependant that holds a DOD Card and has base privilege. Active members are voting members and may hold elected offices.
 - ii. Honorary –.All widows that complete a membership application may become an honorary member. Honorary members are not voting members and may not hold elected offices.
3. Individuals may apply for Active Membership by completing a membership form and paying dues as defined in the Bylaws.
4. Continuing membership is based upon annual enrollment commencing in August of every year.
5. Membership in the organization can be terminated by resignation or by notification/disciplinary action or failure to pay dues.
6. Membership can be reinstated by application in writing to the President for consideration.
7. Members do not have proprietary rights in the organization's assets. Income will not accrue to individuals except through wages or salaries for employees or other payment for services rendered.

Article 5

Method of Financing

The LSC will maintain two separate accounts for funds.

1. The LSC-S&A shall be financed primarily through membership dues and fees, fund-raising events, service charges, donations, etc. All fundraisers will be approved by the 502d Force Support Squadron Commander (502 FSS/CL).
2. The LSC-S&C shall be financed primarily through fund-raising events, donations, etc. All fundraisers will be approved by the 502 FSS/CL.
3. Funds may be transferred from LSC-S&A to LSC-S&C. Funds may not be transferred from LSC-S&C to LSC-S&A.

Article 6

Activities

1. The LSC will not engage in activities which compete with those of any MWR activity, NAFI or Army and Air Force Exchange operation on an installation, except as provided in AFI 34-223.
2. The LSC will not engage in on-base resale activities (including bake sales, car washes, etc.) unless specific written authorization is obtained from 502 FSS/CL.
3. The LSC will not conduct any organizational fundraising activities in the workplace during the Combined Federal Campaign or service campaigns.

Article 7

Meetings and Quorums

1. General membership meetings will be held not less frequently than quarterly.
2. An annual meeting will be held for the election of officers. Procedures for nominations and the elections are outlined in Article 2 of the by-laws.
3. A quorum for all official meetings is 51% at board meetings and 51% of voting members in attendance at general membership meetings. The presiding officer will not have to vote except in case of a tie.
4. Special membership meetings may be called at the discretion of the Executive Board or must be called upon written petition of two-thirds of Active Members. Public notices of special membership meetings must be given at least two weeks in advance.

Article 8

Lackland Thrift Shop

The Lackland Thrift Shop shall be run by a governing body known the Lackland Thrift Shop Committee, under the auspices of the LSC. The Lackland Thrift Shop Committee will establish and maintain the operating procedures and management policy of the Lackland Thrift Shop as defined in the Lackland Thrift Shop Operating Policies and Procedures.

Article 9
Adoption and Amendments

Amendments to this constitution may be submitted by any member in good standing to the Executive Board, at the earliest possible date. The Executive Board will present the proposed amendment to the Board of Governors, if passed by majority vote it will then be presented to the general membership with at least 14 days advance notice to the meeting. To be adopted, the amendment must receive a majority vote of Active Members present. Approval of amendments and adoption of the Constitution are subject to the final review by the Installation Commander, Joint Base-San Antonio or if the authority has been delegated, by the 502d Force Support Group Commander (502 FSG/CC) through the 502 FSS/CL.

Article 10
Dissolution

1. Upon dissolution, LSC's officers must:
 - i. Notify the 502 FSG/CC or 502 FSS/CL of its intent to dissolve the organization.
 - ii. Prepare a time-phased action plan to do so.
 - iii. Officers shall, after paying or making provision for the payment of all outstanding debts, liabilities or obligations of the LSC, dispose of all the assets of the LSC to such organization or organizations which shall qualify as an exempt organization or organizations under the Internal Revenue Code of 1986 (hereinafter referred to as the "Code"), or the corresponding provisions of any future United States Internal Revenue law.
 - iv. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction upon suitable proceedings brought for the purpose exclusively for such purposes or to such organization or organizations as said court shall determine which are organized and operated exclusively for tax exempt purposes.
2. In the event that a NAFI fills the need for which this 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 NAFI.
3. The 502 FSG/CC has the authority to dissolve this organization in the event that there are no members present or in the best interest of the United States Air Force.

Article 11
Insurance

The organization agrees to hold harmless and indemnify the United States government, NAFI or any of its agents or sub-units for claims arising from any of the organization's activities.

The organization conducts only low-risk activities. Insurance will be purchased if specific events include a greater risk of injury or damage.

The organization will maintain liability and property damage insurance coverage commensurate with risk to protect against any claims or lawsuits that might arise from the commission or omission of acts by its members when acting in any capacity for or in participating in any activities of the organization. Such coverage, when required, must expressly provide that neither the U.S. Government or any NAFI will be liable for any claims or judgments against the organization or its members. A copy of the insurance policy and all renewal policies will be forwarded to the 502d Force Support Squadron Resource Manager (502 FSS/FSR). If insurance is not deemed necessary, the organization will submit a request for waiver of insurance requirement to the 502 FSS/FSR for approval by the 502 FSG/CC through the 502 FSS/CL.

Dec 13, 2016

Synthis Mickelle Marsiglia
President, Lackland Spouses' Club

Dec 13, 2016

Angie Kneeland
Second Vice President, Lackland Spouses' Club