

CONSTITUTION

CODE OF REGULATIONS AND BY LAWS

ARTICLE I

NAME

The name of the Association shall be THE BUCKEYE WING ASSOCIATION.

ARTICLE II

PURPOSE

The purpose of the Association shall be to maintain the unity and comradery of present and former members and supporters of the 302nd Tactical Airlift Wing (an Air Force Reserve Organization formerly based in the State of Ohio), associated units and successor units.

ARTICLE III

MEMBERSHIP

Membership shall be open to present and former members and supporters of the 302nd who have paid the amount of dues specified herein. Membership shall be by application, accompanied by the amount of dues specified by the Officers and Board of Directors. Applicants agree to support the purposes of the Association. Paid up members shall be eligible to vote in any mail ballot or membership meeting. The acceptance of new members shall be governed by our intentions to maintain non-profit status as defined by section 501(c) (19) of the Internal Revenue Code.

ARTICLE IV

GOVERNMENT

The management of the Association shall be conducted by the elected Officers acting within the authority of this Code of Regulations and the policies established by the Board of Directors.

ARTICLE V

OFFICERS

The Officers of the Association shall consist of a President, Vice President, Secretary, Treasurer, and a Sergeant at Arms. Paid up members of the Association shall be eligible to hold elective office. Election of the officers shall be by ballot, except that the Board of Directors may allow for a voice vote at the biennial meeting of the membership. The candidate receiving the most votes cast by the membership shall be declared elected.

ARTICLE VI

DIRECTORS

The Board of Directors shall consist of the immediate past President, the elected Officers, and six additional members of the Association, nominated and elected by the members.

ARTICLE VII

OTHER OFFICERS

The President, with the approval of the Board of Directors, may appoint other Officers or Committee Chairmen as may be necessary.

ARTICLE VIII

DUTIES OF THE OFFICERS

Officers of the Association will be responsible for the normal duties of the office to which elected or appointed, and such other duties that may, from time to time, be assigned by the President or the Board of Directors.

ARTICLE IX

EXECUTIVE SECRETARY

The President, with the approval of the Board of Directors, may appoint an Executive Secretary to conduct the day to day activities of the Association. The Executive Secretary will be responsible for accomplishing the objectives listed below and such other duties as may be assigned. The Executive Secretary may appoint other members of the Association as may be required to accomplish the assigned objectives. The normal term of appointment for the Executive Secretary shall be two years. An Executive Secretary serves at the pleasure of the Board of Directors.

MEMBERSHIP- Responsible for maintaining the currency of the membership roster and providing membership rosters when required. The current membership roster shall be posted to the Buckeye Wing Association website.

PUBLICATIONS- Responsible for preparing and distributing at least one news letter annually, one dues notification annually, and such other publications as may be required.

ELECTIONS- Responsible for preparing ballots, distributing them at general meetings or by mail, counting the returns, and certifying the winning nominees to the Board of Directors.

AUDIT- Responsible for periodically reviewing the records and accounts of the Secretary and Treasurer to insure accuracy and adequacy to carry on the business of the association. Audits shall be conducted during the period 90 days prior to a general membership meeting and at such other times as may be directed. Audit committee shall be appointed by the President.

ARTICLE X

TERMS OF OFFICE

The Officers and members of the Board of Directors shall serve until their successors are elected and qualified. The normal term of office for the Officers shall be two years. The normal term of office for the Directors shall be four years with three Directors to be elected each two years. It shall be the duty of the President to insure that elections are conducted during the biennial meeting held in even numbered years beginning in 1988. Newly elected Officers shall take office following their election. In the event of a vacancy during a term, the Board of Directors shall, either in meeting or by mail ballot, select any member of the Association to fill the vacancy for the duration of the unexpired term.

ARTICLE XI

GENERAL MEETINGS

The President shall call a general meeting of the Association in conjunction with each biennial reunion. A quorum, for the purpose of conducting business at a general meeting, shall consist of twenty five (25) or more paid up members present and voting. Votes shall normally be taken by voice except that a roll call may be conducted at the discretion of the President or upon demand from the floor.

ARTICLE XII

BOARD OF DIRECTORS MEETINGS

The President shall call a meeting of the Board of Directors no less than once each year. A quorum for the purpose of conducting business by the Board of Directors shall consist of a majority of the Officers and Board of Directors. Members are encouraged to attend and observe such meetings.

ARTICLE XIII

DUES

The amount of dues shall be fixed from time to time by vote of the membership at general meetings or by mail ballot. Dues shall be assessed on a two year basis and are payable by 31 October of either even or odd numbered years.

ARTICLE XIV

EXCESS FUNDS

The Association shall not retain more than \$10,000.00 in cash or investments as of six months following the close of each biennial meeting of the association. Excess funds on hand shall be disposed of to fulfill the purposes of the Association in such amounts as may be determined by the Board of Directors or the General Membership.

ARTICLE XV

REUNIONS

Meetings and reunions of members of the Association shall be held biennially in even numbered years. Individuals and groups of members are encouraged to sponsor reunions in their respective areas of residence and may be appointed by the President to make the necessary arrangements. While it is expected that reunions will be held within the State of Ohio and Florida, other locations may be accepted with the approval of a majority of the membership voting.

ARTICLE XVI

AMENDMENTS

This Code of Regulations may be amended: by a majority of the members present and voting at any general meeting of the Association, by a majority of the Board of Directors present and voting at a meeting of the Board of Directors, subject to ratification by the membership at the next general meeting, or by a majority of ballots returned in a mail ballot of the general membership.

ARTICLE XVII

BY-LAWS

All meetings of the Association, including committee meetings, will be conducted under Roberts Rules of Order.

Adopted 19 October 1986

Amended 1 March 1987

Amended 22 October 1989

Amended 30 November 1990

Approved 30 November 1990

Amended 23 August 1992

Amended 4 August, 2012

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