

**By Laws  
of the  
Safeside Association**

**Article I.** This organization shall be known as Safeside Association, hereinafter referred to as “the Association.”

**Article II.** The Association is a non-profit association and is formed for the purpose of promoting fellowship among its members, preserving and protecting the history and heritage of the Safeside Squadrons, Group and Wing, and performing charitable works as determined by the membership and officers of the Association. The Association does not discriminate on basis of race, color, creed, sex or national origin.

**Article III. Board of Directors**

The Board of Directors for the Association shall consist of :

***Section 3.01 An Executive Committee composed of the President, Vice President, Secretary, Treasurer and Membership Chairman of the Association***

***Section 3.02 Unit Representatives of the 1041<sup>st</sup> SPS(T) or 82<sup>nd</sup> SPW, the 821<sup>st</sup> CSPS, the 822<sup>nd</sup> CSPS, the 823<sup>rd</sup> CSPS, and the 820<sup>th</sup> SFG.***

- (a) Once the membership roll of individual Security Force Squadrons of the 820<sup>th</sup> SFG achieves a sufficient number, that squadron will be accorded a seat on the Board.
- (b) The number of members per individual SF Squadron required will be determined by the Board.
- (c) A Membership Chairman will be selected from among the Unit Representatives upon an election by the board.

#### **Article IV. Meetings:**

**Section 4.01** *A quorum shall be represented by a majority of the members of the Board. At least two (2) members of the Executive Committee must be included in the quorum.*

**Section 4.02** *The Board of Directors shall meet at least annually. A meeting of the Board will be conducted at the annual reunion no later than one (1) day prior to the meeting of the general membership. The Chairman may call meetings of the Board as deemed necessary. The manner of meeting shall be at the discretion of the Chairman.*

#### **Article V. Term of Office:**

**Section 5.01** *Directors of the Association shall have a three year term.*

**Section 5.02** *The President of the Association will be the Chairman of the Board.*

**Section 5.03** *At least one-third of the Board will be elected annually.*

**Section 5.04** *Resignation or Death of Board Member. If a member of the Board is unable to complete his or her term of office, the Chairman will appoint a member to serve the remainder of the term. The appointment must be approved by a majority of the remaining Board members.*

## **Article VI. Elections:**

**Section 6.01** *Elections will be conducted by secret ballot of the membership.*

**Section 6.02** *Election to the Executive Committee (excepting the Membership Chairman) will be concluded prior to the Annual Meeting of the Board.*

**Section 6.03** *All nominations must be made by a current member of the Association and seconded by another member in good standing.*

**Section 6.04** *Nominations for the Executive Committee will be made known to the membership during August of each year. Nominations for positions on the committee (excepting the Membership Chairman) will close at midnight, August 31<sup>st</sup> of each year.*

**Section 6.05** *Each nominee must agree and accept nomination. Failure to object is not sufficient. The agreement must be positively made to the Secretary no later than September 3 of each year.*

**Section 6.06** *Voting for position on the Executive Committee will commence at Midnight, September 11 of each year for a period of ten (10) days. Ballots will be provided to each member's e-mail address or paper ballot by mail to those members without a valid e-mail address. Paper ballots must be postmarked back to the Secretary no later than Sep 22.*

**Section 6.07** *Voting will be conducted electronically and by paper ballot if necessary. The Webmaster of the Association website will provide the means for online voting by secret ballot to take place between the dates specified above. Only the Webmaster and the Secretary shall have access to results of online voting prior to the annual meeting of the Board.*

**Section 6.08** *Each member in good standing shall be accorded one vote. Honorary and Associate members may not participate in Association elections. Results of online voting and paper ballots will be held by the Secretary until the annual meeting of the Board.*

**Section 6.09** *Tabulation of ballots shall be conducted by the Board at the annual meeting. The Secretary will report the results of the online voting. The Webmaster will provide an independent tabulation of online votes to the board and these votes will be reconciled with the results reported by the Secretary. A count of all ballots will then be made by at least three (3) members of the board who will certify the results to the Board.*

**Section 6.10** *Results of voting for the Executive Committee and Unit Representatives will be made known to the general membership at the annual business meeting.*

**Section 6.11** *Elections of Unit Representatives*

- (a) Unit representatives will conduct a caucus of their members prior to the annual election if an election for that position is required. Nominations for Unit Representative will be made known to the Secretary prior to mailing of the ballots. The Secretary will include a ballot for Unit Representative in the mailing to members of that unit.
- (b) Personnel shall be aligned according to their original unit of assignment unless they request assignment to another unit where they served as permanent party. Members may claim allegiance to only one (1) unit if the member has been assigned to more than one Safeside unit; i.e. assignments to both the 1041<sup>st</sup> SPS(T) and the 822<sup>nd</sup> CSPS. Temporary duty in Vietnam, where only the 821<sup>st</sup> CSPS designation was used, shall not constitute membership in the 821<sup>st</sup> CSPS.
- (c) Tabulations of ballots for Unit Representative will be conducted in the same manner prescribed for election to the Executive Committee.
- (d) The Membership Chairman shall be chosen from those elected as Unit Representatives. The term of office for the Membership Chairman will be the same as his or her remaining term as Unit Representative.

**Section 6.12** *Installation of new officers will take place at the annual business meeting. New officers need not be present. If a new officer is not present at the annual membership meeting, installation of said officer(s) shall take place by proxy.*

***Section 6.13 Members of the Board are not limited from serving consecutive terms of office.***

**Article VII. Other positions and committee chairman as deemed necessary will be appointed by the Chairman. No other positions except as prescribed will serve on the Board.**

## **Article VIII. Management of the Association**

***Section 8.01 The President shall oversee the management of the Board and the Association and preside over meetings of the Executive Committee, the Board of Directors and of the Association.***

***Section 8.02 The Vice President shall preside at all meetings as described above in the absence of the president. Additionally the vice president shall perform other duties as delegated by the president or the board.***

***Section 8.03 The Secretary shall record minutes of all meetings of the Executive Committee, the Board of Directors and the Association.***

- (a) Minutes shall be made available to the general membership except upon direction of the Board. It is the intention of the Board to keep all matters before the Association to the maximum extent possible.**
- (b) The Secretary will be responsible for all Association correspondence.**
- (c) The Secretary will be responsible for reporting to the president all matters voiced by the membership, in any type of communication, to be considered at the appropriate meeting(s). This paragraph is not to be construed as all inclusive of matters for consideration, but to provide for an organized method of presenting items for inclusion on an agenda.**

***Section 8.04 The Treasurer is responsible for maintaining the financial records of the Association.***

- (a) The Treasurer will collect all dues from the members as required.**
- (b) The Treasurer will prepare and present reports on the financial position of the Association at each business meeting.**

- (c) The Treasurer will maintain bank accounts necessary for conducting Association business. An annual report of income and expenditures will be forwarded to the vice president. Expenditures over and above those required for normal operations must be countersigned by at least one (1) other member of the Executive Committee. Expenditures for other than operating expense must be approved by the board.

***Section 8.05 The Membership Chairman shall be responsible for maintaining membership records for the Association.***

- (a) Membership rolls shall be separated by unit of assignment.
- (b) The membership chairman shall insure that each member is assigned to only one unit.
- (c) The membership chairman, in coordination with each unit representative, shall be responsible for recruitment of new members, conducting locator searches for prospective members, and acting as a liaison between the unit representatives and the Executive Committee.

***Section 8.06 Unit Representatives shall be responsible for assisting the Membership Chairman in recruiting members of their respective squadrons for membership in the Association and for maintaining a liaison between Squadrons and the Board of Directors.***

***Section 8.07 Other Positions not Previously Specified***

- (a) Webmaster – Responsible for maintenance and operation of the Association website, and Bulletin Board. Other personnel may assist the webmaster as required.
- (b) Newsletter Editor – Responsible for publication of an Association Newsletter, as directed by the Board. Other personnel may assist the editor as needed. Members are encouraged to submit articles and stories for inclusion in the newsletter.
- (c) Committee Chairpersons – Those persons delegated responsibility for subcommittees as specified by the President and not serving on the Board will perform those duties requested and submit reports as directed.
- (d) Any position deemed necessary by the President or Executive Committee to perform specific functions as directed.

- (e) Personnel in these position described in this section may serve as members of the Board if elected to a previously specified office.

## **Article IX. Membership.**

***Section 9.01 Any person now or previously assigned to the organizations listed in §3.02 is eligible for membership in the Safeside Association. Prospective members may be required to provide proof of assignment. If written proof is not available, certification of eligibility by at least two (2) current members is required. Members will be classified according to their original unit of assignment. When more than one unit may be selected, unit of assignment will be at the discretion of the member.***

***Section 9.02 An annual meeting of the general membership will be at the call of the President.***

**(a) Agenda**

**(i) Old Business**

**(ii) Treasurer's Report**

**(iii) Installation of Officers**

**(iv) New Business**

***Section 9.03 Members present at the annual meeting are encouraged to participate to the maximum extent possible. Members are encouraged to offer new business for the agenda and to offer amendments and resolutions for consideration by the membership.***

- (a) The primary purpose of resolutions is to express support by the general membership of ideas, activities and operations, where implementation, completion or on-going practices will serve to further the aims of the Association and its membership.
- (b) Endorsement of political candidates or partisan agendas will not be considered.

***Section 9.04 A primary purpose of membership is to foster camaraderie and fellowship among the members. Members failing to adhere to this purpose are subject to censure and revocation of membership if deemed necessary.***

***Section 9.05 Patriotism, Preservation of the Safeside History and Charity among the membership are the goals of the Association. Members are encouraged to attend events which promote these goals, identifying themselves as members of the Association. Members are encouraged to notify the Board or Unit Representative of our brothers and sisters who may require assistance, particularly for the families of current members deployed to hostile fire areas.***

***Section 9.06 Members are prohibited from participating in activities which would bring discredit upon the Association. The wear of clothing identifying a member of the Association at political rallies, or other partisan activities is discouraged. Failure to adhere to this provision may result in censure, and/or temporary or permanent revocation of Association membership and privileges.***

***Section 9.07 Dues***

- (a) Annual dues are assessed at the rate of fifteen dollars (\$15) per person.
- (b) Life Memberships may be granted according to the following schedule:
  - (i) Under 30 - \$250



(ii) 31 to 40 - \$210

(iii) 41 to 50 - \$180

(iv) 51 to 60 - \$160

(v) 61 to 70 - \$130

(vi) 71 to 80 - \$ 90

(vii) Over 80 - \$ 55

***Section 9.08 No eligible member will be refused annual membership based upon an inability to pay dues. The Treasurer will accept a statement from any eligible member that payment of dues for a given year is a financial burden. No further action will be taken and the statement destroyed. Financial statements will reflect only the total number of members for whom dues have either been received or forgiven.***

***Section 9.09 Honorary Memberships: Persons whose dedication and service to the Goals of the Safeside Association may be accorded Honorary Membership to the Association upon nomination by the Board and acceptance by vote of the general membership. Any member in good standing may place the name of a prospective Honorary Member before the Board. Honorary Members are not eligible to vote in Association elections but are accorded other rights and privileges of the Association.***

***Section 9.10 Associate Memberships: Reserved***

## **Article X. Amendments to the By Laws**

**Section 10.01** *The By Laws may be amended upon a majority vote of the membership. Proposed amendments will be included on the annual ballot for voting.*

**Section 10.02** *Pending adoption by the membership, amendments may be implemented upon a majority vote of the Board. The secretary will be responsible for compiling the votes and reporting results to the president. Amendments made in this manner may still be rejected upon a vote of the general membership, however, actions taken in consideration of pending approval will be valid. Once the rejection is noted at the annual meeting of the Board, no new actions concerning the rejected amendment will be taken. Amendments rejected by the general membership may not be reconsidered for at least one year.*

The foregoing Bylaws were adopted by the Board of Directors on April 14, 2011 and implemented by vote of the membership of the Safeside Association on April 14, 2011

**Jerry R. Nelson**

(Original Signed)  
**President**

**Pete Villarreal**

(Original Signed)  
**Vice President**