

WYOMING NATIONAL GUARD ASSOCIATION

P.O. Box 2615

Cheyenne, Wyoming 82003-2615



CONSTITUTION AND BY-LAWS

OF THE

WYOMING NATIONAL GUARD ASSOCIATION

DATED 30 APRIL 2009

BRAD SMITH
PRESIDENT

(Unless otherwise stated, masculine pronouns do not refer exclusively to males.)

(Revised *April 2009*. Supersedes all previous Constitution and By Laws.)

ARTICLE I

Revised April 2009

Name: The name of the organization shall be "The Wyoming National Guard Association," herein-after referred to as the "Association."

ARTICLE II

PURPOSE: The purpose of the Association shall be:

- a. To promote and support State and National security.
- b. To foster and improve the National Guard of Wyoming.
- c. To sponsor public service activities in advancing the interests of the Wyoming National Guard in all communities.

ARTICLE III

ASSOCIATION: The association shall consist of:

- a. Membership as defined by Article IV.
- b. Board of Governors as defined by Article VII.
- c. Executive Committee as defined by Article VIII, Section 2.

ARTICLE IV

MEMBERSHIP: Member of this Association shall be:

- a. All federally recognized officers, warrant officers and enlisted personnel of the Wyoming National Guard.
- b. Former Wyoming National Guardsmen lifetime members and retirees.
- c. Honorary and Associate Memberships. The Board of Governors of the Association may issue honorary and associate memberships. Dues will be as provided for in "Dues Addendum to the Constitution and By Laws." Honorary and associate members are not eligible to vote or hold office. Honorary, associate and corporate members are not eligible to vote or hold office and may not number more than two and one half percent (2.5%) of the total membership of the Association.

ARTICLE V

Revised April 2009

MEETINGS: The members of the Association will meet at the time and place specified by the President. An association meeting will be held annually and shall be known as the Annual State Convention. The date and place shall be determined by the Board of Governors. Thirty (30) days, as a minimum, shall be allowed for the call of the regular Annual State Convention. Meetings of the Executive Committee and the Board of Governors will be at the call of the President of the Association. The attendance of a number equal to a majority of the Board of Governors as defined in Article VII, Section 5 shall constitute a quorum for conducting business at the Annual State Convention.

ARTICLE VI

REPRESENTATIVES: Prior to the Annual State Convention representatives of the Army National Guard, of the Air National Guard, and of the Retirees shall be notified by the President how many representatives are to be voted on for election to the Board of Governors at the Convention.

ARTICLE VII

BOARD OF GOVERNORS:

Section 1. The Board of Governors of the Association shall be elected at the regular Annual State Convention each year, shall be members in good standing (dues paid, etc.), and shall be composed of:

a. Two (2) enlisted members from the Air, two (2) enlisted members from the Army, one (1) officer from the Air and one (1) officer from the Army appointed from the Air Guard and Army Guard respectfully.

b. Two (2) added retired National Guardsmen.

c. Ex-officio Members who are: non-voting

1. The Adjutant General of Wyoming.

2. The Assistant Adjutant General - Army.
(or designated representative-example: Chief of Staff)

3. The Assistant Adjutant General - Air
(or designated representative-example: Chief of Staff)

4. The immediate past President of the Association.

5. The State Command Sergeant Major-Army.

6. The State Command Chief Master Sergeant-Air.

Section 2. The members who are elected to the Board of Governors at an Annual State Convention shall serve as representatives for a term of three years. Three members elected during the 28 April 2007 State Conference will serve one year; three members will serve two years; and three members will serve a full three year term. Thereafter the terms will be three years.

Section 3. The term of office for duly elected members of the Board of Governors shall commence on the first Monday, immediately following the Annual State Convention.

Section 4. Meetings of the Board of Governors shall be called by the President, or on direction, in writing, from (four) 4 members of the Board of Governors. Notice of meetings shall be given not less than one (1) week prior to any meetings.

Section 5. At all meetings of the Board of Governors, a majority of the membership as defined in Section 1, paragraphs "a" and "b" of this Article shall constitute a quorum for the transaction of all business. Voting rights are held by those identified in said paragraphs. In the event of a tie vote, the presiding officer will vote.

Section 6. Voting members of the Board of Governors may be represented by proxy, providing they have provided a signed form or electronic form from their email address indicating their desire to be represented by proxy. Unless a specific individual is named on the proxy form, one of the Board officers will act as the proxy holder. The proxy will be provided to the President and the Secretary and will be presented as follows: I will be unable to attend the BOARD OF GOVERNORS meeting scheduled on (date) _____, 20__, in Cheyenne. I, (name) _____, request that you recognize (proxy name) _____, as my proxy for this meeting. I have personally contacted this member to ensure he/she will attend the meeting. The above named member is currently a voting member in accordance with the organization's Constitution and By-Laws (i.e. Board of Governor (BOG) member, the President, Vice President or Treasurer of the WYNGA) and is fully authorized to express opinions and votes on my behalf. I understand that if I choose not to name a member or my selected member does not attend that the proxy will be assigned at the meeting to a voting member.

ARTICLE VIII

OFFICES:

Section 1. The officers of the Association shall be elected from either general members in good standing of the Association or from the Board of Governors and shall be a President, Vice President, and a Treasurer, and such other officers as the Board of Governors shall at any time find necessary or expedient, and shall hold office for a term of two (2) years or until their successors are duly elected and qualified.

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Section 2. The elective officers of the Association shall be the officers of the Board of Governors. They constitute the Executive Committee of the Association.

Section 3. To be an officer of this Association, a member must be in good standing within the Association and meet the criteria of Article IV. Once a member is elected as an Officer and was on the Board of Governors a vacancy is considered to have occurred on the Board and such vacancy will be filled as provided in Article X, Section 4.

Section 4. The President shall be elected biennially by the general membership. He/she shall be the presiding officer of the Association and shall be in general charge of the affairs of the Association. He/she shall conduct all regular and special meetings of the Association, and the Board of Governors and the Executive Committee. He/she shall be ex-officio member of all committees. He/she shall promote and foster the Wyoming National Guard Association and shall perform such other duties usually required of such an officer.

Section 5. The Vice President shall be elected in the same manner as provided for the President. He/she shall assume the duties of the President, as provided in Article VIII, Section 5, whenever the President is absent.

Section 6. The Treasurer shall be elected by the Board of Governors. He/she shall receive and give receipt therefore of all monies of the Association and shall deposit the same in such bank or banks as shall have been designated by the President in an account in the name of the Association. He/she shall make payment of bills and claims against the Association. The Treasurer may sign all checks up to the amount of \$1,000.00 and any check over \$1,000.00 must be co-signed by the President. He/she shall be bonded for the amount of Two Thousand (2,000.00) dollars, the cost of said bond to be borne by the Association. He/she shall make an annual financial report to the Board of Governors and keep a complete record, an account of the receipts and disbursements of the Association in books belonging to and provided by the Association. He/she shall make report to the convention of members at such time as may be appropriate. The Treasurer shall be a member of the Finance Committee.

Section 7. The secretary shall be appointed by the board of Governors. He/she shall attend all meetings; regular and special, of the board of Governors, Executive Committee and Association; all conventions of membership and shall act as Secretary thereof. He/she shall keep the official copy of the constitution and by-laws with all amendments. He/she shall insure that full and accurate minutes of all meetings are kept; He/she shall be responsible for all association publications approved by the Board of Governors.

Section 8. An Executive Director shall be appointed by the President. He/she shall assist the President and Board of Governors in conducting the business of the Wyoming National Guard Association and shall perform such duties as are assigned to him/her by the President or the Board of Governors. He/she shall attend all meetings; regular and special, of the Board of Governors,

Executive Committee and Association; all conventions of membership. The Executive Director is responsible for all records pertaining thereto. He/she shall be compensated an unspecified amount as agreed upon by the board.

ARTICLE IX

OATH OF OFFICE:

Section 1. The following oath of office will be administered by the outgoing President and or the Adjutant General of Wyoming to the new President:

"Do you (New President), solemnly swear that you will perform the duties of President of the Wyoming National Guard Association to the best of your ability; that you will conduct it's affairs in accordance with the provisions of it's Constitution and By-Laws; that you will at all times endeavor to advance the interests of the Wyoming National Guard by directing the membership of the Association in projects of service to others; and that you will be faithful and diligent in the discharge of the responsibilities of this office, so help you God?"

ARTICLE X

VACANCIES:

Section 1. Successors to fill vacancies occurring in the office(s) of Vice President or Treasurer will be appointed by the President to fill the unexpired term of office.

Section 2. The Vice President shall automatically succeed to the office of President in case the President vacates his/her office before his/her term is expired.

Section 3. Vacancies occurring on the Board of Governors shall be filled by appointment by the President to fill the unexpired term of office and shall be appointed from the group from which the vacancy occurred and shall be confirmed by the Board the Governors.

ARTICLE XI

POWERS OF THE BOARD OF GOVERNORS: The Board of Governors in the name of the Association may exercise those powers conferred by law relating to unincorporated associations and in addition thereto the following powers:

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Receipt and collection of dues.

Acceptance of Contributions.

Make necessary disbursements to promote the purpose of this organization as set fourth in Article II hereof.

ARTICLE XII

COMMITTEES: The Chairman and the members of the following committees shall be appointed by the President to serve during his/her term of office and their organization and duties shall be in accordance with the ADDENDUM to these By-Laws.

Membership

Legislative Actions

Awards and Scholarships

Community Service and Fundraising

Convention

Retired Affairs

Military Historical

ADDENDUM TO CONSTITUTION AND BY LAWS

PERMANENT COMMITTEES

The general guidelines, composition, duties and responsibilities of all of the standing committees of the Wyoming National Guard Association shall be as follows:

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One member of each of the several committees will be appointed chairman and will have the responsibility of holding periodic meetings of the committee, and to make reports to the Board of Governors and to the Association members at the State Convention as required.

MEMBERSHIP

Committee shall consist of four members, chairperson, one Air Guard, one Army Guard and one retiree. Chairperson to be from either Air, Army, or retiree.

Responsibilities are to enhance the membership of the Wyoming National Guard Association by ensuring information and membership applications are made available to all Wyoming ANG and ARNG personnel and retirees. Additionally, this committee will conduct necessary actions to develop the interest and inform enlisted and officer members of the Wyoming National Guard Association to join and support the Enlisted Association of the United States and the National Guard Association of the United States. The Chairperson will account to The Association Treasurer any funds received or expended by the committee in the name of The Association on a quarterly basis or as requested.

LEGISLATIVE ACTIONS

1. Committee shall consist of three members, one of which shall represent the Air National Guard, one the Army National Guard, and one the retired members.

2. Responsibilities shall consist of necessary action to prepare and submit desired resolution in proper written form to the Board of Governors, present approved resolutions to the members of the Association at the annual convention with their recommendations regarding passage, and those actions necessary to recommend, support and inform the members of local, state and national legislation pertaining to the members of the Wyoming National Guard. These actions would include:

- a. Necessary actions to determine non-partisan political activities.
- b. Inform and educate the membership concerning political activities.
- c. Prepare legislative bills for presentation to the legislature.
- d. Present desired legislation to Board of Governors prior to State legislative session for approval.
- e. Present approved legislation to the State legislature in January of each year.
- f. Inform National Guard Members and Retirees of pending legislative action to gain

widest possible support.

g. Ensure such lobbying activities as necessary for passage of desired legislation is accomplished.

h. Provide periodic reports of legislative activities to the Board of Governors and an Annual Report to the membership during the Annual Convention covering past, present, and future legislative actions.

AWARDS AND SCHOLARSHIPS

Committee shall consist of at least three members, one of which shall represent the Air National Guard, one the Army National Guard, and one the retired members.

Responsibilities shall include necessary actions to generate applications and recommendations for the award of a plaque to the outstanding Non-Commissioned Officer and Airman of the Air National Guard; and the outstanding Non-Commissioned officer and Enlisted soldier of the Army National Guard; and other awards as approved by the Board of Governors. Such awards shall be presented annually at the State Convention. Additionally this committee will oversee the WY NGA scholarship program with responsibility to petition members of the Association for applications for scholarship, reviewing all applications, and for making recommendations to the Board of Directors who shall determine the winners. Committee will forward award and scholarship recipients names to national organizations as appropriate. An annual report will be made to the members of the association at the state convention.

They also shall include actions necessary in award of the Association "Medal for Excellence" in proper written form, with recommendations to the Board of Directors.

COMMUNITY SERVICE AND FUNDRAISING

Committee shall consist of three members from the Air National Guard, the Army National Guard, or retiree.

Responsibilities shall include all necessary actions to raise funds to support the WY NGA projects, actions, scholarships, and operating expenses. Additionally this committee will serve as the liaison between the WY NGA and the community for all requests of assistance, funding, charity, or community events.

RETIRED AFFAIRS

Committee shall consist of three retired members from either the Air National Guard or the

Army National Guard.

Responsibilities will include necessary actions to interest and inform retired members of the National Guard on Association membership, and to develop methods to gain the widest possible support from retired members in each of the several communities throughout the State in order to support local National Guard units.

Retired membership eligibility shall include all individuals who have officially retired from the Wyoming National.

CONVENTION

Committee shall consist of members who will be hosting the annual convention and shall be appointed annually. The President will appoint the general chairperson two years in advance of the convention. The chairperson will appoint as many members to his/her committee as he/she feels necessary in order to carry out the requirements of the convention. Chairperson will account to The Association Treasurer any funds received or expended by the committee in the name of The Association on a quarterly basis or as requested. Committee will be responsible for soliciting vendors, hotels, etc., for their convention to make presentations and/or provide hospitality rooms during the convention preceding theirs.

MILITARY HISTORICAL

Committee shall consist of two members, one of which shall represent the Air National Guard and the other the Army National Guard.

Responsibilities shall include necessary actions to develop and maintain a complete history of the Association, and the Wyoming Army and Air National Guard.

Reports will be made to the Board of Directors and to the State Association as required.

DUES ADDENDUM

1. Annual membership dues for the Wyoming National Guard Association are for the period from 1 January thru 31 December. Rate schedule as approved by the Board of Directors in 2007 per attached application form.

2. Lifetime membership dues for the Wyoming National Guard Association as approved by the Board of Directors in 2007 per attached application form.

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3. Retiree Lifetime membership dues for the Wyoming National Guard Association as approved during the 2004 Annual Convention are \$25.00 for Enlisted and Officer personnel.

4. Associate Annual dues as approved by The Board of Directors on 21 April 2008 for those desiring Associate membership in EANGUS, NGAUS, and WYNGA shall be \$100.00.

5. Corporate Membership dues as approved by The Board of Directors during the 2009 Annual Conference for those desiring Corporate membership in the WYNGA shall be at 3 levels: \$1000 and below, \$1001 - \$5000, and \$5001 and up.

WYOMING NATIONAL GUARD ASSOCIATION/
NATIONAL GUARD ASSOCIATION OF THE UNITED STATES

P.O. Box 2615
Cheyenne, WY 82003-2615
Website: www.wynga.org

OFFICER MEMBERSHIP APPLICATION

Printed Name: _____ DOB: _____ Rank: _____ Age: _____
Last First MI

Mailing Address: _____
Street City State Zip Code

Work Phone: _____ Home Phone: _____ Unit Assigned: _____

Email Address: _____ *Note: Your email will not be sold or given out to any outside agency.*

Status (check one): AGR _____ Tech _____ Traditional/MDay _____ Retiree _____

ANNUAL MEMBERSHIP DUES: *Circle One (Price includes WYNGA and NGAUS dues)*

O1:\$50.00 O2:\$65.00 O3:\$79.00 O4:\$92.00 O5:\$115.00 O6:\$138 O7:\$153.00 O8:\$169.00 W1\$46.00 W2\$55.00
W3\$66.00 W4\$79.00 W5\$103.00 ASSOCIATE: \$45.00

Already a life member of NGAUS please pay the following: *Circle One (Price includes WYNGA dues only)*

O1thru O4 \$20.00 W1thruW4 \$20.00 W5/ 05thru07 \$30.00

Already a life member of WYNGA please pay the following: *Circle One (Price includes NGAUS dues only)*

O1:\$30.00 O2:\$45.00 O3:\$59.00 O4:\$72.00 O5:\$85.00 O6:\$108.00 O7:\$123.00 O8:\$139.00 W1\$26.00 W2\$35.00
W3\$46.00 W4\$59.00 W5\$73.00

Payment can be made on line using a credit card at <http://www.wynga.org/> or make check payable to: **WYNGA membership**

LIFE MEMBERSHIP DUES: Life membership is based on your current age for NGAUS and a flat fee for WYNGA membership. NGAUS Life member dues are \$1225 for all ranks under age 50, \$1125 for over age 50 and \$25.00 for retirees.

Note: Life payments are paid in four equal installments over 2 years. (Jan 09, Jul 09, Jan 10, Jul 10)

Please make check payable to **WYNGA Membership**. You may pay by credit card by going on line at www.wynga.org, or by Completing the following:

Name (as it appears on the card): _____

Billing Address, City State, Zip: _____

Card Type: VISA MASTERCARD AMERICAN EXPRESS DISCOVER

Card Number: _____ CSC (three numbers on back): _____

Expiration Date: _____

