

HILL SPOUSES' CLUB (HSC) Constitution

The following will be adhered to by the Board of Governors to the best of our abilities with any changes voted on by the BOG.

ARTICLE I – NAME

SECTION 1. The name of this organization shall be the Hill Spouses' Club (HSC).

SECTION 2. It will be a private organization established pursuant to AFI 34-223 and AFI 36-3103, Private Organization Program (PO). This organization is not a non-appropriated fund instrumentality (NAFI) and therefore is not entitled to the immunities and privileges accorded thereto. There is no official connection between the HSC and the United States Air Force. The HSC will comply with all local, state, and federal laws.

ARTICLE II – PURPOSE

The purpose of this organization is to organize, develop, and sponsor social, cultural, and welfare activities while fostering the traditions of the United States Air Force. The organization is organized exclusively for philanthropic and social purposes under 501(C)(7) of the Internal Revenue Code, or corresponding section of any future federal tax code. Individual members will not have any proprietary interest in the HSC but will derive benefits from participation in functions presented by this organization.

ARTICLE III – MEMBERSHIP

Membership in this organization will be of three categories: Active, Associate, and Honorary as set forth in the bylaws. The HSC will not restrict membership based on race, color, age, religion, gender, or national origin.

ARTICLE IV – ADMINISTRATION

The officers, advisors, and chairpersons of this organization will be of three types: Honorary, Elected, and Appointed.

SECTION 1. Honorary Advisors: the spouse of the OO-ALC/CC, the spouse of the 75th Air Base Wing Commander, the spouse of the 75th Air Base Wing Senior Enlisted Leader, or their designees.

SECTION 2. Advisors: the spouses of the 388th and/or 419th Fighter Wing Commanders, the 388th and/or 419th Fighter Wing Senior Enlisted Leaders, the ICBM Systems Directorate, the OO-ALC/DCM, or their designees.

SECTION 3. Elected Officers: President, First Vice President, Second Vice President, Executive Secretary, General Treasurer, and Welfare Treasurer.

SECTION 4. Appointed: The President will appoint a Parliamentarian and chairpersons of Standing Committees (as set forth in the By-Laws).

ARTICLE V – GOVERNING BODIES

SECTION 1. The Advisory Board will consist of the Honorary Advisors and Advisors.

SECTION 2. The Executive Board will consist of the elected officers, the Advisory Board, and the Parliamentarian.

SECTION 3. The Board of Governors (BOG) will consist of the Executive Board and the chairpersons of the Standing Committees or their designee as set forth in the bylaws.

SECTION 4. The BOG will formulate the policies and direct the operations of this organization. The Standing Committees and the provisions for the appointment of the committee chairpersons are set forth in Article V of the ByLaws.

ARTICLE VI – MEETINGS

SECTION 1. Unless otherwise designated, there will be monthly meetings of the BOG during the active social year (August through June). The Executive Board will meet as needed.

SECTION 2. Unless otherwise designated there will be a monthly general membership meeting at the monthly social during the active social year (September through May)

ARTICLE VII – BY-LAWS AND PARLIAMENTARY PROCEDURE

The By-Laws adopted by the HSC are a code of rules which regulate the operating procedures of the HSC. The rules contained in the latest revised edition of *Robert's Rules of Order* will guide the HSC in all cases, wherein they do not conflict with the Constitution, By-Laws, or Air Force policies of Private Organization Guidelines of AFI 34-223 and AFI 36-3103.

ARTICLE VIII – AMENDMENTS AND ADOPTION

SECTION 1. Amendments:

- a. Proposed amendments to or revisions of the Constitution will be presented in writing, signed by five active or associate members, to the BOG for approval.
- b. Upon approval by the BOG and the 75th Air Base Wing Commander or the 75th Mission Support Group Commander (for compliance with Air Force directives including AFI 34-223), such proposed amendments and/or revisions will be posted for no fewer than twenty-five (25) days prior to a vote by the membership.
- c. The constitution may be amended or revised at any regular or special general membership meeting by a two-thirds (2/3) vote of the membership present.
- d. The BOG may make changes in the Constitution for the sole purpose of bringing it into compliance with mandatory changes in military instructions.

SECTION 2. Adoptions:

- a. The provisions of this Constitution will be adopted by a two-thirds (2/3) vote of the active and associate membership present at a regular or special general membership meeting, providing it has been posted for no fewer than twenty-five (25) days prior to the vote.
- b. The provisions of this Constitution, subject to review by the 75th Air Base Wing Commander or the 75th Mission Support Group Commander, will become effective on the date of adoption by the HSC, at which time any Constitution formerly in effect will be abolished.

ARTICLE IX – DISSOLUTION

In the event of the HSC disbanding, all residual assets remaining in the treasury after satisfaction of outstanding debts will be liquidated and distributed for one or more exempt purposes within the meaning of Section 501(c)(7) of the Internal Revenue Code, or shall be distributed to the federal government, or to a state or local government, for a public purpose to be determined by a majority vote of the HSC board members.

ARTICLE X – INSURANCE AND LIABILITY

Commensurate with the risk involved, the HSC will secure and maintain adequate insurance coverage or secure a waiver of insurance to comply with AFI 34-223. In addition, membership in this organization could result in individual liability under the laws of the state of Utah as they apply to unincorporated associations to the extent the organization's assets and insurance coverage are not sufficient to discharge the same. Members are made aware that they are jointly and severally liable for the obligations of the HSC, and their understanding of the liability is documented on the signed membership form each member MUST fill out in entirety.

ARTICLE XI – FINANCES

SECTION 1. Active and associate members will be assessed annual dues. Honorary members may have exemptions as set forth in the bylaws.

SECTION 2. Tax ID #94-2494418 (we are tax exempt if form TC-721G is filled out)

SECTION 3. Welfare and General funds kept separate due to tax status

Sarah Mummert
President 2020-2021
Hill Spouses' Club

Ashley Claude
Parliamentarian 2020-2021
Hill Spouses' Club