

The Sergeant Audie Murphy Club



**Fort Riley Chapter
By Laws**

THE SERGEANT AUDIE MURPHY CLUB FORT RILEY

CHAPTER BY LAWS

Article I: Title

1. The organization shall be known as THE SERGEANT AUDIE MURPHY CLUB, FORT RILEY CHAPTER, herein after referred to as the "SAMC". This organization will operate on Fort Riley, with the written consent of the Commander or his designated representative, IAW AR 210-22.

Article II: General Provisions

1. This association shall contribute to the advancement and improvement of the quality of life on the installation.
2. This association is not an instrumentality of the United States. It will be sustaining, and will not receive financial assistance from the Army or non-appropriated funds.
3. This association fully supports the Fort Riley policy on Equal Opportunity, and will not discriminate in membership eligibility on a basis of race, color, religion, national origin, or sex. This association will neither accept invitations from, nor participate in any activity or organization that does not conform to Fort Riley policy, or that discriminates on the basis of race, color, religion, national origin, or sex.

Article III: Aims and Objectives

1. To promote greater recognition of the NCO Corps and to perpetuate those Army and unit traditions which contribute to esprit de corps and superior performance of duty.
2. To foster public understanding and support of the Fort Riley Sergeant Audie Murphy Club.
3. To preserve and foster the spirit of fellowship among former, present and *future* members of the Sergeant Audie Murphy Club by an association through which they may unite in bonds and comradeship.
4. To future Soldiers warfare knowledge in the areas of strategy, tactics, logistics, operations, administration, weapons, and weapons systems.
5. To foster respect and confidence between superiors and subordinates by teaching outstanding loyalty, discipline, professionalism, and caring.

6. To advance and improve the Quality of Life on Fort Riley.

Article IV: Membership

1. **Eligibility of Membership:** All Active Army, Army Reserve and Army National Guard NCO's in the ranks of Corporal through Sergeant First Class assigned or attached to FORSCOM units are eligible for attendance to the SAMC selection board.
2. **Membership:** Membership in the association is solely voluntary and will not be solicited. The majority of membership will be composed of Department of Defense (DoD) personnel. Members may not have received UCMJ punishment or have been under suspension of favorable actions in the last 12 months. Members must meet the height and weight requirements of AR 600-9. Members eligibility is set forth below:
 - a. **Regular Membership:** All individuals who have been previously inducted into the SAMC are eligible for regular membership. Sergeant Morales awardees who provide proof of Sergeant Morales membership will also be considered regular members of the Fort Riley SAMC and will have an active vote at meetings. Sergeant Morales awardees will not receive a FORSCOM Medallion or Certificate only a SAMC member card. All regular members are eligible for positions within the governing counsel and are considered voting members.
3. **Removal of Membership:** Any member may be removed from the membership roll for conduct unbecoming of a member, upon recommendation and majority vote by the governing counsel. Membership removal will be notified to member by mail.
4. **Voting:** Regular members shall have the right to vote on all matters properly brought before a general meeting. Each regular member gets the opportunity to vote once. Any regular member receiving a salary or payment for association duties will become a non-voting member.
5. **Term of Membership:** Membership shall remain in force as long as the governing counsel has not removed the member.
6. **Withdrawal of Membership:** Any member may resign membership, at any given time by written correspondence to the Ft Riley SAMC President.

Article V: Officers and Governing Counsel

1. **Composition:** The governing counsel will be composed of the following officers: President, Vice President, Secretary, Treasurer, Historian, and Public Affairs Representative. The governing counsel will be elected by a majority vote of the regular members present at the scheduled election meeting. The Historian and Public Affairs representative will be appointed by the President and approved by a majority vote of regular members.
2. **Eligibility of Office:** All regular members shall be eligible for office unless they have less than 12 months remaining until ETS, or six (6) months remaining prior to a PCS or deployment overseas.
3. **Duties:** The governing counsel of the association shall administer the affairs of the association IAW association by-laws, and all applicable Army and Fort Riley Regulations. Specific duties are set forth below:

a. **President:**

- (1) Preside at all general membership and governing council meetings; vote only in the event of a tie.
- (2) Ensure the by-laws are upheld.
- (3) Call Membership meetings.
- (4) Appoint all committee chairpersons.
- (5) Serve as ex-officio member of all committees.

b. **Vice President:**

- (1) Assist the President and perform the duties as the President in his/her absence.
- (2) Assume the duties of the President should the office become vacant.

c. **Secretary:**

- (1) Keep record of the association council meetings.
- (2) Maintain the permanent file of all records pertaining to the association.
- (3) Write all correspondence for the association.

- (4) Notify all members as to the time and place of meetings.
- (5) Maintain and control a DA Form 6 for appointed duties from regular members on the Quarterly SAMC selection boards.

d. Treasurer:

- (1) Keep an itemized account of all receipt, disbursements, and all supporting vouchers and records from the association fund.
- (2) Collect all dues.
- (3) Disburse funds as may be directed by the council upon proper vote by the general membership.
- (4) Present a written monthly and yearly financial report to the council.
- (5) Use sound business practices and generally accepted accounting principles in maintaining the accounting records.
- (6) Maintain inventory of all property.

e. Public Affairs Representative:

- (1) Coordinate all publicity, advertisement, and protocol for dignitaries.
- (2) Conduct liaison with all outside agencies and the general public.
- (3) Perform the function of parliamentarian at all meetings.

f. Historian:

- (1) Chronicle and maintain the history of the association.

4. **Terms of Office:** The terms of office shall be one year, unless otherwise amended. Members may serve more than one term with the exception of the President who may only serve a term of two consecutive terms.
5. **Notice of Election:** Elections will be announced two months prior to the election meeting. The Secretary will ensure all members are notified of the scheduled meeting.

6. **Elections:** Governing council members will be elected during the February meeting and installed during the March meeting, annually. Election may be conducted by written ballot or by show of hands. Candidates desiring to run for office but who will not be present at the time of the elections will submit a written notification to that effect to the secretary.
7. **Vacancies:** If the President vacates office during his/her term, the Vice President shall assume the duties of the President for the remainder of the term, as described in Article 5, par. 4.a (1-5) above. If any other officer vacates their office during the term, a special election will be held at the next regularly scheduled meeting of the association in order to fill the said office. Upon elections, the candidate who received the majority vote from all voting members present will fill the said office. The office will be held throughout the remainder of the term.
8. **Suspension of Election:** The governing council may suspend elections of the association, fill any vacancy, or extend any term, during time of declaration of war by Congress of the United States or during a national emergency proclaimed by the President of the United States. Such suspension shall not exceed one year following termination of war or national emergency.

Article VII: Meetings and Quorums

1. **Governing Council:** The governing council shall meet as directed by the President. Meetings will be held at the USO BLDG 7856 Drum St from 1200-1300. If the USO building is unavailable, the council will determine a suitable location and ensure all members are notified of the change in a timely manner.
2. **General Meetings:** The general membership shall meet the second Tuesday of each month at the USO building from 1200-1300. Additional meetings may be called by the President or when requested by three members of the governing council.
3. **Notification:** Notification of meetings will be electronically sent to all members.
4. **Quorum:** A quorum shall consist of 4-6 council members for governing council meetings. Any matter brought before regular membership, shall pass with a majority vote of those regular members present.
5. **Suspension of Meetings:** The governing council may suspend any meeting of the association during time of declaration of war by Congress of the United States or during a national emergency proclaimed by the President of the United States. Such suspension shall not exceed one year following termination of war or national emergency.

Article VIII: Finances

1. **Standing Committee:** The governing council will annually appoint a finance and audit committee. The committee shall consist of at least 3 but no more than 5 members who hold no office or a qualified auditor. An audit will be conducted upon the election of a new treasurer.
2. **Duties:** The finance and audit committee duties shall include: engaging and discharging auditors, reviewing audit policies and financial controls, examining audit reports, meetings with the association's financial staff on a regular basis, and reviewing all financial and budgetary matters of the club.
3. **Disbursement:** Two members of the governing council shall both be required to sign for release of funds. All use of funds shall be voted upon in a governing council meeting.
4. **Bonding:** When any official member of the association has access to funds that exceed \$1,000.00 bonding insurance will cover that position.
5. **Taxes:** This association will comply with all Federal, State, and local tax laws.
6. **Fund Raising:** All fund raising activities will be conducted in accordance with Federal and State laws and regulations. The MWR must grant prior approval.

Article IX: Adoptions and Amendments

1. **Standing Committee:** The governing council will annually appoint a committee. This committee shall be comprised of at least three but no more than five members of the governing council and/or advisory board of directors. Additionally, the Vice President and the Secretary shall be members of the committee to review the By-Laws.
2. **Duties:** The committee will examine the current By-laws, receive proposed amendments and make recommendations for change.
3. **Amendments:** The proposed amendments will first be approved by a 2/3 vote of the governing council. All approved amendments will be ratified by a majority vote of the regular membership present at the next scheduled meeting. All ratified amendments are subject to the final approval by the installation commander.

Article X: Activities

1. **Sergeant Audie Murphy Club Selection Board:** Quarterly, there will be a SAMC selection Board. The president of the board will be the Installation Command Sergeant Major, and the Brigade Command Sergeant Majors will attend as board members. Guidelines for the SAMC Selection Board are outlined in FORSCOM Regulation 600-80, as well as the published MOI.
2. **SAMC Induction Ceremony:** The SAMC Induction Ceremony is used to provide recognition of new members. On the day prior to the induction ceremony a luncheon will be conducted with all available members present. New members will be provided with any awards they receive as well as any sponsor gifts. The lunches of new members and their family members in attendance will be paid for by a SAMC sponsor or the Ft Riley SAMC. The following day the induction ceremony will be conducted and new inductees will receive their SAMC medallion.
3. **SAMC Fund Raiser Events:** The SAMC will conduct fund raisers throughout the fiscal year to pay for expenses incurred for SAMC ceremonies.

Article XI: Awards and Gifts

1. **SAMC Inductee:** SAMC Inductee will receive the following awards and gifts at the induction ceremony:
 - a: SAMC Certificate
 - b: SAMC Medallion
 - c: SAMC Membership Card
 - f: various gifts from sponsors around the community
2. **SAMC Inductee Spouse:** SAMC Inductee Spouse will receive the following:
 - a: One yellow rose

Article XII: Dissolution

If the association is ever dissolved, funds in the treasury will be applied to meet any outstanding debt, liability, or obligation. The balance of these funds will be disposed of IAW the majority vote of the regular members present. No portion of the funds will be dispersed to any member of the association. In the event liabilities exceed the assets, the entire membership will be personally liable in a pro-rated share.

The By-Laws of the Fort Riley SAMC were voted on and approved with the majority vote on: _02 December 2010_

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