

VMFA-251 ASSOCIATION CONSTITUTION

ARTICLE I: PURPOSE OF ASSOCIATION. This ASSOCIATION shall be called the VMFA-251 Association and the purpose shall be to promote the interest of the squadron, to perpetuate its memory, to provide scholarships and to hold regular reunions.

ARTICLE II: MEMBERS OF THE ASSOCIATION: Membership of this Association shall consist of the following categories.

Members are any Marine who served with VMO-251, VMF-251, VMA-251, or VMFA-251 at any time from its activation to the present, or are currently serving. Descendants of any Marine who served with the squadron are eligible for scholarships.

Friends are all others who have an interest in the squadron or Marine aviation.

Honorary Members are persons who have been recognized by vote of the Executive Board for unusually valuable service in furthering the aims of the Association.

Voting rights at meetings and mail elections are limited to those in the Member category.

ARTICLE III: ANNUAL DUES. The annual membership dues are an amount consistent with the financial needs of the Association and as determined by the Executive Board of the Association. They are payable to the Association Treasurer during the month of December.

ARTICLE IV: REUNIONS. The Association shall meet on a regular basis at a site selected by the Time and Place Committee and approved by the Executive Board. Four years in advance, the Time and Place Committee, after consideration of recommendations by Members and Friends and in consultation with the Executive Board -- shall recommend a specific site for ratification during the general meeting.

ARTICLE V: OFFICERS AND DUTIES: Offices will be elected by majority vote of Members at the Reunion, by ballot and shall serve for a term of two (2) years. Elected officers shall serve until their duly elected successors take office immediately at the close of each Reunion meeting.

PRESIDENT: It shall be the duty of the president to give overall guidance to the Association; preside at the Reunions; appoint the Historian, Reunion Committee, editor of the "Tbolter" newsletter and all other duties necessary to carry out the activities of the Association. Should a vacancy occur in an Elected Office, the President, in consultation with other officers, shall appoint a Member to fill the unexpired term of office.

PRESIDENT ELECT. The President Elect will serve for two (2) years as a member of the Executive Board. Then he or she shall serve as President for two (2) years. He or she shall assist the President in any projects assigned, receive copies of all correspondence, and be informed fully as to all plans, membership matters and finances, so that when the position of President is assumed, the affairs of the Association shall continue without interruption.

VICE PRESIDENTS. It shall be the duties of Vice Presidents to establish and maintain a vigorous program to enlist new members into the Association, and shall appoint a committee to assist them. Vice Presidents shall assist the President in any appropriate manner.

There shall be four Vice Presidents.

The **Vice President -- North** shall represent the states of Maine, New Hampshire, Vermont, Massachusetts, Connecticut, Rhode Island, New York, New Jersey, Pennsylvania, Delaware, Ohio, Indiana and Michigan.

The **Vice President -- South** shall represent the states of Maryland, Virginia, West Virginia, North Carolina,

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South Carolina, Georgia, Florida, Alabama, Louisiana, Mississippi, Tennessee, Kentucky, Arkansas, Texas and Oklahoma.

The **Vice President -- Central** shall represent the states of Illinois, Iowa, Kansas, Minnesota, Missouri, Nebraska, North Dakota, South Dakota, and Wisconsin.

The **Vice President -- West** shall represent the states of Montana, Wyoming, Colorado, New Mexico, Arizona, Utah, Idaho, Washington, Oregon, Nevada, California, Hawaii and Alaska.

The Vice President from the same geographical area as the President shall be designated First Vice President.

SECRETARY. It shall be the duty of the Secretary to take the minutes of the business meeting held at the Reunions, maintain membership lists, publish the membership roster, keep on file the committee reports, handle members correspondence, and reunion registration, maintain the record book of the Constitution, By-laws, and Amendments, and secure the Association files and other properties in a secure manner as to insure their permanence. The Secretary shall be authorized to purchase the necessary supplies to perform the duties of the office.

TREASURER. It shall be the duty of the Treasurer to collect membership dues and issue quarterly financial reports, advise the Secretary when membership dues become past due, handle Reunion Registration fees and provide the "Tbolter" editor with email addresses and pay all regular, authorized expenses of the Association.

HISTORIAN. It shall be the duty of the Historian to gather and perpetuate the deeds and events of the unit, to preserve mementos in the archives and to continually search for materials, which will be made part of the permanent historical records. For the purpose of continuity, the Historian's appointment shall be permanent or until such time as it becomes necessary to appoint a successor.

VACANCIES. When the office of the President is vacated by death or resignation, the President Elect shall fill the vacancy until the next biennial Reunion. At that time he or she shall begin the term of President to which he or she was previously elected. The office of President Elect will remain vacant while he or she assumes the vacant Presidency.

If the office of President becomes vacant by death or resignation and there is no current President Elect, the Presidency shall be assumed by the First Vice President.

ARTICLE VI: The EXECUTIVE BOARD. The Executive Board shall be comprised of the President, President Elect, Immediate Past President, Four Vice Presidents, Secretary, Treasurer, and the Editor of the "Tbolter". An Editor of the "Tbolter" must be a Member or Friend of the Association.

The Executive Board shall seek to establish policies for the benefit of all categories of membership, and shall be responsible for the administration of all funds accrued and due by the Association and for the expenditure of such funds that may be necessary for proper support an administration of the Association.

ARTICLE VII: AMENDMENTS TO THE CONSTITUTION. This Constitution or the By-laws may be amended, after notice in the "Tbolter", by two thirds majority of the members and associate members present and voting at any biennial meeting, or by two thirds majority of Members voting by mailed balloting as may be provided for in the By-laws.

ARTICLE VIII: DISSOLUTION. The Association may be dissolved by a two-thirds vote of the Members present and voting at any reunion after notice of such action has been published in the Association news medium. Any assets remaining after dissolution expenses have been paid shall be distributed only to a successor non-profit or other non-profitable organization or to a government agency or agencies.

Note: Rough Draft established October 11, 2011.

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By-laws

1. Meetings of this Association shall be conducted under Robert's Rules of Order.
2. A quorum shall be one half of members registered at the current Reunion and are present for voting.
3. Voting by mail.
 - a. A motion to amend this Constitution or the bylaws, or for any purpose that would be in order if introduced at a reunion of the Association, may be introduced for voting by mail in the form of either (1) a resolution adopted by the Executive Board, or (2) a petition submitted by at least 25 members who are eligible to vote in mail elections.
 - b. Any motion for voting by mail shall be submitted to the President, who shall supervise its administration and disposition.
 - c. Any motion must be received in time to be completely administered and disposed of, with the results of voting ready to be announced not later than the opening day of the next scheduled biennial reunion.
 - d. In case a motion has been received and is pending, and a further motion is received, the latter may be put to voting simultaneously with the first received, provided that its purpose is compatible for voting with the first received. Any further motion(s), if compatible and timely received, shall be treated similarly.
 - e. The motion(s) shall be printed in the "Tbolter," including explanations and arguments for and against by members appointed by the President.
 - f. The President shall establish deadlines to assure timely actions, including "Tbolter" publication of the motion(s) with ballots; mailing of ballots by members; certifying and counting of ballots by the Secretary and one other member appointed by the President; and 'Tbolter' publication of the results of voting.
 - g. A quorum for voting by mail shall consist of timely receipt of certified ballots from at least one-tenth of the number of members entitled to vote.
4. This Association was formed to extend the fellowship and patriotism of living members as well as to perpetuate the memory of all persons, whether they were members or not, who served VMFA-251 since its activation in 1941, and to preserve the squadron history. No monetary profit shall ever be derived by any member of himself or any non-member from any activity conducted by the Association.
5. Mail ballots shall not be combined with any voting at a reunion. Any action created by a mail ballot shall become effective thirty (30) days after the close of voting.

Note: Rough draft of By-laws established October 11, 2011

VMFA-251 ASSOCIATION Scholarship Fund

Purpose: Scholarships may, be awarded each year as recommended by the Scholarship Committee. These scholarship grants need not be repaid and may be considered for renewal for up to three years after the initial grant provided the acceptable grade point average has been maintained during each previous school year.

Eligibility: Descendants of Members of the VMFA-251 Association are eligible for these awards which are not limited by race, color, national origin or sex. Scholarships are for undergraduate and graduate study at accredited colleges and universities. Children of members must be under the age of 25 to receive the initial grant. Grants to the designated school may be used for room and board, tuition, library fees, textbooks and related instructional material.

Number and value of scholarships: After receiving the report of the Scholarship Committee for the prior year and their recommendations for the next, policies governing this activity will be decided by the scholarship committee, reported to the Executive Board. Announcement of the number of scholarships and their value for the ensuing year will be publicized as promptly and widely as possible. Students must reapply each year through the Scholarship Fund for consideration for renewal of their grants. They will be notified if their renewal has been approved. Students must maintain a "B" average and carry the prescribed minimum hours of their school to be considered for renewal.

Application Packets:-Descendants: Include with the completed application: two letters of recommendation from teachers, a personal recommendation from an adult who is not a relative; a handwritten autobiography; certified transcript of high school or college grades; ACT or SAT scores, and a composition on What you admire most about America (200+ words).

Selection Committee:

The VMFA-251 scholarship committee will select recipients before the start of the fall semester or quarter. Only individuals selected to receive scholarships will be notified. Those selected will have their picture and an announcement published in the 'Tbolter.'

Deadline: Completed application packets must be submitted by June 30th each year.

Note: Rough Draft of Scholarship Guidelines, establishment of a Scholarship application form, and Scholarship Committee to be amended or established by the Association Executive Board pending approval of 501c3 non profit status.

VMFA-251 Association Organization
Executive Board and Scholarship Committee
ROUGH DRAFT

