



## **AFA CHAPTER BYLAWS**

### **ARTICLE I**

#### **NAME**

The name of this Chapter shall be \_\_\_\_\_  
Chapter of the \_\_\_\_\_ State Air & Space Forces Association.  
(State)

### **ARTICLE II**

#### **OBJECTIVES**

*The Air & Space Forces Association provides an organization through which we, as free people, may unite to address the defense responsibilities of our nation imposed by the many advances in aerospace technology that have been, and will continue to be made; to educate the members and the public at large as to what that technology can contribute to the security of free people and the betterment of mankind; and to advocate and support military preparedness of the United States and its allies adequate to maintain the security of the United States and the free world.*

### **ARTICLE III**

#### **LIMITS**

*The Chapter shall be civilian and shall not be used for the dissemination of partisan principles, nor for the promotion of candidacy of any person seeking office or preferment, nor for any other personal or commercial gain.*

*The \_\_\_\_\_ shall operate exclusively for the purposes specified in AFA's Bylaws and shall not carry on any other activities not permitted to be carried on by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.*

*Upon dissolution of the \_\_\_\_\_, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.*



## **ARTICLE IV**

### **MEMBERSHIP**

*Section 1. Eligibility. A member of the Association shall be deemed to be a member of this Chapter if they shall either have filed application for such membership with this Chapter or shall have been assigned to this Chapter through automatic affiliation, or shall have paid their AFA dues through, or credited the same to, this Chapter. Members in good standing may transfer their affiliation to any Chapter of the Association. No member of this Chapter may be a member of any other Chapter at the same time. No person may join the Chapter without first being a member of the Air & Space Forces Association.*

Section 2. Community Partners. A company or business that wishes to support the aims of the Air & Space Forces Association for greater community understanding of the need for aerospace power in the defense of the nation may apply for affiliation with the Air & Space Forces Association and the \_\_\_\_\_ Chapter as an AFA Community Partner.

## **ARTICLE V**

### **FINANCE**

Section 1. Dues. Annual dues are paid to the Air & Space Forces Association as required by the Association. No other dues are required.

*Section 2. Fiscal and Operating Years. The Fiscal Year of the Chapter shall be 1 January to 31 December. The Operating Year for tenure of officers, etc., shall be October 1 to September 30.*

## **ARTICLE VI**

### **CHAPTER MEETINGS**

Section 1. Meetings. The Chapter shall meet at least quarterly. The meeting in the \_\_\_\_\_ shall be the annual meeting for the election of officers. Special meetings (quarter) may be called by the president, by majority vote of the Chapter Council, or upon written request of (\_\_\_\_\_) of its members.



Section 2. Quorum. A quorum shall consist of \_\_\_\_\_  
(number or percentage)  
of members present.

Section 3. Notice of Meetings. Members will be notified of regular meetings by mail or other verified method.  
Members will be notified of a special meeting, by mail or other verified method, no less than \_\_\_\_\_  
days prior to a special meeting.

Section 4. Voting. Each voting member of the Chapter shall be entitled to one vote in all proceedings.

## ARTICLE VII

### OFFICERS

Section 1. Elected Officers. The officers of the Chapter shall be a *President, Vice President, a Secretary, and a Treasurer*. *Additional officers may be (elected by the members or appointed by the President).* The officers shall be elected at the annual meeting and shall serve for a period of one year and thereafter until their successors are elected. In the event that a quorum is not present for the election, the election will be conducted by mail ballot to all voting members.

Section 2. Appointed Officers. The President may appoint additional Council members and such subordinate officers as deemed necessary upon approval of the Chapter Council. Appointed officers may be removed from office by the President or by majority vote of the Council.

Section 3. Vacancies. In case of vacancy in any office, it shall be filled by appointment of the President for the remainder of the unexpired term and thereafter until a successor is elected, except that in the case of vacancy occurring in the office of President, ( \_\_\_\_\_ ) or  
(the office shall be assumed by the Executive Vice President)  
( \_\_\_\_\_ ).  
(the Council shall fill the vacancy)



## ARTICLE VIII

### CHAPTER COUNCIL

Section 1. Membership. The Chapter officers and Council members shall comprise the Chapter Council

Section 2. Duties. Between meetings, the administrative power of the Chapter shall be vested in the Chapter Council. In addition to such powers as are specifically conferred upon it by the Bylaws, the Chapter Council shall be responsible for the general management of the affairs of the Chapter and may make such regulations as it deems advisable, not inconsistent with its governing documents. It shall keep a written report of its proceedings and shall make a written report of its activities.

Section 3. Meetings. The Chapter Council shall meet at least quarterly. Special Chapter Council meetings may be held upon reasonable \_\_\_\_\_  
(3 days-2 days-1 week)

notice at the call of the President, or the Secretary shall call a special meeting upon the written request of \_\_\_\_\_ members of the Chapter Council.  
(two-three)

Section 4. Quorum. A majority of the members of the Chapter Council shall constitute a quorum. Absent members shall be counted as present at special meetings, provided the vote in writing of such absent members is received by the Secretary prior to the meeting.

## ARTICLE IX

### NOMINATING COMMITTEE

Section 1. Membership. The Nominating Committee shall consist of \_\_\_\_\_  
(3 - 5)  
members who shall be \_\_\_\_\_ by \_\_\_\_\_ at the \_\_\_\_\_  
(elected-appointed) (who-which) (annual-winter)  
meeting.

Section 2. Quorum. A quorum of the Nominating Committee shall consist of a majority of its members.



## **ARTICLE X**

### **COMMITTEES**

Section 1. Standing Committees. The standing committees of the Chapter shall be \_\_\_\_\_.  
(membership, finance, program, etc.)

Section 2. Special Committees. Special committees may be created by the Chapter Council, the President, or at the annual membership meeting. The respective powers and duties of such committees shall be defined when each committee is created.

Section 3. Meetings. Each committee shall hold meetings at such times as may be specified by its chairman, by the President, by the Chapter Council, or upon the request in writing of a majority of its members after due notice is given to committee members.

Section 3. Reports. Each committee shall keep a record of its proceedings and shall make a written report of its activities as may be required by the Council.

Section 4. Duties. Each committee shall be charged with the duties assigned to it by the Bylaws, by the President or the Chapter Council. Any question which may arise as to the jurisdiction of a committee shall be determined by the President.



---

## ARTICLE XI

### DELEGATES TO STATE CONVENTION

Delegates to the State Convention shall be as prescribed in the State Organization Bylaws. The Chapter President and other Chapter delegates shall be chosen at the Chapter meeting held immediately prior to the State Convention and in time to meet the registration of the State Organization.

[Chapters may choose to expand the selection process to include election or appointment, especially in the cases of large chapters.]

## ARTICLE XII

### DISCIPLINE

*Section 1. Complaints against the Chapter or elected or appointed officers of the Chapter shall be handled as specified in Article IV, Section 5 of the Air & Space Forces Association Bylaws.*

*Section 2. This Chapter shall not enter into any agreements, leases or other commitments or involvements of any kind or nature whatsoever, the direct or indirect effect of which shall be legally to obligate or constrain the Air & Space Forces Association, without the prior written approval of the President of the Air & Space Forces Association; nor shall they engage in any activity contrary to, or inconsistent with, the objectives or policies of the Air & Space Forces Association.*

## ARTICLE XIII

### PARLIAMENTARY AUTHORITY

*The rules contained in Robert's Rules of Order Newly Revised shall govern the Chapter in all cases to which they are applicable and in which they are not inconsistent with the Bylaws and any special rules of order the Chapter may adopt.*



**ARTICLE XIV**

**AMENDMENTS**

These Bylaws may be amended by a two-thirds vote of the voting members present at a Chapter meeting if notice of the proposed amendment shall have been given by the Secretary to all members at least thirty (30) days prior to the meeting.

Adopted \_\_\_\_\_  
(original date)

**ENDORSEMENTS**

\_\_\_\_\_  
Chapter President \_\_\_\_\_  
Date

\_\_\_\_\_  
State President \_\_\_\_\_  
Date

\_\_\_\_\_  
Region President \_\_\_\_\_  
Date

\_\_\_\_\_  
AFA Vice Chair of the Board – Field Operations \_\_\_\_\_  
Date