

23rd INFANTRY REGIMENT TOMAHAWK ASSOCIATION

BY-LAWS

SECTION I. MEETINGS

1.1 REUNIONS: An Annual Reunion will be held each year at a scheduled Tomahawk Rendezvous. in observance of Organization Day of the 23rd Infantry Regiment. Whenever possible the Tomahawk Rendezvous will be planned in conjunction with the organizational day activities of the active duty battalions. In the event the active battalions do not have an organization day, it shall be the responsibility of the Board of Trustees to prepare and implement contingency plans and make timely announcements to the members. Additional meetings may be called at the discretion of the President.

1.2 BUSINESS MEETINGS: One or more business meetings held in conjunction with the Tomahawk Rendezvous form the legislative base for the Association. A notice of time, place and agenda will be published in *THE TOMAHAWK*. In case of time constraints, notices will be disseminated by U.S. Mail, email or notification on the Association website.

1.3 QUORUM: A quorum shall consist of the regular members in good standing present at a regular business meeting.

1.4 ABSENTEE BALLOTS: Absentee ballots may be used by any regular member unable to attend the annual meeting to elect Association Officers and to vote on proposed changes to the Constitution and By-Laws.

SECTION II. DUTIES OF OFFICERS

2.1 PRESIDENT: Presides at all meetings of the Board of Trustees, Executive Committee, and general membership meetings. May call special meetings, Special meetings of the Executive Committee and Board of Trustees, may be held as a group, in person, by phone, mail, email or videoconference.

2.2 VICE-PRESIDENT: Performs the duties of the President in the absence of the President.

2.3 SECRETARY: Maintains accurate records of all Association proceedings, a copy of the approved Constitution and By-Laws, a current list of members and their addresses, a current list of all elected and appointed Association officers, a copy of all applicable Army Regulations, a current list of Distinguished and Honorary Members of the Regiment and issues special certificates.

2.4 TREASURER: Manages all Association financial transactions, including collection of dues and disbursements. Maintains historical records of the Association's financial transactions and audits. Prepares a biannual financial report as of June 30 and December 31 for the Executive Committee's approval. Submits required tax returns and documentation to the Internal Revenue Service. Maintains the official membership list.

2.4.1 ASSISTANT TREASURER: Assist the Treasurer in managing financial transactions to include raffle mailing, sale of promotional items, and maintaining rosters. Assumes the responsibilities of the Treasurer in his absence.

2.5 ASSISTANT SECRETARY/TREASURER: Represents the battalion Association members, solicits memberships, accounts for and forward those funds to the Treasurer, prepares articles for *THE TOMAHAWK* and may expend authorized Association funds to support Association activities in the battalion.

2.6 HISTORIAN: Collects stores historical memorabilia researches and develops historical excerpts relating to the history of the 23rd Infantry Regiment. Develops and submits historical articles to the Editor of *THE TOMAHAWK*.

2.7 TRUSTEES: Represents the members of the Association at the meeting of the Board of Trustees.

2.8 ADVISORY BOARD: Provides leadership and liaison between the Army and the Association. Offers advice to the Board of Trustees and recommends Distinguished and Honorary Members of the Regiment.

2.9 CHAPLAIN: Executes duties as appropriate to enhance the well being of all Association members. Directs the religious observances of the Association.

2.10 EDITOR: Responsible for the quarterly publication of the Association's newsletter. He will receive, review, accept or reject items based on their content.

2.11 MEMBERSHIP: Maintains the official membership data base and rosters, contacts prospective members offering membership, and issues permanent membership cards based on class and types of membership, issues membership certificates and prepares membership reports for the Board of Trustees.

2.12 PUBLIC RELATIONS: Prepares announcements of Association activities and forwards to veterans and military type magazines, newsletters, websites, and social media links.

2.13 AUDITOR: Audits the treasurer's financial records on an annual basis following the close of our fiscal year. Submits final report of the audit to the President for review and action by Board of Trustees. The Association will comply with the audit requirements of AR 210-22, Chapter 3, paragraph 3-3. A statement of the results of said audit shall be made available for inspection upon request. The auditor's report will be presented at the annual membership meeting and will be subject to approval by the members. The organization will comply with all Federal, State, local tax laws and codes.

2.14 CUSTODIAN OF MEMORABILIA: Maintains accounting for Association artifacts and memorabilia donated to and stored in the Association's Historical Repository. Coordinates with other units on loan and return of items. Maintain current inventory of the Association's artifacts and memorabilia.

2.15 ATTENDANCE: Attendance at all meetings by all officers is expected. An officer unable to attend any meeting shall notify the President with valid justification, furnish all required reports and a proxy prior to the meeting.

SECTION III. GOVERNANCE BETWEEN ANNUAL MEETINGS

GOVERNING AUTHORITY: Between annual meetings, governing authority for the Association is vested in the Board of Trustees. Its decisions have immediate effect and remain in force until ratified, modified or repealed at the next membership meeting. In the event the Board of Trustees cannot meet, the Executive committee may meet on their behalf.

SECTION IV. STANDING COMMITTEES

4.1 NOMINATIONS AND ELECTIONS COMMITTEE:

4.1.1 The Chairman shall not be a member of the Board of Trustees or a candidate seeking elective office. The chairman shall call for nominations of Association Officers in *THE TOMAHAWK* or the Association Website for 30 days in sufficient time to allow publication and return of the absentee ballots before the annual meeting. Nominations will be accepted December 1st through January 1st.

4.1.2 The Chairman will submit a ballot 90 days prior to the election for publication in the next issue of *THE TOMAHAWK* or Association Website listing all nominees for President, Vice-President, Secretary, Treasurer and four (4) Trustees.

4.1.3 The Chairman will, with the Treasurer, verify the validity of absentee ballots, tally votes and present a report at the annual meeting when the elections are conducted.

4.1.4 During the annual business meeting when elections are held, if there is an office without a nominee, nominations may be accepted from the floor. Under unusual circumstances, as determined by a 2/3 vote of the members present at the meeting, nominations may be accepted from the floor when there are nominees for an office.

4.2 CONSTITUTION AND BY LAWS: The Chairman shall, at the direction of the President through coordination with the Board of Trustees, prepare proposed changes to the Constitution and By-Laws and present them for membership vote at the annual meeting.

4.2.1 The Chairman shall submit all proposed changes to the Constitution and By-Laws to the President for review with the Board of Trustees in sufficient time to allow publication in one issue of *THE TOMAHAWK* or Association Website for 30 days and return of absentee ballots before the annual meeting

4.2.2 The Chairman will, with the Treasurer verify the validity of the absentee ballots, tally results and present a report at the annual meeting.

SECTION V – DUES (AMOUNT TO BE DETERMINED)

5.1 ANNUAL DUES: Regular and Associate annual membership dues of \$23 are payable on or before October 1 of each year. As an exception, regular annual membership dues of \$10 for Active Duty Soldiers are payable on or before October 1 of each year. The amount of annual dues is to be determined by budget needs as recommended by the Executive Committee and approved by the members. New annual members who pay dues between May 1 and September 30 will be in

good standing until October 1 of the following year. The Treasurer will remove members not paying dues by January 1 from the Association's roster.

5.2 LIFE MEMBERSHIP DUES:

Recipients of the Medal of Honor	No Charge
Gold Star Widows, Parents, and Children	No Charge

Other Life Membership dues are based on the following ages:

Up to age 60	\$230
Age 60 to Age 69	\$169
Age 70 to Age 79	\$123
Age 80 and over	\$80

Purchase of a Life Membership in the Association carries with it only the guarantee of membership in the Association without additional dues as long as they live and the Association exists and to receive copies of the Association's publications. No other guarantee is given or implied. A part of Life Membership dues will be placed in a Life Trust Fund.

SECTION VI. METHODS OF FINANCING

6.1 MEMBERSHIP DUES AND FUND RAISING: The Association shall be financed by membership dues and fund raising events. The Association shall be self-sustaining and there shall be no financial assistance from any appropriated or nonappropriated fund activity. The Association will submit a fundraising request letter through DFMWR to the Private Organization's Office NLT 30 days prior to the event

6.2 SOCIAL ACTIVITIES: When approved by the Board of trustees, the social activities hosted by the Association will be financed by charging each attending member a prorated share of the cost.

6.3 REFUND OF DUES: Should any member voluntarily resign his membership or default in payment of dues, he shall forfeit all membership privileges and refund of dues will not be made.

SECTION VII. AWARDS

7.1 DISTINGUISHED MEMBERS OF THE REGIMENT (DMOR) (AR 600-82):

7.1.1 ELIGIBILITY: Must have served on active duty with the regiment. Distinguished service may be with or subsequent to duty with the regiment.

7.2 HONORARY MEMBERS OF THE REGIMENT (HMOR) (AR 600-82):

7.2.1 ELIGIBILITY: May be any individual who has provided a service or made a contribution to the regiment. May not be or have been a member of the regiment.

7.3 NOMINATION AND APPROVAL: May be nominated by anyone. Nominations shall be submitted to the Advisory Board.

SECTION VIII. RECORDS

All records of the Association, excluding the checkbook, will be maintained on a fiscal year basis, held two years and then retired to the Association's Historical Repository. The checkbook (stubs)

will be held three years after completion of the last entry in the checkbook register and then retired to the Association's Historical Repository.

SECTION IX. HISTORICAL REPOSITORY

The Association shall acquire, maintain, and own a repository of regimental historical memorabilia items. Such items can be loaned to any museum or other exhibits, but ownership of all items in the repository remain with the Association.

APPROVAL

The By-Laws were approved at a meeting of the membership of the 23rd Infantry Regiment Association on 15 August 2013.

President

Date

Secretary

Date

Treasurer

Date

The By-Laws was amended as follows: