

CONSTITUTION  
of the  
AMERICAN SOCIETY OF MILITARY COMPTROLLERS  
HAMPTON ROADS CHAPTER

**ARTICLE I - Name**

The name of this organization shall be the "HAMPTON ROADS CHAPTER OF THE AMERICAN SOCIETY OF MILITARY COMPTROLLERS," hereinafter called the "Chapter." Military comptrollership is defined as the profession of comptrollership in the Department of Defense and the Coast Guard, to include the fields of financial and general management, accounting, finance, budgeting, programming, reporting, statistics, auditing, cost analysis, management analysis, and supporting activities in management, industrial engineering, information technology, operations research, systems analysis, and such other fields as the National Council may designate.

**ARTICLE II - Purpose of the Chapter**

**Section 1.** The purpose of the Chapter is to:

- a. Afford a means by which members in the Hampton Roads area who are, or have been, engaged in Comptrollership may maintain and improve the high standards of Comptrollership.
- b. Foster a spirit of good will and good fellowship among its members.
- c. Promote the profession of comptrollership.
- d. Promote education, training, and professional development in comptrollership to both members and non-members.
- e. Exchange ideas and techniques for dealing with common issues of the Services.
- f. Promote community service.

**Section 2.** To fulfill this purpose, the Chapter shall:

- a. Conduct meetings and seminars open to members and non-members and attend conventions, seminars, and other professional and educational events.
- b. Contribute to the National Society's publications.
- c. Foster education, training, and professional development opportunities for both members and non-members.
- d. Give formal recognition to individuals who have made outstanding contributions to the advancement of military comptrollership.

e. Cooperate with other educational and professional organizations in matters of mutual interest.

### **ARTICLE III - Membership**

**Section 1.** There shall be five classes of membership:

a. Active Members shall be persons who are, or have been, employed as professionals in the military comptrollership field and who, to remain in good standing, have paid appropriate dues and fees.

b. Life Members shall be those Active Members who have been in good standing for 20 consecutive years, or are past National Presidents.

c. Associate Members shall be persons who, though not qualified for Active or Life Membership, demonstrate an interest in the military comptrollership field and who, to remain in good standing, have paid the appropriate dues and fees.

d. Honorary Memberships may be conferred upon persons making significant contributions to military comptrollership who are not eligible for, or who would not otherwise be expected to join, one of the other classes of membership.

e. Corporate Members shall be corporations which demonstrate an interest in the military comptrollership field and who, to remain in good standing, have paid the appropriate dues and fees.

**Section 2.** Applications for Active, Life, Associate, and Corporate Memberships shall be tendered to the National Headquarters of the Society on application forms designated for that purpose. Honorary members shall be nominated by a Chapter President or National Executive Committee member and approved by the National President.

**Section 3.** Corporate, Honorary, and Associate members have the right to speak at meetings but not to make motions, vote, or hold any office in the Society.

**Section 4.** The National Council shall establish dues.

**Section 5.** Applicants for membership shall receive notice of acceptance to membership from the National Executive Director.

**Section 6.** An active member, who in the opinion of the Chapter brings discredit upon the Society, shall be expelled. A member so expelled by the Chapter may appeal the action to the National Council whose decision shall be final.

**Section 7.** An active member who fails to pay the prescribed annual dues within a time period fixed by National Headquarters shall be suspended. If cause for suspension is not rectified within 1 year from the date of delinquency, the suspended member shall be dropped from the

Society. Upon application through the Chapter, the National Council may reinstate a suspended member.

**Section 8.** An active member who resigns shall be dropped from membership in the Chapter effective on the date of resignation.

**Section 9.** A member who resigns, or is suspended or expelled, shall forfeit all privileges in the Society, and all his or her rights shall cease and terminate in all holdings and assets, real property, and effects owned or held in trust or operated by the Chapter.

#### **ARTICLE IV - Officers**

**Section 1.** The following officers of the Chapter shall be elected annually by a majority vote of members present at the last regular meeting of the fiscal year and shall be installed at that meeting. The term of office for all officers shall coincide with the fiscal year of the chapter (1 July – 30 June). These officers form the Executive Committee.

- a. President
- b. Vice Presidents. One from each service (Army, Navy, Air Force, and Coast Guard).
- c. Secretary.
- d. Treasurer.
- e. Other officers as deemed necessary may be appointed or elected as the Chapter may decide.

**Section 2.** The office of the President shall be rotated among the military services represented in the Chapter (Army, Navy, Air Force, and Coast Guard). The order of rotation shall be adjudged by the President and the Vice Presidents and shall be announced in sufficient time to allow for proper election of officers. In the event of a vacancy for the office of President, the Executive Committee shall appoint a replacement for the remainder of the year.

**Section 3.** The Secretary and Treasurer shall be of the same service as the President. In the event of a vacancy for the lead-service Vice President, Secretary, or Treasurer positions, the President shall appoint a replacement for the remainder of the year.

**Section 4.** In the event of a vacancy for any other service Vice President position, the Executive Committee shall appoint a replacement for the remainder of the year.

**Section 5.** The successor Service or Department shall present the names of willing nominees for the officer positions to the Chapter membership at the next-to-last regular meeting of the fiscal year. Additional nominations may be made from the floor.

**Section 6.** No person shall be eligible to hold office, be a voting member of a committee, or hold a position of authority or trust in the Chapter unless that person is an Active or Life Member

in good standing at the date of election, is of good moral character, and reflects the highest ideals of the profession.

**Section 7.** Any officer may be removed from office for proper cause by a three-fourths vote of the Chapter membership present at a regular or special meeting. Proxy instruments submitted by absent members shall be acceptable as a right of vote.

#### **ARTICLE V - Duties of Officers**

**Section 1. President:** The president shall be the presiding officer, and shall enforce all laws, contracts, etc., and execute such papers as shall require his or her signature, and shall exercise general supervisory control over all affairs of the Chapter. The President is an ex officio member of all committees, or other governing bodies, and may at his or her pleasure examine their minutes, books, and records.

**Section 2. Vice President:** Each Vice President shall represent his or her service or department in the Chapter. In the temporary absence of the President, the lead service Vice President shall perform the duties of the President. In the temporary absence of both the President and the lead-service Vice President, the Vice President appointed by the Executive Committee shall perform the duties of the President.

**Section 3. Secretary:** The secretary shall record the proceedings of the meetings, maintain a roster of the membership, and be official custodian of the charter, seal, constitution, bylaws, documents, and papers. He or she shall maintain contact with the Executive Director, answer correspondence, and perform such other duties as may be directed by the President.

**Section 4. Treasurer:** The Treasurer shall receive and deposit all monies of the Chapter, pay its just bills, maintain its books of accounts, and make appropriate reports on the financial condition of the Chapter to the President and the members as directed. The Treasurer or the Secretary shall sign all checks or warrants on the funds of the Chapter.

#### **ARTICLE VI - Dissolution**

A two-thirds majority vote of all Chapter members eligible to vote is required to effect dissolution of the Chapter. Net assets of the Chapter, upon dissolution, shall be distributed under the direction of the Executive Committee who shall coordinate with the National Executive Committee the dissolution of the Chapter. Any distribution of the Chapter's assets shall only be made to nonprofit or charitable organizations. Chapter records shall be forwarded to the National Headquarters.

#### **ARTICLE VII - Rules of Order**

All meetings of, or in connection with, the business of the Chapter shall be conducted in accordance with Robert's Rules of Order.

#### **ARTICLE VIII - Ratification, Amendments, and Bylaws**

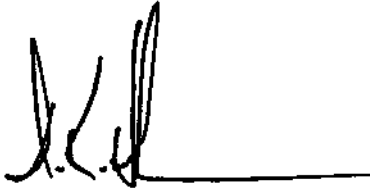
Ratification by a majority vote of the Chapter membership shall be sufficient for establishment of the Constitution and Bylaws for the Chapter. Amendments to this Constitution shall require a majority vote of the Chapter membership present at a regular meeting. Proxy instruments

submitted by absent members shall be acceptable as a right to vote. Amendments to the Bylaws of the Chapter shall require a majority vote of the Executive Committee. A copy of the Constitution, Bylaws, and amendments shall be forwarded to the National Headquarters.

**ARTICLE IX - Effective date**

This Constitution became effective on 28 November 1979. The latest amendment became effective 10 March 2010.

Signed:

A handwritten signature in black ink, appearing to be 'J. K. H.', written over a horizontal line.

President,  
Hampton Roads Chapter, ASMC