

NAVAL WEATHER SERVICE ASSOCIATION

**CONSTITUTION AND BYLAWS**  
**REVISED 5 MAY 2016**

**PREAMBLE**

The NAVAL WEATHER SERVICE ASSOCIATION was formed by and for persons associated at any time with the Naval Weather Service, its predecessor, or its successor organizations.

We associate ourselves together for the following purposes:

- To uphold the Constitution of the United States of America.
- To support a strong military defense posture of the United States of America.
- To preserve the memories and incidents that were a part of our personal lives and professional associations.
- To promote the fraternalism and camaraderie within the Naval Weather Service Association

This organization was established as a nonpolitical organization and will remain so throughout its existence.

**BYLAWS**

**ARTICLE I - NAME**

Section 1. Name.

The name of the organization is the NAVAL WEATHER SERVICE ASSOCIATION (hereafter referred to as the NWSA).

**ARTICLE II - POWERS AND CONSTRAINTS**

Section 1. Powers.

The powers of the NWSA reside in its members. These powers are exercised on behalf of the membership by an Executive Board.

Section 2. Constraints.

The NWSA is nonprofit, nonsectarian and nonpartisan. It cannot endorse or disparage a commercial enterprise, a political platform, or a candidate for public office. No part of any funds collected or received from any source shall inure to the benefit of any member or individual, and no officer of the NWSA shall receive compensation for services as an officer.

**ARTICLE III - MEMBERSHIP**

Section 1. Eligibility.

Any person, military or civilian, who has served honorable, or been closely associated with any unit of Naval Weather Service, its branches or detachments, ashore or afloat, is eligible for membership. The spouse of a deceased member shall be eligible for continued membership in the NWSA.

Section 2. Application.

Application for membership shall be made in writing, accompanied by Annual Dues and Registration Fee currently in effect (the latter for non-active duty persons only), to the NWSA Secretary-Treasurer.

Section 3. Reinstatement.

Membership may be reinstated by payment of the Annual Dues at any time, except that after a lapse of one year or longer, another registration fee will be required.

Section 4. Standing.

A member shall be considered in good standing with entitlement to all NWSA benefits, including voting, if dues are paid for the current fiscal year beginning July 1 and ending June 30.

**ARTICLE IV - DUES**

Section 1. Annual Dues.

Annual dues will be as set by the Executive Board and approved by the majority of members present at the Annual Meeting.

Section 2. Life Membership.

Life Membership shall be available at a cost set by the Executive Board and approved by the majority of members present at the annual meeting.

Section 3. Registration Fee.

There will be a registration fee for non-active-duty new members in addition to the annual dues. It shall be a one-time fee, not to be repeated if dues are kept current, and shall be payable on application for membership. The amount of the registration fee shall be set by the Executive Board.

### ARTICLE V - OFFICERS

#### Section 1. Officers.

Elected officers shall be the President, 1st Vice-President, 2nd Vice-President, and Secretary-Treasurer, all of whom shall be members of the NWSA

#### Section 2. Terms of Office (Change 30 April 2014 Pensacola Reunion)

The officers of the NWSA shall serve for a term of two years. The President, 1<sup>st</sup> Vice President and 2<sup>nd</sup> Vice President will alternate years with the Secretary/Treasurer so there will be continuity in the organization. Officers Elect will be installed at the appropriate banquet.

a. The outgoing Secretary/Treasurer will continue in office until the close of the fiscal year on 30 June.

#### Section 3. Officers-elect.

When elected, officers shall be designated "Officer-Elect" for an interim period of one year before assuming responsibilities of office. Presidents Elect are invited to be observers at the Executive Board meeting immediately prior to their installation. In the event that an "Officer-Elect" cannot assume his/her position as scheduled, a new officer will be elected and the one year elect period is waived.

#### Section 4. Appointive Officers.

The Editor of the NWSA newsletter, Chief Master-at-Arms, Historian, Chaplain, and Parliamentarian shall be appointed annually by the newly-elected President, and shall serve for the duration of his term unless they de cease or resign.

#### Section 5. Replacement and Succession.

In the event of a vacancy through resignation or other reason among the elected officers, normal ascension will apply. The Officers-Elect will not assume a vacated office.

### ARTICLE VI - EXECUTIVE BOARD

#### Section 1. Composition.

The Executive Board shall consist of elected officers of the NWSA as set forth in Art.V, Section 1, the Past Presidents, Editor of the Aerograph, Chairman of the Reunion Committee, and the President of each NWSA Regional Chapter as defined in Article XIV.

#### Section 2. Quorum.

Five members of the Executive Board, including at least one elected officer, present in person, shall constitute a quorum.

#### Section 3. Executive Council.

The President shall appoint an Executive Council. The Executive Council shall act for the Executive Board on matters which must be decided before the next scheduled meeting of the Executive Board. The Executive Council shall consist of the NWSA President and six Executive Board members. Appointments shall be for a term of one year.

### ARTICLE VII - ELECTIONS

#### Section 1. Elections.

Election of officers will be conducted at the Annual Meeting. Officers elected will take office at the annual banquet one year in the future, a unique, but necessary, arrangement conditioned by the association's goal for rotating Annual Meetings geographically.

### ARTICLE VIII - DUTIES OF OFFICERS

#### Section 1. President.

The President shall preside at all meetings of the Executive Board and the NWSA; shall appoint the Chairman of each committee and directly or indirectly supervise their work; shall act as Executive Officer of the NWSA and in general, perform the duties usually associated with the office of the President.

#### Section 2. First Vice-President.

The First Vice-President shall succeed to the Presidency in case of a vacancy in that office and shall perform the duties of the President in his absence or disability; and shall undertake such other responsibilities as the President may assign.

#### Section 3. Second Vice-President.

The Second Vice-President shall succeed to the First Vice-Presidency in case of a vacancy in that office and shall perform the duties of the First Vice-President in case of absence or disability; and shall undertake such other responsibilities as the President may assign.

#### Section 4. Secretary-Treasurer.

The Secretary-Treasurer shall handle the correspondence of the NWSA and maintain a record of the proceedings of all meetings of the membership and Executive Board; shall be custodian of all records of the NWSA; shall receive all revenues of NWSA and disburse all such funds; shall present an annual report to the membership at the Annual meeting listing all receipts and disbursements by budget categories; and shall publish annually *THE BELLINGER LIST* each November, and

the Report of Annual Meeting (Reunion/Convention) in *The Aerograph* edition published immediately following said meeting; shall submit to the Executive Board at the Annual Meeting his/her cost of round trip transportation to the Annual Meeting. This cost, and any others that the Executive Board deems appropriate, shall be considered for reimbursement from the General Funds of the NWSA.

Section 5. Editor, "THE AEROGRAPH".

The Editor of The AEROGRAPH shall publish the quarterly newsletter and make distribution to NWSA members in good standing, using current membership information obtained through the close cooperation with the Secretary-Treasurer. Prior to each Annual Meeting a broader distribution to include non-members in appropriate geographical areas may be made to encourage their participation in the reunion/convention.

Section 6. Parliamentarian.

The Parliamentarian shall be versed in the Bylaws of the NWSA and ROBERT'S RULES OF ORDER, and shall ensure that all meetings of the NWSA are conducted accordingly.

Section 7. Historian.

The Historian shall acquire appropriate records of persons and incidents considered to be part of NWSA, in order to preserve the past of Naval Aerology and the Naval Weather Service and persons associated therewith; and shall perform such other duties as may properly pertain to the office or be determined by the President or the Executive Board.

Section 8. Chief Master-at-Arms.

The Chief Master-at-Arms shall preserve order at all meetings of the NWSA; shall welcome all visitors; shall see that the colors are posted at all meetings of NWSA; conduct all honored guests until seated and recognized; and shall perform such other duties as may be assigned by the President.

Section 9. Chaplain.

The Chaplain, as the spiritual leader of NWSA, shall give the Invocation and the Benediction at all formal NWSA meetings and at such other meetings when called upon; and shall be responsible for reporting on those members who have deceased or who are ill.

ARTICLE IX - STANDING COMMITTEES

Section 1. The standing committees of the NWSA shall be: Reunion, Audit, Nominating, Scholarship, and Finance.

Section 2. Special committees (ad hoc) may be appointed by the President as need arises.

Section 3. Terms of all committee members shall expire at the Annual Meeting.

Section 4. Duties of Standing Committees.

a. Reunion Committee: The appointed chair shall select committee members. The committee shall plan in sufficient time for entire reunion/convention program, including agenda, lodgings, meals, special activities, etc. The committee shall publish announcements indicating schedule of events, allowing sufficient time for such information to reach the membership and others who are considered interested. A REUNION TURNOVER BOOK shall be maintained by the committee and shall be passed on to the succeeding chair. Under no circumstances shall the committee obligate the NWSA for finances unless specifically approved by the Executive Board. Reunion costs must be borne by the attendees.

b. Audit Committee: The President shall appoint an Audit Committee of three(3) members and shall designate one of them Chairman. The committee shall examine, adjust, and certify the correctness of the fiscal records of NWSA; shall audit the financial records at the end of each fiscal year; and shall submit a report in writing to the President.

c. Nominating Committee: Will consist each year of the Presidents from each chapter with a chairperson as designated by the President of NWSA. Additional members may also be appointed. They will have the responsibility for nominating officers-elect. Chapter presidents absent at the Annual Meeting will designate their replacements directly to the chairperson, either orally or in writing. The committee will convene at each reunion and will make a recommendation to the General Membership in order that the members may vote during the second General Membership meeting.

d. Finance Committee: The President shall appoint a Finance Committee consisting of three members. The members shall serve for three years. One member shall be appointed each year with the members rotating to the chair during the last year. The Finance Committee is an advisory committee to assist the Treasurer.

e. Scholarship Committee: The President shall appoint a Scholarship Committee consisting of three members. The members shall serve for three years. One member shall be appointed each year with the members rotating to the chair during their last year. The committee shall act in accordance with established SOP.

ARTICLE X - MEETINGS

Section 1. Executive Board.

There shall be a minimum of two (2) meetings of the Executive Board per year. All Board members shall be notified of the date, place and time of each meeting.

Section 2. Annual Meeting. (Change made May 2016 Reunion)

A general membership meeting (reunion/convention) shall be held each year.

Section 3. Local Coordination.

An objective of the Annual Meeting is coordination of planning and events with any nearby elements of the Naval Meteorology and Oceanography Command, or other successor to the Naval Weather Service, to the end that mutual benefits may accrue.

Section 4. Order of Business.

The following shall be the Order of Business for NWSA meetings:

- 1. Reading of Minutes of previous meetings
- 2. Reports of Officers
- 3. Reports of Committees
- 4. Election of Officers
- 5. Unfinished business
- 6. New business
- 7. Adjournment

ARTICLE XI - PARLIAMENTARY AUTHORITY

Section 1. Roberts' Rules of Order shall govern the conduct of business in all cases in which they are applicable and not in conflict with these Bylaws.

ARTICLE XII - DISSOLUTION

Section 1. In the event of dissolution to the NWSA, or in the event is shall cease to exist for its objectives as stated in the PREAMBLE, all assets shall be consigned to the Navy Relief Society. Under no circumstances shall any asset of the NWSA during the existence and/or dissolution thereof, go, or be distributed to, any officer or member.

ARTICLE XIII - EFFECTIVE DATE AND AMENDMENTS

Section 1. This Constitution and Bylaws shall become effective when adopted by a two-thirds (2/3) vote of NWSA members.

Section 2. This Constitution and Bylaws may be amended by having the proposed amendment(s) published by the Secretary-Treasurer in *The Aerograph* at least 30 days prior to the Annual Meeting that it will be voted on. The amendment will be read by the Secretary-Treasurer as "new business" at that Annual Meeting. A two-thirds(2/3) approval vote of the amendment (original or amended through motions) by the General Membership present will vote on the amendment and it will be adopted at the next year's Annual Meeting. Less than a two-thirds (2/3) vote will be considered disapproval and the amendment will be dropped. (Change made May Reunion 2016)

ARTICLE XIV - REGIONAL CHAPTERS

Section 1. The President may recognize regional chapters NWSA such as Southern California, Jacksonville, Rhode Island, etc.

Section 2. Regional chapters (NWSA) shall be comprised of ten(10) or more active members of the NWSA, with purpose and goals consistent with those of the NWSA. To be a voting Chapter member, active NWSA membership is required. A regional chapter shall meet, operate, and function independently under locally elected officers, and shall meet a minimum of twice each year. The Regional Chapter President shall serve on the NWSA Executive Board.

Section 3. The NWSA Constitution and Bylaws shall be adhered to by each and every regional chapter.

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These are the current Bylaws approved and adopted by the NWSA membership on 28 June 1979 and including amendments approved by the membership through the 40 Annual Meeting 30 April 2014.

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