

BYLAWS
of the
ANNAPOLIS CHAPTER

of the
SURFACE NAVY ASSOCIATION

I. PURPOSE OF THE ANNAPOLIS CHAPTER

- A. The purposes for which the Surface Navy Association is organized are:
1. To promote, among all segments of American society, recognition of the role of the U.S. Navy and in particular Surface Naval Forces, in national security;
 2. To recognize and publicize professional contributions to, and developments in, the performance and evolution of Surface Naval Forces;
 3. To identify, study, and seek solutions to problems affecting Surface Naval Forces as an element of the common defense and national security of the United States;
 4. To promote greater liaison and communication among the military, academic, and business communities on issues concerning Surface Naval Forces;
 5. To foster and preserve the heritage of the Surface Naval Forces, their traditions, esprit and professionalism; and
 6. To provide forums for communications, discussions and dissemination of professional matters affecting Surface Naval Forces.
- B. The purpose of the Annapolis Chapter is to further the objectives of the Association in the Annapolis area by:
1. Administering local programs;
 2. Assisting in recruiting members;
 3. Providing communication between the National Headquarters and local members;
 4. Providing a local forum for discussion of issues facing the U.S. Navy and particularly the Surface Naval Forces;
 5. Assisting the Naval Academy's Surface Warfare Career Information Program Coordinator and Surface Action Group in achieving their goals, as requested;
 6. Providing a local Surface Navy community into which Midshipmen committed to Surface Line may be welcomed; and

7. Making recommendations to the National Board of Directors concerning policies, programs or procedures designed to further the overall objectives of the Association.

II. MEMBERSHIP

- A. The Association is comprised of members who are interested in a vital, modern U.S. maritime capability, with a strong surface naval component, manned by confident professionals. Members of the Association in good standing are automatically members of the nearest local chapter. In addition, membership in the Annapolis Chapter is open to members of the Brigade of Midshipmen and to Naval Academy Officers and faculty.
- B. There are three classes of members (but only individual members may vote or hold Chapter offices).
 1. Individual Members of the Surface Navy Association
 2. Honorary
 3. Contributory
- C. Individual Members of the Surface Navy Association
 1. Individual memberships are open to all U.S. citizens. The Board of Directors of the Association will approve membership for eligible applicants upon receipt of their written application and appropriate fees.
 2. The President of the Association may waive the citizenship requirement and approve the membership application of citizens of allied countries.
 3. There shall be two categories of individual members:

<u>Category</u>	<u>Criteria</u>
Regular/Annual	A member who has paid the established annual fee.
Life	A member who has paid the fee established for this category.
- D. Honorary Members
 1. Honorary Membership may be conferred by the Board of Directors on civilian, government, or military persons of distinction.
 2. Eligibility for this non-voting membership class shall be determined by the board.

E. Contributory Members

1. Contributory Members are corporations or individuals who wish to benefit the work of the Association through contributions. The Board of Directors shall establish a variable scale of contributions for this non-voting membership class.

III. ORGANIZATION

- A. Management of the Chapter shall be by its Board of Directors ("the Board"). The Board shall control the assets of the Chapter, establish policies, and shall initiate, implement, and execute whatever measures it deems necessary to further the interests of the Chapter.
- B. The Board shall be comprised of the Chapter Officers and at least four, but no more than eight, Members-at-Large, one of whom may be a Midshipman, one a junior officer O-3 or below, one retired officer, one Naval Reserve Officer, and one enlisted person. Members at Large shall be elected at the Annual Meeting from among the regular membership. They shall serve without compensation. The Board may fill vacancies with interim appointments which shall expire at the next election.
- C. Directors' terms shall be for one year, restricted to a maximum of three successive terms.

IV. OFFICERS

- A. Members shall elect the following Officers at the Annual Meeting; all shall be members of the Board of Directors and shall serve without compensation.

President

Vice President

Secretary

Treasurer

1. The President, who also acts as the Chairman of the Board of Directors, shall be a surface warfare officer or enlisted surface warfare specialist on active duty. He shall, under the supervision of the Board:
 - a. Administer the affairs of the Chapter;
 - b. Formulate and execute the procedures, programs, and directives necessary to carry out approved policies;
 - c. Keep the Board advised of issues requiring the Board's attention;
 - d. Serve as chairman of the Executive Committee, and as a member of the Finance Committee; and
 - e. Perform such other duties as the Board may direct.

2. The Vice President shall:

- a. Preside in the absence of the President;
- b. Serve as Vice Chairman of the Membership Committee; and
- c. Be assigned such other duties as the President may direct.

3. The Secretary shall:

- a. Keep the minutes of the Board of Director's and Chapter meetings;
- b. Issue calls for all meetings of the Board of Directors and general membership meetings;
- c. Have cognizance of all Chapter correspondence;
- d. Administer elections, and certify results;
- e. Maintain the roster of members and the associated status of dues;
- f. Serve as a member of the Membership Committee; and
- g. Perform such other duties as the President may direct.

5. The Treasurer shall:

- a. Have charge and custody of, and be responsible for, all funds of the Chapter, and deposit all such funds in the name of the Chapter in a bank or other depository approved by the Board of Directors;
- b. Keep and maintain accounts of the Chapter's financial transactions;
- c. Render a statement of the financial condition of the Chapter at all meetings of the Board of Directors;
- d. Be the Disbursing Officer of the Chapter and a member of the Finance Committee;
- e. Arrange for an annual audit of the accounts of the Chapter; and
- f. Perform such other duties as the President may direct.

B. The term of office of each officer shall be for one year. Each may be re-elected, restricted to a maximum of three successive terms.

V. COMMITTEES

A. There shall be three standing committees with functions as described below:

Executive Committee

Finance Committee

Membership Committee

1. The Executive Committee shall be comprised of the President as Chairman, plus a minimum of four other Directors appointed by the President, one of whom shall be the Chairman of the Finance Committee. With a quorum of three, the Executive Committee is responsible for management of the Association during the interval between meetings of the Board of Directors, and has all the powers of the Board during such intervals. Actions taken by the Executive Committee shall be reported to the next succeeding meeting of the Board for its endorsement.
 2. The Finance Committee shall be comprised of a Chairman appointed by the President, the Treasurer, and a minimum of three other members appointed by the President. The Finance Committee shall supervise the financial affairs of the Chapter, including the investment policy. The Committee, with a quorum of three, will make regular reports to the Board of Directors.
 3. The Membership Committee shall be comprised of a Chairman appointed by the President, the Vice President of the Chapter as the Vice Chairman of the Committee, the Secretary of the Chapter, and two other members appointed by the President as members. With a quorum of three, the Membership Committee will devise policies and programs designed to expand the membership, develop opportunities to advertise the purposes of the Association, and actively participate in activities designed to increase membership.
- B. Other ad hoc or standing committees may be established by the Board of Directors, the Executive Committee, or the President, as needed.

VI. MEETINGS

- A. Meetings of the Board of Directors shall be at the call of the President or when requested by three members of the Board. It is expected that the Board will meet at least once a year. A quorum shall consist of one-third of the membership of the Board.
- B. Annual Meetings of the general membership shall be held in February each year, or at such other time as the Board of Directors may determine. The purpose of annual meetings will be to elect Board Members, to receive the annual reports of the Officers, to receive such other reports as the Board of Directors may specify, and act on such other matters as the Board may deem appropriate for the Annual Meeting.
- C. Calls for Annual Meetings will be issued by the Secretary not less than 25 nor more than 50 days prior to the meeting date.
- D. Ten percent of the membership shall constitute a quorum at the Annual Meeting.
- E. No member may vote by proxy at the Annual Meeting unless the procedures for proxy voting are specified in the Secretary's announcement of the meeting.
- F. The President shall be the presiding officer at Annual Meetings.

VII. DUES

- A. The National Board of Directors shall determine the annual dues and other fees payable to the organization by members of each membership class.
- B. Dues for individual annual members are payable to the National Surface Navy Association on the anniversary of initial joining.
- C. The National Surface Navy Association refunds a portion of each local member's dues to the Chapter to provide a fund for meeting local expenses.
- D. Nothing in these Bylaws shall prohibit a Chapter from requesting members to contribute to meet the expenses of local events.