

By-Laws of the Washington Chapter

American Society of Military Comptrollers

(With Amendment dated: 13 November 2002)

I - INSIGNIA

Section 1. The Standard insignia of the Chapter shall be that of the National, only with the words "Washington Chapter" inscribed on either side of the shield. The insignia shall be used on letterheads, chapter documents and for other appropriate purposes.

Section 2. No individual, association, partnership or corporation shall, without concurrence of the Chapter Executive Board, use the insignia, the combination of letters "ASMC", the words Washington Chapter, American Society of Military Comptrollers, or any combination or variation of such letters, insignia, or words alone or with other letters or words, as the name under which he or it shall do business, for the purpose of trade, or by way of advertisement to induce the effect of leading the public to believe that any such individual, association, partnership or corporation has any connection with the Washington Chapter, American Society of Military Comptrollers. No individual, association, partnership, or corporation shall falsely advertise, or otherwise represent falsely by any device whatsoever, that any project or business in which he or it deals in, manufacturers or sells has in any way been endorsed, authorized or approved by the Washington Chapter, American Society of Military Comptrollers.

II - MEMBERSHIP FEES AND DUES

Section 1. Members of this Chapter shall pay fees and dues as provided by the National Constitution. The membership year shall be for a period of one year after initial receipt of dues by the National Headquarters.

Section 2. With the consent of two-thirds of the Chapter membership, an annual or special one-year fee may be levied in addition to National dues requirements. A schedule of any additional fees or surcharges made by the Chapter shall be filed with the National Executive Committee.

Section 3. All retained funds of the Chapter shall be deposited into federally insured bank or credit union accounts established in the name of the Chapter, or shall be invested as approved by the Chapter and National Executives Committees.

III - CHAPTERS RECORDS

Section 1. The following records, as a minimum, shall be maintained on a permanent basis by the Chapter:

- a. National Constitution and By-Laws;
- b. National Policy Declarations;
- c. Minutes of meetings of the National Council;
- d. Chapter Constitution and By-Laws; and
- e. Minutes of the meetings of the Chapter Executive Board.

Section 2. The Chapter's books of account and checkbooks shall be retained until audited and for periods required by applicable laws, statutes, and regulations. A copy of the Chapter's annual report of financial condition shall be forwarded to the National Treasurer.

Section 3. The Chapter Secretary, assisted by the Assistant Secretaries, shall maintain appropriate records to identify members in good standing of the Chapter.

Section 4. The Chapter shall maintain and provide a copy to each Chapter officer and the National Secretary, a "Executive Board and Committee Roster," showing addresses and business telephone numbers of officers along with the official address of the Chapter. This directory shall be revised upon any change to its contents.

IV - CHAPTER MEETINGS

Section 1. This Chapter shall hold regular meetings on a monthly basis during the year with the exception of December. The President is empowered to call special meetings as deemed appropriate. The Secretary shall provide Chapter members timely notice of all meetings.

Section 2. All Chapter regular and special meetings and affairs are open to all members unless specifically closed by the Executive Board with good, proper and sufficient notice. Dress shall be prescribed by the command or other competent authority which has jurisdiction over the location where the Chapter meeting or other activity is held.

Section 3. For the purpose of transacting Chapter business, a simple majority of active members present is required for approval. Proxies shall be counted as members present.


V - PARLIAMENTARY AUTHORITY


Section 1. The rules contained in the current addition of 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 National or this Chapter's Constitution and By-Laws and any special rules of order the Chapter may adopt.

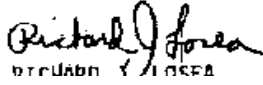
VI - APPROVAL

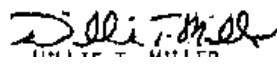
Section 1. The above By-Laws were approved in accordance with the provisions of Article VII of the Chapter Constitution on 31 March 1978.

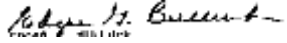

MILTON R. KENDALL
Chapter President


MILTON R. PETERSON
Air Force Vice President


WILLIE T. MILLER Army
Vice President


RICHARD J. LOSEA


WILLIAM F. MILLS
Marine Corps Vice
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