

BY-LAWS

PACIFIC SOUTHWEST CHAPTER NAVAL SUBMARINE LEAGUE

ARTICLE I Name. The Name of this organization shall be:

Pacific Southwest Chapter, Naval Submarine League

ARTICLE II Mission and Objectives. The Mission of the Pacific Southwest Chapter shall be the same as that of the Naval Submarine League, to wit: To promote awareness of the importance of submarines to U. S. national security.

Specific Objectives include:

1. To stimulate and promote an awareness by all elements of American Society of the need for a strong submarine force.
2. To encourage mutual understanding and a close working relationship between American Society and those United States Government segments responsible for the acquisition and employment of submarines.
3. To promote greater liaison and communications among the military, academic, and business communities on issues concerning United States submarines.
4. To foster and preserve the heritage of the Submarine Force in order to help American Society understand and appreciate past contributions of the Submarine Force and its future in the preservation of our national security, and
5. To publically recognize professional excellence in the Submarine Force and to pursue opportunities to promote Submarine Force esprit de corps.

ARTICLE III Membership. Membership in the Pacific Southwest Chapter shall be as provided by the Naval Submarine League in its by-laws.

ARTICLE IV Geographical Limits. The Pacific Southwest Chapter shall serve members of the Naval Submarine League located in Southern California, Arizona, New Mexico, Colorado, Texas, Oklahoma, Kansas, Utah and Southern Nevada. Members and guests from any location are welcome at meetings.

ARTICLE V Organization and Officers. The Board of Directors of the Naval Submarine League is recognized as the League governing body, and the by-laws of the Naval Submarine League are recognized and endorsed as the basic law of the League. The Pacific Southwest Chapter and these by-laws shall remain subordinate to them.

Chapter officers shall consist of the following:

1. A President
2. A Vice President
3. A Second Vice President
4. A Secretary
5. A Treasurer

Chapter Officers shall be elected at an annual election meeting called by the President at the regularly scheduled June meeting. Newly elected officers shall serve from the date of their election until their respective successors are elected. All officers shall serve without compensation.

A Nominating Committee shall select a slate of candidates for the elective chapter officers which shall be reported to the members prior to the election meeting. The presentation of such slate shall not preclude other nominations from the floor. In case of more than one nominee for any one position, election shall be by secret ballot of those members present at the election meeting. A plurality of one vote shall elect for any officer; in the case of tie votes, the President shall cast the deciding ballot.

ARTICLE VI Duties of Officers.

President The President shall preside at chapter meetings, enforce observance of the by-laws of the League and of these by-laws; and perform such other duties as custom and parliamentary usage may require, or which may be prescribed by other authority. The President shall be an ex-officio member of all committees except the nominating committee. The President shall be empowered to fill a vacancy which occurs in any elective office until the following election.

Vice President The Vice President shall assist the President, and shall act for the President if the President is unable to attend, or when requested to do so by the President. The Vice President shall succeed to the office of the President in the event of the President's death, or resignation from office. The Vice President shall be responsible for providing speakers and programs for meetings, or special features as appropriate. The Vice President shall provide a description of the program and biography of the speaker to the Secretary in a timely manner to be included in the meeting announcement.

Second Vice President The Second Vice President, normally a senior active duty member of the Submarine Force, shall act in an advisory capacity to the chapter and provide liaison between the chapter and the local Submarine Force commander.

Secretary The Secretary shall prepare and maintain meeting agendas with sufficient detail and any significant post-facto changes to suffice as the minutes of the chapter meetings; maintain a current list of members of the chapter; publish a corrected chapter roster when required; e-mail or mail notices of meetings and newsletters to members,

national headquarters, and other chapters as appropriate; coordinate/process RSVPs to luncheons and other chapter functions; conduct correspondence with national headquarters and with other chapters; and perform such other duties as may be prescribed by the President. The Secretary, together with the webmaster and other volunteer members, shall ensure that meetings and other newsworthy activities of the chapter are appropriately publicized.

Treasurer The Treasurer shall collect or receive all monies payable to the Pacific Southwest Chapter and maintain security and care of chapter funds; disburse such funds as authorized by the President; keep funds of the chapter in a recognized bank; sign the bank's signature cards, together with the President, so that either of them may sign checks to conduct financial transactions, the President to so act only in the absence or non-availability of the Treasurer; compile and submit necessary tax reports; keep accounts to show a breakdown of monies received and expended; when requested, report the receipts and disbursements at chapter meetings; initiate inspection/audit of chapter funds by a Board member other than the Treasurer at the close of each fiscal year and at the time the fund is transferred from the incumbent Treasurer to their successor, with report of such audit to the chapter President. The Treasurer shall also initiate audit of chapter funds upon change of the President. The Treasurer shall draft the annual budget and financial reports required by the Naval Submarine League for approval and submission to them by the President.

ARTICLE VII Meetings. Chapter meetings shall be held on a regular basis at such time and place as the chapter determines. Special chapter meetings shall be held at the call of the President. At any chapter meeting, members present shall constitute a quorum.

The Order of Business at all regular chapter meetings shall be as follows:

1. Call to Order
2. Pledge of Allegiance and Invocation
3. Introduction of guests
4. Administrative reports (may be dispensed with at the discretion of President):
 - a. Minutes of last meeting
 - b. Treasurer's report
 - c. Reports of officers
 - d. Reports of committees
5. Unfinished business
6. New business
7. Speaker or Special Feature
8. Adjournment

Annual chapter officers' meeting:

The chapter officers shall meet at least once annually, generally during the summer months, to review and assess the state of the chapter, plan for the coming year's activities, and discuss other items as appropriate. Past officers may be included in this meeting.

ARTICLE VIII Finances. The fiscal year of the Pacific Southwest Chapter shall be from 1 April through 31 March of the following year, to coincide with the fiscal year of the Naval Submarine League.

ARTICLE IX Committees. Nothing in these by-laws shall preclude the formation of permanent Standing or temporary Ad Hoc committees by the President. The membership of such committees shall be appointed by the chairman of the committee, who is appointed by the President. In the case of Ad Hoc committees, they shall be formed for a specific purpose, and shall be dissolved when their purpose has been accomplished and their report made to the President and/or chapter.

ARTICLE X Saving Clause. It is hereby intended that if, for any reason whatsoever, any portion of these by-laws is not adopted, or is subsequently declared invalid, that the remaining portion of the by-laws shall continue in force.

ARTICLE XI Dissolution of Chapter. Upon surrender or revocation of the charter of the Pacific Southwest Chapter, all records, books of account, funds, and other items belonging to the chapter shall be forwarded to national headquarters.

ARTICLE XII Effective Date. These by-laws are effective on 1 July 1986, as amended by Revision 1 on 25 August 2015.