

Sitzmarkers Ski and Board Club Constitution



November 2010

**SITZMARKERS SKI AND BOARD CLUB, PATCH BARRACKS GERMANY
CONSTITUTION**

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ARTICLE I
NAME, LOCATION, AUTHORITY

SECTION 1: The Sitzmarkers Ski and Board Club is located at Patch Barracks, Stuttgart-Vaihingen, Germany. The organization shall operate under the jurisdiction of the Commander, U.S. Army Garrison-Stuttgart, Unit 30401, APO AE 09107-0401, hereinafter referred to as the approval authority.

ARTICLE II
MANDATORY STATEMENTS

SECTION 1: This organization is established in accordance with Army in Europe Regulations (AE Reg) 210-22, Private Organizations and Fundraising Policy, as mandated by USAREUR. The organization is not an instrumentality of the United States, will be self-sustaining, and may not receive financial assistance from the U.S. Army, appropriated (APF) or non-appropriated funds (NAF).

SECTION 2: The organization operates and exists on a military installation only with the consent of the approval authority. This consent is contingent on compliance of the organization with the requirements and conditions of AR 210-22 and AE Reg 210-22. Failure to comply with cited policy will result in the dissolution of the Private Organization (PO).

SECTION 3: In no event will the Department of the Army, IMA-E, USAREUR, or any NAFI assume responsibility for the organization's actions and/or debts.

SECTION 4: All members are required to read the Constitution and Bylaws upon joining the organization.

SECTION 5: In accordance with host nation laws, all members may be personally liable to creditors if the assets of the organization are insufficient to discharge all liabilities.

SECTION 6: The organization will not discriminate in membership on the basis of race, color, creed, religion, national origin, sex, or mental or physical handicap, and will not seek to deprive individuals of their civil rights.

SECTION 7: The organization will neither propagate extremist activities nor advocate violence against others or the violent overthrow of the U.S. government.

SECTION 8: The organization agrees to reimburse the Army for utility expenses incurred by the organization, unless such use is incidental (i.e., it would cost the Army ore to bill and collect payments for the utilities so used than it costs to provide the utilities.)”

ARTICLE III
PURPOSE

SECTION 1: The purpose of Sitzmarkers Ski and Board Club is to provide youth in the greater Stuttgart Military Community opportunities to learn and develop skiing and snowboarding skills, learn safety, lead and participate in a responsible manner in organized group activities and develop individual responsibility. Individual members have no proprietary interests in the club, but will derive benefits exclusively by participating in the club activities.

SECTION 2: This organization will not engage in activities that compete with those of any appropriated or non-appropriated fund activity.

ARTICLE IV
ACTIVITIES AND FUNDRAISING EVENTS

SECTION 1: The following activities are supported or sponsored by the Club: (1) Ski and snowboard trips throughout the winter season; (2) participation in other sports activities as determined by the membership; (3) membership meetings including annual membership meeting, and sign-up-and mandatory trip preparation meetings.

SECTION 2: Fundraising activities sponsored by the Club will be determined by the Adult Advisory Council (AAC) as needed and may include a face painting and food booth at the annual Bazaar and other such approved activities.

SECTION 3: The Sitzmarkers Ski and Board Club is aware of the U.S. Army Garrison - Stuttgart Command Policy Letter #55, Private Organizations, and AE Reg 210-22, 2 December 2003, and will conduct all fundraisers accordingly.

SECTION 4: The Sitzmarkers Ski and Board Club's activities take place primarily off post.

SECTION 5: The Sitzmarkers Ski and Board Club activities are directed towards supporting quality of life for our youth.

ARTICLE V
MEMBERSHIP

SECTION 1: At least 51% of the membership of the Sitzmarkers Ski and Board Club will be members of the U.S. Forces, the DoD civilian component, family members, retirees, and U.S. Forces contract employees or employees of organizations granted status under Article 71, 72 or 73 of the supplementary Agreement to the NATO Status of Forces Agreement (SOFA) (collectively referred to as members with SOFA status).

SECTION 2: Membership is normally restricted to youth, grades 7 to 12 of personnel in the categories outlined in Section 1 of this article. However, membership exceptions may be granted on an individual basis to youth outside grades 7 to 12 and/or not in the categories in Section 1 upon approval of the AAC and as long as such membership does not cause the Club to violate the percentage stipulated in Section 1. Application and withdrawal procedures for membership are as follows:

- a. Meet the qualifications set forth in Sections 1 and 2.
- b. Be in good standing as a member from previous year (if applicable).
- c. Pay registration fee.
- d. Complete and sign membership application form and trip sign-up forms as applicable. These forms include parental permission, medical emergency information, acknowledgement of the rules of conduct and level of skiing/snowboarding ability.
- e. Understand and have parent's full agreement of financial obligation to Sitzmarkers for repayment of emergency costs arising from the youth's injury. In the event of expenditure of club funds for a medical emergency occurring on a ski trip, the member's parent (or guardian) agrees to full reimbursement to the club for such expenditures within seven days of trip completion.
- f. Read the Constitution and Bylaws of the Sitzmarkers Ski and Board Club
- g. Membership will be voluntary, on an annual basis, extending from the 1 Sep – 31 Aug (organizational year) or from sign-up to the end of the organizational year (31 August). Membership may be terminated at any time by written resignation by the individual to the Advisory Council, or by decision of the Advisory Council based on a majority vote.

ARTICLE VI
COMPOSITION OF THE GOVERNING BODY

SECTION 1: The governing body of the Sitzmarkers Ski and Board Club is the AAC. The AAC consists of the following officers who are voting members: The President, Vice President/Booking Director, Treasurer, Secretary, Publicity/Membership Coordinator, and Volunteer Coordinator.

- a. The President is responsible for overall operation of club activities, presides at general membership and AAC meetings, ensures Sitzmarkers meets all PO requirements, required reports are forwarded to the Army Garrison, biannual PO renewal is done in a timely manner, and other duties as outlined in Article I of the Bylaws.
- b. The Vice President/Booking Director assists the President with his/her responsibilities and executes those responsibilities in the President's absence. He/she works with travel agents, hotels and bus companies to book Sitzmarkers trips, has overall responsibility for the Sitzmarkers website, schedules general membership meetings and books appropriate venues, and other duties as outlined in Article I of the Bylaws.
- c. The Treasurer is responsible for maintaining funds, managing and reconciling bank accounts, preparing annual budget and periodic financial statements, and ensuring Sitzmarkers adheres to all appropriate fiscal policies, and performs other duties as outlined in Article I of the Bylaws.
- d. The Secretary is responsible, with the President, for organizing meetings to include membership and trip sign up, maintains Sitzmarkers central electronic files, prepares meeting agendas and minutes, submits meeting minutes and Garrison reports, and performs other duties as outlined in Article I of the Bylaws.
- e. The Publicity/Membership Coordinator is responsible for publicizing Sitzmarkers activities, trips and meetings to the Community and membership, maintaining membership rosters and completed membership forms, updating the website with trip photos and videos, maintaining the Sitzmarkers e-mail listing, and performs other duties as outlined in Article I of the Bylaws.
- f. The Volunteer Coordinator is responsible for canvassing the membership for adult and youth volunteers, coordinating volunteer activities, preparing and submitting grant requests, overseeing Sitzmarker Clothing sales and performs other duties as outlined in Article I of the Bylaws.

ARTICLE VII
ELECTION OF OFFICERS

SECTION 1: The previous AAC, based on the recommendation of the outgoing incumbent President, normally appoints the AAC.

SECTION 2: Since elections are not held for this organization, a quorum is not needed for a valid election. However, a majority of the AAC will approve the new AAC.

SECTION 3: Absentee or proxy voting will be conducted by contacting the AAC officer verbally or by e-mail to obtain his or her vote.

SECTION 4: AAC officers who PCS or resign will be replaced by recruiting new officers from parents of active members of the Club. With concurrence of a majority of remaining AAC officers, the President will select the new AAC officers from parents volunteering for the positions. If no parents of members volunteer, the AAC will solicit officers from the Stuttgart military community.

SECTION 5: The AAC will appoint youth advisors and leaders as needed from the Club membership. These youth advisors and leaders will hold leadership responsibilities and assist the AAC in managing Club meetings, fundraisers and trips.

ARTICLE VIII
DISSOLUTION

SECTION 1: Dissolution of Sitzmarkers may be accomplished by a majority vote of the general membership present at a regular or special meeting or by order of the approval authority.

SECTION 2: Upon dissolution of the organization, all material and real assets remaining after payment of all liabilities of the organization will be donated to the US Army Garrison-Stuttgart Installation Morale Welfare and Recreation Fund.

SECTION 3: The approval authority will be notified of the dissolution. Notice will include:

- a. A statement of the dissolution dated and signed by the Sitzmarkers Ski and Board Club President.
- b. A copy of the terminal audit.
- c. A copy of the receipt(s) issued by the charitable organization to which residual assets were transferred.
- d. A copy of Community Bank statement(s) showing a zero balance.


ARTICLE IX
AMENDMENTS

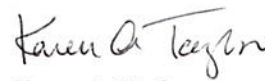
SECTION 1: Amendments to this Constitution and Bylaws will be reviewed and considered by the AAC when presented to the AAC in writing by a member or member's parent. The AAC will vote on proposed amendments and those approved will be forwarded to the approval authority for review and acceptance.

SECTION 2: Amendments to the Constitution and Bylaws made throughout the organizational year will be forwarded to the approval authority. The letter reporting amendments will be signed by the President and will indicate approval by the AAC or by a vote of the general membership. Proposed amendments will not conflict with AE Reg 210-22.

ARTICLE X
RATIFICATION

This Constitution has been approved by majority vote on 2 November 2010.


Nelson W. Taylor, IV
President


Karen A. Taylor
Secretary