

# BY-LAWS



## Article I

The **Name** of the Association shall be the **18th Aviation Company "Otter Nest"**. In partnership with the 18th Aviation Company is the **54th Aviation Company "Otter Air Service"**.

## Article II

The **Objective of this Association** shall be to form and perpetuate a group of Vietnam Veterans, to so strengthen the bond of comradeship and to unite the members of said Association so closely that only death can sever those ties: to revive the memories and the incidents of the Vietnam War; to adhere together as a unit in all manners of mutual concern and to uphold the principles and objectives of the United States of America.

## Article III

**Membership** in this Association is limited to U. S. Army Veterans [and their families] who served with the unit Stateside or in the Country of South Vietnam with the 18th Aviation Company or 54th Aviation Company or any affiliated unit of these two U. S. Army Aviation Companies.

## Article IV

There shall be **NO Dues** to belong to this Association. No qualified member shall lose his/her membership for any reason whatsoever.

## Article V

There shall be an **Annual Reunion** of the membership to be held each year, around or about August 1. There shall be an Evening Banquet at each and every Reunion at which time the Association will pay tribute to the departed Comrades.

The Association Business Meeting shall be held the morning of the Annual Banquet. Each Association member has one vote on matters/business that may come before the membership at the Annual Business Meeting.

There shall be an election of Association Officers at each and every Annual Business Meeting.

The site of the next Reunion shall be determined by the recommendation of the Reunion Chairman & Vice-Chairman and with a vote of the membership present at the meeting.

## Article VI

The **Officers of the Association** [the Board] shall consist of: Association President, Executive Vice President, Secretary/Clerk, and Treasurer and shall be duly elected for a one [1] year term by the Association Membership present at the Annual Business Meeting.

There are no term limits, No officer may hold more than one Board position at any one time.

All Officers of the Association shall have one vote except for the Association President, who will only vote as a tie breaker.

The Association Executive Committee shall consist of: Association President, Executive Vice President, Secretary/Clerk, Treasurer, Reunion Chairman, Reunion Vice Chairman, Communications Chairman/WEB Master, Chaplain, and Sergeant at Arms.

All of the above, except for the Board members, shall be appointed by the Association President.

On the same day as and following the Annual Business Meeting, the Association President will hold an Organization Meeting with the Association Executive Committee.

The Association Executive Committee has the authority to make decisions on day-to-day issues and to act in the best interest of the Association. It also has the authority to make decisions on any matter, if it is deemed that the issue at hand cannot wait until the next Annual Business Meeting.

The Association **President** shall be the Chief Executive Officer of the Association and shall preside at all meetings/functions and perform such other duties as may properly come within his province for the Good of the Association. He shall arrange the Annual Business Meeting Agenda and the Program for the Annual Banquet.

The **Executive Vice President** shall take over the duties of the Association President if the Association President is unable to attend a function or perform his duties. Other responsibilities will be to Chair the Members Search Committee and to be the Board representative to the WEB Master.

The **Vice President** - along with the Secretary/Clerk shall be responsible for keeping a current and correct record of all members of the Association.

The **Secretary/Clerk** - shall keep a true and accurate record of all the proceeding, shall conduct the correspondence of the Association and keep a correct record of all members of the Association, their address and necessary data concerning each member as may be directed by the Association President.

The **Treasurer**, the Chief Financial Officer, shall keep an accurate account of all receipts and disbursements and pay all bills that are approved by the Association President. The Treasurer shall perform such other duties as may be called for by the Association President.

The **Reunion Chairman** shall have the charge of the Annual Reunion along with making recommendations for the next years reunion. The Chairman, after being appointed by the Association President, will initiate and complete the planning of the next Reunion. The Reunion Chairman shall perform such other duties as may be called for by the Association President.

The **Reunion Vice Chairman** shall assist the Reunion Chairman in all areas in the arrangement of the Annual Reunion. The Reunion Vice Chairman will be responsible for researching potential sites of future Association Reunions.

The **Communications Chairman/Web Master** - shall maintain the Association Web Site and display information per the direction of the Association Board. The Web Master shall perform such other duties as may be called for by the Association President.

The **Chaplain** - shall offer a prayer/invocation at all Association functions. The Chaplain shall perform other duties as may be called for by the Association President.

The **Sergeant at Arms** - shall preserve order at all Association functions. The Sergeant at Arms shall perform other duties as may be called for by the Association President



## Article VII

**Association Communications:** The Association will communicate through two [2] primary means of communication, email and a web site.

1. Quarterly Newsletter: The Quarterly Newsletter will be sent out four [4] times per year via email and posted on the Association Web Site.

The Association President will appoint an Editor, one [1] year term, no term limit, who will work with the Communications Chairman to keep members posted on Veterans death, illnesses, veteran benefits/rights, Association Events, etc. For those members who do not have an email address, the member must furnish the Editor with a current mailing address to receive the Newsletter.

2. Web Site: the Association shall maintain a website with the name of

18th Aviation Company "Otter Nest" in partnership with the 54th Aviation Company "Otter Air Service". Both unit patches [logo] will be prominently displayed on the web site.

The Association President, with the approval of the Board, shall appoint the Communications Chairman/Web Master.

The Communications Chairman is responsible for the publishing of the Association Quarterly Newsletter, maintaining the Association Web Site, maintaining the Association email system and maintaining any other means that the Association may communicate.

## Article VIII

The Association shall terminate when all members have died.

The Reunion/Business Meeting shall be discontinued when directed to with a two-thirds [2/3] majority vote of those present at the Annual Business Meeting. The Association Board and Executive Committee that is in place at the time of the 'Discontinuing Vote' shall remain in place until the Association is terminated.

## Article IX

The By-Laws of this Association may be amended at any Annual Business Meeting by a two-thirds [2/3] majority vote by those members present.

## Article X

When the Association shall cease to function, any properties and/or monies belonging to the Association shall be donated to charity.