

**Chapter XV Alamo Chapter
BY-LAWS**

**Article I
Name and Origin**

Chapter XV first formed on or about 6 February 1975 to determine if sufficient interest was present to develop, and later seek official acceptance as a Chapter of the Special Forces Association located in Fayetteville, North Carolina. Twenty-one potential members were present at this first meeting. At its meeting of 6 February 1975, the membership unanimously approved the name of The Alamo Chapter. After complying with the Association's two-year probationary period, on 6 February 1977 Chapter XV was granted official status as a nonprofit organization, under tax exempt code 501 and governed by the Special Forces Association (SFA) incorporated in North Carolina in 1971.

A Roster of Chapter Charter Members:

Jack Williams – President
Harvey Brande – Vice President
Luke Thompson – Secretary
Clarence Paige – Treasurer

MEMBERS

George Aguilar
Gayle Alton
Ken Anderson
Roy Benavidez
William Bost
Joe Cavallero
Luis Decker
James Homer

Arthur Kownslor
Wesley McCaslin
Wesley McDaniels
Ed Miller
John Nugent
Vincent J.F. Skeebe
Bill Sylvester
Jennings Thames
Larry Van Horne

Article II Purpose

Consistent with the purpose of the SFA, this Chapter exists to:

1. Educate its members and the public regarding the history, present contributions and future development of US Army Special Forces (consistent with US security regulations).
2. Assist in keeping Special Forces units adequate and powerful for the defense of the United States and in the free world by supporting the establishment of the Special Forces in an appropriate relationship with the rest of the Army.
3. Unite fraternally all persons who are now or have been assigned to the United States Army Special Forces.
4. Perpetuate the Special Forces traditions.
5. Commemorate fittingly the memory of Special Forces soldiers who have given their lives or shall give their lives in the defense of the free world.
6. Forward and promote the general welfare and prosperity of the members, and to improve by all lawful means, their status and condition.
7. Be a source of inspiration and Esprit De Corps for all Special Forces units.
8. Encourage every member of the Association towards a closer personal relationship and a friendly spirit of mutual cooperation.
9. Promote good citizenship by active participation of the membership in civic and charitable deeds, identified by the Association as beneficial to the community, the state or the nation.

Article III By-Laws Approval

These By-Laws must be approved by a favorable simple vote. All current Chapter members in good standing must be extended a reasonable opportunity to vote. Once approved, the By-laws will be strictly adhered to. They are intended to implement and comply with the rules and regulations established in the Special Forces Association Constitution dated 28 June 2013. Conversely, any further changes to these By-laws must be similarly voted upon. The By-laws are not intended to restrict proper governance, nor discourage creativity in developing and maintaining a progressive, orderly, and harmonious Chapter.

Article IV Membership

Section I. Types of Membership: There are three types of individual membership: member (decade and general), associate member, and honorary member. Applications for new memberships, annual renewals, or life membership applications should be submitted to Chapter XV with supporting documentation and applicable membership dues.

Section II. Qualifications for Types of Membership

A. General Membership. Membership may be granted to a person who is or was a member of the United States Army Special Forces. This includes the U.S. Army Reserve Special Forces, and the U.S. Army National Guard Special Forces units, has completed Special Forces Training and has been awarded a Special Forces prefix, suffix, and/or Special Forces Tab, and Military Occupational Specialty (MOS), and if discharged, has received an Honorable Discharge. Special Forces MOS's are those awarded upon completion of Special Forces Training. There is no time requirement for general membership. Membership qualification lineage includes all units officially listed on the First Special Forces lineage certificate are acceptable for membership. Also acceptable, and grandfathered for general membership, are First Special Service Force, Office of Strategic Service (OSS), and UNPIK-8420 OF Korea. Supporting documentation must accompany applications for membership, which validate qualification as outlined in this paragraph

(1) **Member with Decader Status.** Decader membership may be granted to a person meeting the requirements as outlined in paragraph A of this section. Any school/duty assignment requiring a Permanent Change of Station (PCS) from any Special Forces unit (Must be in connection with SF duty) is acceptable in acquiring time for Decader status. A member of the United States Special Forces may have either ten years active military service in a United States Army Special Forces unit or members not meeting the preceding time in Special Forces requirements for decader status may apply for that status upon reaching a combination of SF service and Association membership (served non-concurrently) that total ten years. (Example: 4 years active SF service and 6 years of Association membership.) Active duty time for decader status only includes time served after becoming Special Forces Qualified.

(2) **Life Member.** The Membership Committee may grant Life membership to a member in good standing upon written application to the Association. Past presidents of the Association, however, are eligible to be awarded a free Life membership upon completion of their term of office. This gratuity does not apply to other Association or chapter elected officers, board and committee members, or members-at-large, unless approved by a two-thirds vote of the Membership Committee and approved by the Association Officers.

B. Associate Member. Associate membership may be granted to any person not meeting the membership requirements, as outlined in paragraph A of this section, who

has contributed significantly to the support of Special Forces or its officially listed units of lineage in the accomplishment of its mission. The Ranger units of WWII and the Ranger Company's of Korea are acceptable for Associate membership. Supporting documentation must accompany applications for Associate membership to validate qualification as outline in this paragraph. All formal applications requesting Associate membership are subject to the approval of the SFA Membership Committee. In addition, widows of SFA deceased members and the immediate family members of Special Forces KIA's are eligible for Associate membership. Immediate family is defined as surviving widow and children of SF KIA.

C. Honorary Member. The Membership Committee, upon approval of a majority of the Board of Officers voting and a quorum present, may confer Honorary membership to a person who has contributed significantly to the Special Forces and who would add to the prestige of the Association. The nominated individual will not be present at the meeting when the voting is held for Chapter Honorary Membership. This type of membership is normally in effect for the life of the person. An exception to this rule is made for the Commander, United States Army Special Forces Command. He is given an honorary membership and holds the position of Honorary President of the Association for the period of his assignment as Commander. This official title is formally presented honoring his position within the Association. Honorary membership may not be granted to any person fully qualified to be a member as specified in Article IV, Section II, Paragraphs A and B.

Section III. Rights and Privileges of Types of Membership.

- A. Universal Rights.** Individual members, regardless of type, may, at the membership rate, attend any meeting, convention, or social gathering sponsored by the Association or its chapters. They may contribute ideas and suggestions which might further the purpose of the Association. They may wear the lapel pin, Green Beret (if Special Forces qualified), Special Forces Association Crest, and any other emblem or device approved by the Association unless otherwise specified in this document. They are entitled to carry the Association's membership card and receive its publications. They can also display flags, signs, banners, and other items that have been sanctioned by the Association. Associate Members are not entitled to wear the Green Beret.
- B. Voting Rights.** Voting members are all dues paying members in good standing. Honorary Members do not have voting rights. Each voting member is entitled to one vote on each matter submitted by mail or presented at a meeting of any Association body at which the member is present, and his vote is requested.
- C. Office Holding Rights.** A member must meet the prerequisites as a General Member as described in Article IV, Section II, Paragraph A and B above to be elected as Chapter President or Vice President of Chapter XV. Associate members may be elected or appointed to serve Secretary, Treasurer, Sergeant At Arms, Assistant Secretary, Assistant Treasurer or Assistant Sergeant At Arms. All members, including Associate and Honorary Members, may serve on any

Association or Chapter committee, or Ad-hoc body. The nominating committee chairman must be a General Member. Other nominating committee members may be general or associate members. There will be no deviation from this stated right/restriction.

Section IV. Obligations of Membership. By acceptance of the Association's Certificate of Membership, each member agrees to abide by the Association's and Chapter's governing documents, work toward achievement of its purpose and act in accordance with its precepts. A member failing to do so may have his or her membership revoked.

Section V. Appeal Rights.

An applicant who is refused membership may appeal the decision through the Chapter to an Association appeals board.

Section VI. Dues and Fees.

The Association sets the amounts and frequency of dues and fees. Initially a new member must pay a "members dues" and an application fee. Thereafter, annual dues are to be paid as scheduled. If a member does not remain current with his/her dues, the member becomes lapsed, and forfeits membership rights. Until reinstated, which involves payment of a "reinstatement fee." In lieu of annual dues, one may opt for "Life Membership Status." The Chapter Treasurer is responsible for handling these matters.

Section VII. Termination of Membership.

There are two types of Terminations: Resignations and Expulsions.

A. Resignation.

Must be in writing and addressed to the Chapter President.

The request for resignation will then be presented to the Officers at the next scheduled meeting. Upon approval, a copy will be attached as a permanent attachment to the minutes of the meeting. A copy of the minutes will be forwarded to the Association.

B. Suspension/Expulsion

Any of the following arbitrary actions, deeds or behavior by a member constitutes Grounds for disciplinary action up to, and including suspension/expulsion from the Chapter and the Association: Causing discredit, humiliation, or embarrassment to the organization, and/or falsification or misrepresentation on the application for membership. Nonpayment of debts to the Chapter or nonpayment of membership dues is a reason for expulsion. Behavior unbecoming during Chapter sponsored meetings or social gatherings that are sanctioned by the Chapter and any event of Chapter Members that reflects the professionalism and the honor of the Chapter and the Association will be cause for either suspension or expulsion as determined by the Board of Officers of the Chapter.

1. Any Chapter member(s) charging others with grounds for expulsion must substantiate the charges.

2. Member(s) accused as described in B above may be suspended from participation in Chapter activities while the investigation of charges is pending.
3. Behavior by the member(s) which discredits the purpose of the Chapter and the Association and subjects the other members and guest(s) by inappropriate behavior and embarrassment will be dealt with by the Sergeant-At-Arms initially and removed from the meeting/function. If/when there is a subsequent incident by member(s) the following will be initiated:
 - a) On the second offense, a verbal warning will be issued by the Chapter President/Vice President or a representative appointed by them if they are not present.
 - b) On the occurrence of a third offense, the member(s) will be given a written warning with instruction(s) that if/when another offense is presented at any of the above functions, they will be either suspended from any and all Chapter sponsored meetings and functions for a time period deemed appropriate by the Chapter Board of Officers and action will be initiated to SFA National for expulsion.

C. Appeals: Appeals may be requested in writing to the SFA Association President with a simultaneous copy to the Chapter President. A review panel will be appointed and decisions of the panel are final.

Article V Governance.

The powers of the Chapter reside in its members. The elected officers, of whom a quorum shall be not less than two-thirds, one of which must be the President or Vice President, exercise these powers on behalf of the membership.

Section I. Elected Officers.

The following Chapter Officers will be elected to administer the Chapter.

A. President.

Exercises general supervision over the Officers of the Chapter, calls meetings, presides at Chapter meetings, represents the Chapter in all Association activities, and is an ex-officio member of all committees and appoints the Nominating Committee Chairman.

B. Vice President.

In the absence of the President, assumes the duties of the President and performs such other duties as assigned by the President. He oversees Chapter committees, and coordinates activities and functions of the Chapter. The Vice President also serves as the Parliamentarian.

C. Secretary.

The Secretary is the Chapter "Recorder" of its activities, which include the meetings minutes, correspondence, maintenance of orderly files and records,

oversees publication of the newsletter and supervises the Chapter's Internet Website, and other similar types of administrative related responsibilities.

D. Treasurer.

Responsible for the financial operations of the Chapter, which may include accurate accounting of the funds, scheduling of audits, maintenance of bank accounts, membership records, rendering of financial reports, supervision of sales activities, and related tasks as appropriate.

E. Sergeant at Arms.

Responsible for maintaining order at all Chapter meetings and functions, and to advise the President on matters of parliamentary procedure in accordance with "Roberts Rules of Order." The Sergeant at Arms is also charged with the maintenance, security, and display of all Chapter flags, and/or wreaths. Additionally, he will conduct Chapter raffles and other such activities as appropriate.

F. Assistant Secretary.

Assists the Secretary as necessary. In the absence of the Secretary, assumes the duties and responsibilities of Secretary.

G. Assistant Treasurer.

In the absence of the Treasurer, assumes the responsibilities and otherwise assists the Treasurer as necessary.

(NOTE): Detailed descriptions are maintained by the Chapter Secretary.

H. Assistant Sergeant at Arms.

Assists the Sergeant at Arms as necessary. In the absence of the Sergeant at Arms, assumes the duties and responsibilities of Sergeant at Arms.

Section II. Terms of Office.

Chapter Officers are elected bi-annually to serve a two-year period, commencing on the first day following the installation of officers in December, normally at a Chapter Christmas Banquet. All officers, excluding the President, may serve multiple terms. The President shall not serve more than two consecutive full terms. Chapter Officers shall serve for two-year terms beginning election year 2015.

Section III. Vacancies.

A President vacancy that occurs during his term of office, with 16 months or more remaining on the current term shall be elected through a special election. The Vice-President will serve as the Interim President. If less than 8 months remaining the current Vice-President will finish out the remaining term. Officer vacancies that occur during the term of office will be filled by appointment as agreed upon by the majority of the Chapter Officers and with the consent of the appointee. In either case, the member elected or appointed will serve the remainder of the two-year term.

Section IV. Removal From Office.

If the conduct of a Chapter Officer is such that the Chapter as a whole feels it is necessary to suspend his authority, the President will appoint a special committee to hear and review the case. If a Chapter majority vote determines the President's conduct is such that he should be suspended or removed, the Vice President will assume the duties of President. The VP will

appoint a special committee to hear and review the case. The person to be suspended must be served personally or by Registered Mail with a notice containing a statement of the charges against him, and specifying the time and place of a hearing before the special committee. This notice must be received at least ten days before the hearing. At the hearing, the accused may be represented by counsel, and must be allowed to confront his accuser(s). The recommendations of the special committee must be sustained by at least two-thirds vote of the Chapter Officers.

Section V. Appointments.

The President may make appointments to assist in improving the daily operations of the Chapter. The following are examples of potential positions to be appointed: Chaplain, Newsletter Editor, Website Controller, and Public Affairs Officer. The term of service is usually the same as the term of the elected officers.

Section VI. Other Appointments - Committees.

As needed, the President may appoint heads of committees for specific functions. Examples of those types of committees: Finance Committee, Recruiting Committee, Events Committee, Entertainment Committee, and other ad-hoc Committees.

Article VI Elections

This is the most important bi-annual event in the life of the Chapter, and its importance should be recognized accordingly. Total participation and openness should be encouraged, and a business environment should prevail. The following requirements are essential to the conduct of a successful election.

Section I. Mandatory Committees.

Two specific committees must be appointed **bi-annually** to prepare for and administer the Chapter elections as follows:

A. Nominating Committee.

The Nominating Committee is responsible for the selection of qualified candidates to be placed on the ballot to elect the Chapter Officer positions. The Nominating Committee Chairman shall be a non-office holding General Member and will be appointed by the Chapter President. The Nominating Committee Chairman will appoint two non-office holding general or associate members to assist in the performance of the duties of the Committee. The committee is responsible for preparing a draft comprehensive schedule of related events for the approval of the President and Chapter Officers, leading up to and including the date the election, and the announcement of the results. This schedule should be an integral part of the Chapter Events Calendar and the election highly publicized to facilitate participation by the membership. The committee should begin its work as early as possible to seek out candidates for the next election and to receive nominations from the membership. This requires constant effort.

B. Tellers Committee.

This committee consists of a Chairman appointed by the Chapter President and two other non-office holding members chosen by the Chairman to validate the election ballots, count, and announce the results, to the membership

Section II. Integrity. Every possible effort must be made to insure the integrity of this democratic process is adhered to. One sole misunderstanding can create division and turmoil within the Chapter. Committees should record their actions, and in particular, record activities such as nominations and ballot counts.

Section III. Ceremony. To further the importance of the bi-annual election, a proper ceremony is appropriate. The Chapter will schedule a Bi-Annual Installation of Officers Event such as a Dinner/Dance or other similar event to celebrate this occasion. A representative from the National Headquarters should be invited to conduct the Oath of Office to the Chapter's elected Officers.

Section IV. Special Elections. Special Elections will be held to address matters requiring full membership vote, such as a change to the By -Laws, and other such matters of importance.

**Article VII
Operations.**

Section I. Activities. Generally, activities will be held which will foster the outlined purposes in Article I above consistent with the Special Forces motto "De Oppresso Liber." Repetitive programs will be governed by separate operating policies and procedures for each repetitive program such as the Annual Chapter Scholarship Grant. Program activities should include the following types of programs. These programs are not mandatory and this list is not all inclusive; it is intended as a guide only.

A. Annual Chapter Scholarship Grants Program.

B. Veterans Programs.

Participation in Veterans recognition events, Outreach Programs, Veterans Hospitals, Veterans in need programs, and other such activities in support of and assistance to Veterans.

C. Wounded Warriors Program

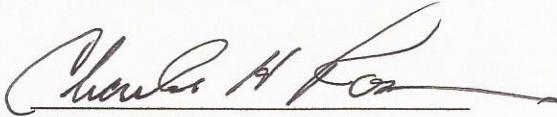
D. Community Programs such as ROTC recognition (Junior and Senior ROTC), Speaker Programs, assistance to the needy, and various fund raising events.

Section II. Prohibited Activities. As contained in Article V of the SFA Constitution, the Association is a non-sectarian and non-partisan organization, and will not endorse or disparage a commercial enterprise, a political platform, or a candidate for office.


Section III. Finances

- a. **Budget.** As its primary financial tool, the Chapter will develop for membership approval, an annual budget containing its expected revenues and expenses for the next twelve months. This will be accomplished through the appointment of a Budget Committee composed of the Treasurer, Assistant Treasurer, and two other members appointed by the President, with concurrence of the other Officers. A budget calendar will be developed and included in the Annual Chapter Events Calendar. The budget will be prepared and presented at the November meeting. The budget will be voted upon and approved by a 2/3rds majority of the members in attendance. During the budget year, if the Chapter Officers determine a need to adjust the budget, they will present the adjustment at the General Membership meeting. The adjustment must be approved by a 2/3rds vote of the members in attendance.
- B. **Revenue Sources.** Membership dues and other sources such as sales of items, raffles, donations, etc. and other legal sources are used to provide the needed revenue for the Chapter.
- C. **Expenses.** Will be in accord with the approved budget, and not exceed the estimated revenue. In the case of unanticipated expenses, the budget may be adjusted, as approved by the membership as it occurs, as long as the budget remains in balance. This is to say, expenses will not exceed forecasted revenues. The Chapter Officers can authorize payment of the Chapter's expenses; funds can be withdrawn only over the signatures of two of the following Officers: President, Vice President, Treasurer, Assistant Treasurer and Secretary. The President or Vice President shall be notified before any check over \$300.00 is disbursed.
- D. **Reserves.**
At budget development time, when it is determined that there is more revenue than is needed, the excess revenue will be placed in a category named "Reserves." This reserve will be used very discreetly with the vote of the membership to address shortfalls in the budget, or to address dire emergency unanticipated events.
- E. **Audits.** Annually, an internal audit and an inventory of merchandise will be conducted by a finance committee appointed by the President. The results of this audit will be disclosed to the membership upon request.
- F. **National Convention.** The Presidents travel to and from the National Convention and lodging will be paid upon approval of the Chapter Officers of an amount not to exceed \$750. Depending on location, an additional amount may be approved through a membership vote. This vote will be a simple majority of the members present at the meeting when presented for vote. If the President is unable to attend the National Convention, the Vice-President will take his place. If the Vice-President is unable to attend, the Chapter Officers will determine the General Member to represent the Chapter at the National Convention.

These By-Laws were voted on and approved by a majority of the members voting at a meeting on 01 November 2014.



Charles H. Rose
President



Robert E. Hand
Secretary

References:

- 1. Special Forces Association Amendment and Restatement of Articles of Incorporation dated 4 December 2008*
- 2. Special Forces Association Constitution dated 28 June 2013*