

UNITED STATES SUBMARINE VETERANS, INCORPORATED

Mobile Bay Base

By-Laws
REVISION 1



Chartered May 17, 1997

This document contains the official By-Laws of the Mobile Bay Base of the USSVI.

UNITED STATES SUBMARINE VETERANS, INCORPORATED
MOBILE BAY BASE
BY-LAWS
REVISION 1

ARTICLE I – NAME

The name of this Base of United States Submarine Veterans, Incorporated shall be the Mobile Bay Base of United States Submarine Veterans, Incorporated (USSVI). The term “Base” shall be synonymous with the Mobile Bay Base of United States Submarine Veterans, Incorporated.

Article II– STATEMENT OF PURPOSE

Section 1: To perpetuate the memory of our shipmates who gave their lives in the pursuit of their duties while serving their country. That their dedication, deeds, and supreme sacrifices be a constant source of motivation toward greater accomplishments. Pledge loyalty and patriotism to the United States of America and its Constitution.

Section2: The Statement of Purpose for the Base shall also be known as the creed.

Section 3: Other Purposes and Goals.

A. In addition to perpetuating the memory of departed shipmates, we shall provide a way for all Submariners to gather for mutual benefit and enjoyment. Our common heritage as Submariners shall be strengthened by camaraderie. We support a strong U.S. Submarine Force.

B. The base will engage in various projects and deeds that will bring about the perpetual remembrance of those shipmates who have made the supreme sacrifice. The Base will also endeavor to educate all third parties it comes in contact with about the services our submarine brothers performed and how their sacrifices made possible the freedom and lifestyle we enjoy today. The Base will use the Naval Historical Submarine USS Drum (SS 228) as the primary means of educating all parties as to the history of the U.S. Submarine Force during World War II and the accomplishments of the Drum and her major contribution during this conflict. The Base, in conjunction with the USS Alabama Battleship Memorial Park Commission, shall do everything possible within its limitations to preserve and maintain the USS Drum (SS 228) as close to her original configuration during this epic period in our Nation’s history.

ARTICLE III - POLICY

The Base shall adopt no policy in conflict with the laws and practices of the United States of America or with the Constitution and By-Laws of the “United States Submarine Veterans, Incorporated.”

ARTICLE IV – FISCAL YEAR

The fiscal year of the Base shall be the same as the fiscal year for the United States Submarine Veterans, Incorporated. It shall commence on the first day of January and end on the thirty-first day of December in each year.

ARTICLE V - MEMBERSHIP

Section 1: General

- A. When the Base was first chartered on May 17, 1997, it became an operational unit of the United States Submarine Veterans, Incorporated. To be a member of the Base, membership in good standing with “United States Submarine Veterans, Incorporated” is required.
- B. A member is considered “in good standing” if both National and Local Base dues have been paid for the current year.
- C. Dues are due on or before January 1 of the membership year. Members whose National dues remain unpaid as of January 31st of the current dues year will be dropped from the organization. National Life members whose Base dues have not been paid by January 31 will be dropped from the Base.
- D. Regular members may join any number of Bases. However; each member must select one base to be his Primary Base. Only primary members of Mobile Base will be allowed to vote in Base elections. (District, Regional, and elections of the National Organization are controlled by their respective laws and regulations.

Section 2: Regular Members

Regular membership is restricted to U. S. personnel who have been designated “Qualified in Submarines” by the U.S. Navy, or anyone who is a regular member of the U.S. Submarine Veterans of WWII.

Section 3: Associate Members

- A. Qualification for Associate Membership is as defined in the National Constitution of the United States Submarine Veterans, Incorporated.
- B. Associate members may vote on Base matters only. Associate members may not hold elected Base offices, but may be appointed by the Base Commander to fill Chairmanship positions as required to accomplish normal Base functions.
- C. In the event an associate member’s sponsor can no longer sponsor the associate member (such as transfer or call to eternal patrol) the Base can assume sponsorship of the associate member.

ARTICLE VI – BASE MEMBERSHIP DUES

Section 1: Every member of the Base must pay National Membership Dues as prescribed by the USSVI National Organization.

Section 2: The Board of Directors shall annually evaluate and may adjust annual Mobile Bay Base dues to assist in providing funding for the Mobile Bay Base annual operations. Any increase in annual dues must be approved by the Board of Directors and voted upon and approved at the regularly scheduled monthly meeting conducted in October.

Section 3: Members shall pay their annual Mobile Bay Base dues to the Mobile Bay Base Treasurer by December 31 of each year. The amount of dues will be published in the annual dues statement issued to each “member in good standing”. A member will be considered delinquent if his membership dues have not been received by the regularly scheduled January meeting. Delinquent members will no longer be considered “members in good standing” and will be ineligible to vote on matters concerning the Mobile Bay Base until their dues have been paid in full to the United States Submarine Veterans, Incorporated and the Mobile Bay Base.

ARTICLE VII – OFFICERS

Section 1: Base Officers

- A. The elected officers of the Base will be Commander, Vice-Commander, Secretary, and Treasurer.
- B. The offices of Secretary and Treasurer may be held by the same individual.
- C. All officers must be primary base members in good standing of the Base and National organizations.
- D. All officers may succeed themselves in office.
- E. The normal term of office for all elected officers shall be one year, to begin following the close of the business meeting at which the elections were conducted. Aside from the Base Commander’s designated succession, any vacancy in office prior to the completion of the term of the elected or appointed office shall be filled by the Base Commander’s appointment, with the majority approval of the Board of Directors.
- F. The Base Commander will appoint all officers without membership vote.
- G. Appointed officers may include, but not be limited to, Chaplain, Storekeeper, Web-Site Manager, Newsletter Editor, Base Public Affairs Officer and other positions or Chairmanships as required to accomplish the business of the Base. The term of office for appointed officers will begin after confirmation of the appointment by the Board of Directors and end upon the completion of the tasking appointed.

Section 2: Board of Directors

- A. The Board of Directors shall be the governing body for the Base and will be responsible for the control and general management of the affairs and business of the Base.
- B. The Board of Directors will be comprised of the elected officers and the immediate past Base Commander. Appointed officers/chairman may attend.
- C. Board of Directors meetings are conducted to provide reports upon the progress that their areas of responsibility are making.
- D. Each duly elected officer will have one vote. In case of a tie vote the Base Commander’s vote will carry the decision.
- E. The Board of Directors will establish or disestablish Committees as required for the effective operation of the Base.
- F. The Board of Directors will develop an annual plan and budget for the Base for the next fiscal year.

G. Duties of the Board of Directors shall include, but not be limited, to all normal business that the Board takes care of in the routine management of the Base.

H. The Board of Directors shall review for validity all proposed amendments to the Base By-Laws.

ARTICLE VIII – DUTIES OF OFFICERS

Section 1: Mobile Bay Base Commander

The duties of the Mobile Base Commander shall include, but not be limited to:

- A. Preside at all Mobile Bay Base meetings.
- B. Preside at all Mobile Bay Base Board of Directors meetings.
- C. Act as advisor to the Chairmen of all committees.
- D. Appoint a “member in good standing” to fill any vacancy in office. Appointments will require approval of the Board of Directors and will be filled only to the completion of term of Office the appointee is filling. (Appoint all Committee Chairmen and appointed officers subject to membership approval at the next regularly scheduled meeting.)
- E. Represent the Mobile Bay Base at official functions.
- F. Oversee the performance of all committees and Mobile Bay Base Officers.
- G. Prepare a “turn-over” package for his relief which contains all information and correspondence relative to Mobile Bay Base.

Section 2: Mobile Bay Base Vice-Commander

The duties of the Mobile Base Vice-Commander shall include, but not be limited to:

- A. Assist the Mobile Bay Base Commander in the performance of his duties.
- B. Preside over meetings in the Mobile Bay Base Commander’s absence.
- C. Serve as a member of the Board of Directors.
- D. Perform all the duties of the Mobile Bay Base Commander should he become incapacitated.
- E. Serve as Membership Chairman of the Mobile Bay Base.
- F. Prepare a “turn-over” package for his relief which contains all information and correspondence relative to Mobile Bay Base as pertains to his office.

Section 3: Mobile Bay Base Secretary

The duties of the Mobile Base Secretary shall include, but not be limited to:

- A. Keep minutes of all Mobile Bay Base regularly scheduled meetings and the meetings of the Board of Directors.
- B. Answer and keep a record of all Mobile Bay Base correspondence.
- C. Serve as the Base Historian.
- D. Maintain the Membership Roll of the Mobile Bay Base.
- E. Serve as a member of the Board of Directors.
- F. Conduct all Mobile Bay Base elections.
- G. Prepare a “turn-over” package for his relief which contains all information and correspondence relative to Mobile Bay Base as pertains to his office.

Section 4 – Mobile Bay Base Treasurer

The duties of the Mobile Base Treasurer shall include, but not be limited to:

- A. Accept and keep a record of all money and Mobile Bay Base Assets.
- B. Disburse such money, as may be approved by a majority vote of the membership.
- C. Ensure the Tax Exempt status of the Mobile Bay Base by providing the National Treasurer of the United States Submarine Veterans, Incorporated a Financial Report for the Mobile Bay Base on or before March First.
- D. Keep complete and accurate financial reports, which shall be audited by the Board of Directors semi-annually.
- E. Submit the Mobile Bay Base “Control Report” and membership money to the National Treasurer of the United States Submarine Veterans, Incorporated with a copy to the National Membership Chairman as required.
- F. Prepare a “turn-over” package for his relief, which contains all information and correspondence relative to Mobile Bay Base as pertains to his office.

ARTICLE IX - MEETINGS

- A. Meetings of the Base shall be in keeping with the normal parliamentary procedures set down by “ROBERT’S RULE OF ORDER, NEWLY REVISED”.
- B. The Mobile Bay Base will conduct Regular Monthly Meetings on the third Saturday of each month beginning at 11:00 AM at the USS Alabama Battleship Veterans Memorial Park, in the Aviation Pavilion.
- C. Changes of meeting location will be published at least two weeks in advance and posted on the Mobile Bay Base web site, www.mobilebaybase.com.
- D. The Regular Monthly Meeting Agenda shall follow the proposed order, which may consist of, but not be limited to the following, depending on business conducted between regular meetings:
 - Call to order.
 - Observance of a Moment of Silence.
 - Invocation.
 - Pledge of Allegiance to the Flag.
 - Recital of the Creed and Tolling of the Bell for Submarines on Eternal Patrol.
 - Introduction of National, Regional, and/or District Officers, guest(s), and new member(s).
 - Introduction of membership.
 - Minutes of previous meeting(s).
 - Treasurer’s Report.
 - Board of Directors Report.
 - Committee Report(s).
 - New correspondence.
 - Old business.
 - New business.
 - Good of the order.

- Announcements.
- Benediction.
- Drawing(s).
- Adjournment.

ARTICLE X – QUORUM

Section 1: A quorum required to conduct a regular meeting shall consist of the members present and at least two elected officers for transaction of all business.

Section 2: A quorum required to conduct a Board of Directors meeting shall consist of three members present, with at least two elected officers for transaction of all business to be conducted at the Board of Directors meeting.

Section 3: Once a quorum has been established, no member absenting himself shall destroy the quorum.

Section 4: In the event of a quorum not being present, a lesser number may adjourn the meeting to some future time and date.

ARTICLE XI – VOTING

Section 1: Each regular member and associate member in good standing shall be entitled to vote in person at any meeting of the Base and in any Base election.

Section 2: There will be no proxy voting. Any member not voting in accordance with the election directions provided by the Base Secretary shall be considered to have abstained.

ARTICLE XII - ELECTIONS OF OFFICERS

Section 1: A Nominating Committee shall be appointed in the month of December to solicit nominations. The Chairman of the Nominating Committee shall be the Past Mobile Bay Base Commander. The Committee will solicit primary regular base member nominations for all offices. If the Nominating Committee is unable to identify enough willing candidates to fill all elected offices, they may nominate one candidate to fill the offices of both Secretary and Treasurer concurrently. The committee will present the slate of nominees to the membership at the March meeting. Any “member in good standing” may make additional nominations from the floor. Nominees must primary base members and must be willing to serve for the duration of the term of office.

Section 2: The Commander, Vice-Commander, Secretary and Treasurer shall be elected by a majority vote of the members in good standing at the regular meeting held in the month of April.

Section 3: The term of office for elected officers will begin immediately following the business meeting at which the election was conducted.

Section 4: Any vacancy in office shall be filled by the Base Commander’s appointment, with approval of the Board of Directors, to complete an unfulfilled term.

ARTICLE XIII – AMENDMENTS

Section 1: Any Primary Base member in good standing may submit proposed amendment(s) to amend these By-Laws by forwarding the proposed amendment(s) to any elected officer of the Mobile Bay Base. Proposed change recommendations shall:

- A. Be complete statements, which stand on their own merit.
- B. Clearly state the intent of the author and the section of organizational policy affected by Article, Section, and/or paragraph/subparagraph.
- C. State the estimated or actual cost, if any, involved.
- D. Be signed and dated by the author.

Section 2: The Board of Directors of the Mobile Bay Base shall present no Amendment to the By-Laws without review and approval.

Section 3: The By-Laws shall be amended by a majority vote cast at a regularly scheduled meeting following the distribution either electronically or by mail, of the proposed amendment to all “members in good standing” at their last known email or home address at least two weeks prior to such meeting.

Section 4: Amendments that are passed shall be added to the By-Laws and become effective at the close of the business meeting when they were approved.

ARTICLE XIV – STANDING RULES

Section 1: Standing rules relating to the administration (non parliamentary) of the Base shall be made an attachment to these By-Laws.

Section 2: Standing rules may be adopted, changed, or suspended at any regular meeting, without previous notice, as any other ordinary action of the Base may be.

ARTICLE XV – DISSOLUTION

In the event the Base dissolves or discontinues activities, all assets and monies of the organization shall be turned over to the National Senior Vice-Commander.

BASE BY-LAWS FOR THE MOBILE BAY BASE OF THE UNITED STATES
SUBMARINE VETERANS, INCORPORATED (USSVI)

REVISION 1

These Revised Base By-Laws were voted on and accepted by the membership of the Mobile Bay Base, United States Submarine Veterans, Incorporated at the regularly scheduled Base meeting held at the USS Alabama Battleship Veterans Memorial Park, Aviation Pavilion, Mobile, AL, dated August 15, 2009.

Submitted: Alan T. Ferdinandsen

Base Commander Alan T. Ferdinandsen **Date:** 8/15/2009

Vice-Commander Tom Bowser **Date:** 8/15/2009

Secretary/Treasurer David Dalby **Date:** 8/15/2009

Approved: ESD3 CDR John King **Date:** 8/19/2009