

By-Laws

of

Vietnamese American Armed Forces Association (Hội Quân Nhân Người Mỹ Gốc Việt)

These By-Laws shall govern the Vietnamese American Armed Forces Association (VAAFA), also known in Vietnamese as Hội Quân Nhân Người Mỹ Gốc Việt, a NOT-FOR-PROFIT association.

Article I - Definitions

Section 1. The following terms used in these By-Laws shall have the meaning set forth below.

- 1.a. The term "armed forces active and reserve component" means the Army, Navy, Air Force, Marine Corps, and Coast Guard in addition to the Reserve forces such as the National Guards as defined in Title 10 US Code. (10 U.S.C. § 101(a)(4), 101(a)(5))
- 1.b. The term "VAAFA" is the acronym for the Vietnamese American Armed Forces Association in English.
- 1.c. The term "HQNNMGV" is the acronym for Hội Quân Nhân Người Mỹ Gốc Việt, in Vietnamese.
- 1.d. The term "active duty" means full time duty in the active military service of the United States. (10 U.S.C. § 101(b)(1))
- 1.e. The term "National Guard" means the Army National Guard and the Air National Guard. (10 U.S.C. § 101(c)(1))
- 1.f. The term "Active Guard and Reserve" means a member of a reserve component who is on active duty pursuant to 10 U.S.C. § 12301 (d), or if a member of the Army National Guard or Air National Guard, is on full-time National Guard duty pursuant to 32 U.S.C. § 502 (f), and who is performing Active Guard and Reserve duty.

Article II - Name and Seal

Section 1. The name of the association shall be the Vietnamese American Armed Forces Association (VAAFA), also known in Vietnamese as Hội Quân Nhân Người Mỹ Gốc Việt.

Section 2. The association's motto shall be: "For Our Military Brothers & Sisters, For Our Families, For Our Country"

Section 3. The association shall have a seal in the following form:

- 3.a. The seal shall have an upright circular shape.
- 3.b. At the center of the seal is the VAAFA logo in an upright pentagon shape.
 - 3.b.1. At the center of the pentagon is a picture of a standing eagle with both its wings

- raised up on a yellow background.
- 3.b.2. The eagle's head is turned to the front and its feet are holding an American flag.
 - 3.b.3. Above the eagle is the Association's name in English and its abbreviation right below it.
 - 3.b.4. Under the eagle is the Association's name in Vietnamese with no abbreviation.
 - 3.b.5. The five sides of the pentagon bear the names of the five branches of the U.S. Armed Forces: USA (U.S. Army), USN (U.S. Navy), USMC (U.S. Marine Corps), USAF, (U.S. Air Force), and USCG (U.S. Coast Guard).
 - 3.c. Under the logo is the year of “2008”, the year in which the Association was established.
 - 3.d. Surrounding the logo is the Association’s motto “For Our Military Brothers & Sisters, For Our Families, For Our Country”
 - 3.e. In the next outer circle are the Association’s Core Values of Excellence, Integrity, Patriotism, Pride, Support, which are separated by five stars.
 - 3.f. The out most circle will contain the Association’s name in English and Vietnamese in a circular pattern separated by two diamonds.



Article III - Purpose: Mission, Vision & Core Values

Section 1. Purpose of this Association shall be:

1.a. Mission -

- 1.a.1. To provide professional development, mentorship, esprit de corps, and networking for current and former Vietnamese American service members in the United States Armed Forces. - *"For Our Military Brothers & Sisters"*
- 1.a.2. To provide support to members and their families when they are in need, at home and on the front lines. - *"For Our Families"*
- 1.a.3. To share our experiences with the Vietnamese American community in order to highlight the pride and benefits of military service. - *"For Our Country"*

1.b. Vision

- 1.b.1. To recognize the honorable military service and contributions by Vietnamese Americans in the U.S. Armed Forces.
- 1.b.2. To raise awareness within the Vietnamese American community of the sacrifices of those who made the ultimate sacrifice to preserve our way of life.

1.b.3. To be active participants in the professional development of the Vietnamese American community.

1.c. Core Values

- 1.c.1. EXCELLENCE - We are committed to achieving the highest standards in all performance and personal conduct.
- 1.c.2. INTEGRITY - We are dedicated to possessing the highest personal and professional moral standards.
- 1.c.3. PATRIOTISM -We are proud to exhibit a strong sense of support and devotion to defending our Nation and national security.
- 1.c.4. PRIDE - We cherish and honor our Vietnamese heritage and appreciate the opportunity to serve in the U.S. Armed Forces. We want to share the value of military service with the community and future generations.
- 1.c.5. SUPPORT- We care for each other and our families at home and on the front lines. We will not forget those who have given their lives in defense of our Nation.

Article IV - Membership

Section 1. Membership in this association shall be open to all who are currently or have honorably served in the U.S. Armed Forces Active and Reserve components and meet membership qualifications, with approval by 2/3 of the Governance committee.

Section 2. Members are not required to pay membership fees.

Section 3. Membership qualification

- 3. a. VAAFA does not discriminate. Candidates must meet membership eligibility requirements in order to join.
 - 3.a.1 **Member eligibility.**
 - 3.a.1.a. An Active Duty member of the U.S. Armed Forces.
 - 3.a.1.b. A National Guard member who have been activated under Title 10 of the U.S. Code or Title 32 of the U.S. Code.
 - 3.a.1.c. A Reserve Component member.
 - 3.a.1.d. A Retired member of the U.S. Armed Forces Active, National Guard, and Reserve components.
 - 3.a.1.e. An Honorably separated member of the U.S. Armed Forces Active, National Guard, and Reserve components.
 - 3.b. **Member verification**
 - 3.b.1. Candidates must verify their status before membership can be granted.
 - 3.b.1.a. Active Duty, National Guard, and Reserve Component members with access to a ".mil" account can utilize their CAC digital signature as a form of verification on the membership application form.
 - 3.b.1.b. Active Duty, National Guard, and Reserve Component members without access to a ".mil" account must submit an electronic or mailed in a copy of the front of their military issued identification card. Army AKO "GUEST" .mil account cannot be utilized for the sole purpose of eligibility verification.

- 3.b.1.c. Retired or Honorably separated members of the U.S. Armed Forces and Reserve components must submit a electronic or mailed in copy of their DD-214.

Section 4. Revocation of Membership

- 4.1.a. Membership in VAAFA is a privilege and an honor. Due to the respect and authority that is often given to those in "uniform", VAAFA members are to act in accordance with U.S. Law, the Uniform Code of Military Justice (UCMJ), Department of Defense Policy, their individual service component policies, and the VAAFA Code of Conduct.
- 4.1.b. Violations of any of the following will result in immediate revocation of membership, if the facts have been substantiated:
 - 4.1.b.1. State or Federal felony conviction.
 - 4.1.b.2. Willful wearing or claiming award, devices, and medals not earned.
 - 4.1.b.3. Willful wearing or claiming rank/rate above actual rank/rate.
 - 4.1.b.4. Willful submission of fraudulent membership application.
- 4.1.c. Grave violation of the Code of Conduct as proscribed by this By-Law may result in the lost of membership.
- 4.1.d. If a member is suspected or accused of an act that is unbecoming of a personnel of the U.S. Armed Forces which brings discredit to the U.S. Military, VAAFA, or the Vietnamese American Community, the Governance committee will investigate and rule on membership status. Removal of membership shall by 2/3 affirmative vote of the Governance committee.

Article V - Code of Conduct

Section 1. Professional Code of Conduct

- 1.a. Members will maintain a high level of personal and professional ethics and conduct.
- 1.b. Members will maintain a certain degree of military discipline and bearing in dealings with other members.
- 1.c. Members will not engage in fraternization.
- 1.d. Members will not utilize their membership in VAAFA for personal, political, or financial gains.
- 1.e. Members who are Military Recruiters will ensure that any "potential or prospect recruit" who is referred by VAAFA members is taken care of in the best interest of the potential or prospect recruit and above any "goal" or "quota" commitments.

Article VI - Meeting

Section 1. All conferences and general meetings of the association will be conducted following the parliamentary procedure & rules as contained in the current edition of Robert's Rules of Order Newly Revised. These parliamentary procedures shall govern the association meetings in all cases to which they are applicable and in which they are not inconsistent with these bylaws or special rules of order of association. Only members in full standing may vote or conduct VAAFA business.

- 1.a. The Commander of the association, unless he has delegated the responsibility to another member, shall preside as the Chairman and conductor of the meeting.

- 1.a.1 The Information Officer or another person designated by the Commander will act as recorder.
- 1.b. Order of Business
 - 1.b.1. Playing of the National Anthem or Recitation of the Pledge of Allegiance.
 - 1.b.2. Roll Call.
 - 1.b.3. Opening of the meeting by the Commander or chairman if the duty has been delegated.
 - 1.b.4. Reading of the minutes of the preceding meeting.
 - 1.b.5. Reports of the Committee.
 - 1.b.6. Reports of the Officers.
 - 1.b.7. Old and Unfinished Business.
 - 1.b.8. New Business.
 - 1.b.9. Adjournment.

Section 2. The membership meeting of the association shall be held in the summer on a bi-annual (every other year) basis.

- 2.a. The planning and scheduling of the bi-annual VAAFA Conference will be planned by the Planning Committee at a minimum four to five months prior to the actual date of the convention in order for members to plan leave and travel.
 - 2.a.1. The Planning Committee will choose a date during the summer (June-August) period and announce it to all members through the Information Officer of the association.
 - 2.a.1.a. Three month prior to the actual date of the conference as set by the Planning Committee, the Commander, through the Information Officer of the association, will publish on the website or email out to every member the VAAFA Conference message with the location, date and times of the conference, soliciting member agenda input.
 - 2.a.1.a.1. The Information Officer will publish on the website or email to every member in good standing at is/her address as it appears in the membership roll book of this organization time and location as determined by the Planning Committee.
 - 2.a.1.a.2. Two weeks prior to the start of the conference, the Commander, through the Information Officer of the association, will publish on the website or email out to every member the draft agenda message.

Section 3. The Annual Banquet of this association shall be held at a date and location as identified by the Planning Committee.

- 3.a. In years when the bi-annual VAAFA Conference is to be scheduled, the Planning committee can plan the Banquet in conjunction with the conference if the location and date will be able to support both.

Section 4. **Regular Meetings**

- 4.a. The association will at a minimum conduct a bi-weekly telephone conference for the conduct of association business.

Section 5. **Special Meetings**

- 5.a. A special meeting of the association may be called by the Commander, when he/she deems it necessary for the best interest of the organization. Notice of such meeting

shall be emailed out to all members at their email address as it appears in the membership roll book at least seven (7) days before the schedule date set for such a special meeting.

- 5.a.1. At the request of 50% of the members of the Board of Directors or 50% of the members of the association, the Commander shall call a special meeting within seven (7) days of receipt of the written request.
- 5.b. Due to the diverse locales and duty requirements of VAAFA members, when a special meeting is called either by the Commander, 50% of the Board of Directors, or 50% of the members of the association, teleconference or other multimedia means can be utilized as a meeting medium.
- 5.b.1. No other business but that specified in the notice may be transacted at the special meeting without the unanimous consent of all present at such meeting.

Section 6. Recording

- 6.a. The Information Officer or a person designated by the Commander in the absence of the Information Officer shall keep a historic record of all VAAFA meetings.

Article VII - Voting

Section 1. Only VAAFA members in good standing may vote at Conference, Special Meetings, Elections, Amendments to By-Laws, and Ratifications of By-Laws.

- 1.a. Voting requirements at the VAAFA Conference, Annual Banquet, or Special Meeting.
 - 1.a.1. Due to the diverse locales and duty requirements of VAAFA members, the presence of 10% or minimum of seven members, of whom one member must be an officer of the Executive committee, shall constitute a quorum and shall be necessary to conduct the business of the association.
 - 1.b. For election of the officers and directors, the Executive Selection Committee will provide ballots for the purpose of voting.
 - 1.b.1. Ballots for officer selection will not contain any place on the ballot that might indicate the person who cast the ballot.
 - 1.b.2. A majority vote shall elect Association Officers and Board of Directors.
 - 1.c. The Information Officer or a person designated by the Commander in the absence of the Information Officer shall keep a historic record of vote tallies.
 - 1.d. Amendments or alterations to the ByLaws shall be ratified if no more than 5% of the total VAAFA membership "Objects" or places a "Negative" vote. All non-responses after a two week period will be counted as an "Affirmative" vote.

Article VIII - Board of Directors

Section 1. The Board of Director consisting of 3-7 members will serve as an advisory board and will provide oversight for association.

- 1.a. The Board of Directors cannot alter or change the By-Laws.
- 1.b. **Focus of the Board of Directors**
 - 1.b.1. Provide corporate oversight of the Commander and Executive Committee.
 - 1.b.2. Provide consultation on VAAFA Mission, Vision, and Values.
 - 1.b.3. Provide consultation on policy, goal, resource development, evaluation, and decision making to the Commander and Executive Committee.
- 1.c. **Board of Directors Eligibility**

- 1.c.1. A VAAFA member who is in good standing.
- 1.d. At least one of the directors elected or one of the officers shall be a resident of the State of California.
- 1.e. The Board of Directors will not receive any monetary or any other financial compensation for serving on the Board.

Section 2. Membership of the Board of Directors

- 2.a. The Commander of the association by virtue of his office shall be Chairman of the Board of Directors.
- 2.b. The Board of Directors shall select from one of their members a Information Officer.
- 2.c. Each director shall have one vote and such voting may not be done by proxy.

Section 3. Election, Meeting, and Voting of the Board of Directors

- 3.a. The temporary Executive Selection Committee will be established six (6) months prior to the end term of the Board of Directors in order to nominate, and vet board members.
 - 3.a.1 The directors to be chosen for the ensuing year shall be chosen at the bi-annual meeting of the association in the same manner and style as the officers of this association and shall serve for a term of two years.
- 3.b. 50% of the members of the Board of Directors shall constitute a quorum and the meeting of the Board of Directors shall be held on a regular date as determined by the Board of Directors, unless mandated by the By-Laws.
 - 3.b.1. At a minimum, the Board of Directors shall meet in person during the annual banquet.
- 3.c. Voting for the Board of Directors will be conducted in accordance with the rules as set forth in this By-Law.
- 3.d. Board of Directors are eligible for reelection.

Section 4. Term length of the Board of Directors

- 4.a. Director will be elected for a term of 2 years or until their successors are elected.

Section 5. Removal from the Board of Directors

- 5.a.. If a member of the Board of Director commits any act that would cause a VAAFA member's membership to be revoked, the director will incur automatic removal processing.
- 5.b. A director may be removed when sufficient cause exist for such removal.
 - 5.b.1. If the removal of a director or directors is required, a temporary Judiciary Committee will be stood up by the combination of the Governance and Executive Committee to investigate and rule on director status.
 - 5.b.1.a. A director may be removed by 2/3 vote of the Judiciary Committee or by 75% affirmative vote of the total membership.
- 5.c. Members of the Board of Directors cannot remove another member from the Board of Directors.
- 5.d. Should a director or directors commit an act that incurs removal or is unable to continue his/her position, the Commander shall immediately inform the

Executive Selection Committee to begin the process of vetting and nominating a replacement.

Article IX - Officers

Section 1. Titles of Association Officers

- 1.a. The officers of the association are required to be in good standing members of VAAFA.
 - 1.a.1. No officer shall by reason of his office be entitled to receive any salary or compensation, but nothing herein shall be construed to prevent an officer from receiving any compensation from the organization for duties other than as director or officer.
 - 1.a.2. Association Officers can be members of the Board of Directors.
- 1.b.1. The Elected officers of the association shall be:
 - 1.b.1.a The Commander
 - 1.b.1.b The Vice Commander
 - 1.b.1.c The Information & Technology Officer
 - 1.b.1.d The Treasurer
 - 1.b.1.e. The Public Affairs officer

Section 2. Duties of Association Officers

- 2.a. The Officers of the association shall constitute the Executive Committee.
 - 2.a.1. The Executive Committee shall conduct essential day to day business of the association.
- 2.b. **The Commander** shall be the presiding officer and shall administer all business of the association as provided for by the By-Laws.
 - 2.b.1. He/She shall preside at all meetings, conferences, or special meetings unless a delegate has been appointed.
 - 2.b.1. He/She by virtue of his/her office is the Chairman of the Board of Directors.
 - 2.b.2. He/She shall appoint the committee, temporary or permanent.
 - 2.b.3. He/She shall see all books, reports and certificates required by law are properly kept or filed.
 - 2.b.4 He/She shall be one of the officers who may sign the checks or drafts of the organization.
 - 2.b.5. He/She shall have such powers as may be reasonably construed as belong to the chief executive of any association or organization.
- 2.c. **The Vice Commander** shall in the event of the absence or inability of the Commander to exercise his/her office, become acting Commander of the association with all the rights, privileges, and powers as if he/she had been the duly elected Commander.
- 2.d. **The Information & Technology Officer** shall be the information & technology manager for the association.
 - 2.d.1 He/She shall keep the minutes and administrative records of the association in appropriate book.
 - 2.d.2. He/She shall be the Managing editor of the VAAFA Newsletter.
 - 2.d.3. He/She shall maintain the website for the association.

- 2.d.4. It shall be his/her duty to file any certificate required by any statute, federal or state.
- 2.d.5. He/She shall give and serve all notices to members of the association.
- 2.d.6. He/She shall be the official custodian of the records and seal of this association.
- 2.d.7. He/She may be one of the officers required to sign the checks and drafts of the association.
- 2.d.8. He/She shall present to the membership at any meetings any communication addressed to him as the Information & Technology Officer of the association.
- 2.d.9. He/She shall attend to all correspondence of the organization and shall exercise all duties incident to the office of Information & Technology Officer.
- 2.e. **The Treasurer** shall have the care and custody of all monies belonging to the association and shall be solely responsible for such monies or securities of the association.
 - 2.e.1. He/She shall cause to be deposited in a regular business bank or trust company a sum not exceeding \$ TBD and the balance of the funds of the organization shall be deposited in a savings bank except that the Board of Directors may cause such funds to be invested in such investments as shall be legal for a non-profit corporation in the State of California.
 - 2.e.2. He/She will maintain and keep updated the financial record of the association, report monthly to the Executive Committee on the status, and quarterly to the membership.
 - 2.e.3. He/She must be one of the officers who shall sign checks or drafts of the association. No special fund may be set aside that shall make it unnecessary for the Treasurer to sign the checks issued upon it.
 - 2.e.4. He/She shall render at stated periods as the Board of Directors shall determine a written account of the finances of the organization and such report shall be physically affixed to the minutes of the Board of Directors of such meeting.
 - 2.e.5. He/She will present a detailed report of the financial status of the association yearly to association members three weeks after the annual Banquet.
 - 2.e.6. He/She will maintain the internal association Treasurer page with a detailed financial status of the association.
 - 2.e.7. He/She shall exercise all duties incident to the office of Treasurer.
- 2.f. **The Public Affairs officer** shall be the newspaper & media liaison for the association.
 - 2.f.1. He/She shall be the point of contact for the Association's public affairs.
 - 2.f.2. He/She shall draft VAAFA Media Advisory or Press Release to newspaper & media agencies.
 - 2.f.3. He/She shall coordinate with the Planning Committee to ensure media coverage of association events and activities.

Section 3. **Elections of Association Officers**

- 3.a. Elections shall take place at the at the bi-annual VAAFA conference.
 - 3.a.1. A special election can be called by the Board of Directors.
 - 3.b. The Executive Selection Committee conducts the election and vote counting.

- 3.c. Voting for Association Officers will be conducted in accordance with the rules as set forth in this By-Law.
- 3.d. Association Officers are eligible for reelection.

Section 4. Terms length of Association Officer

- 4.a. Association Officer will serve for a term of 2 years or until their successors are elected.

Section 5: Removal of Association Officers

- 5.a. An Association Officer may be removed when sufficient cause exist for such removal.
 - 5.a.1. If an Association Officer commits any act that would cause a VAAFA member's membership to be revoked, the Association Officer will incur automatic removal processing.
- 5.b. An Association Office shall voluntarily remove him/her self from the position if he or she is unable to perform his or her duties because of personal or professional reasons.
 - 5.b.1. If the Association is unable after three months to gain contact with an association Officer. The Executive Committee will nominate a replacement to fill the vacant position for the remaining term.
- 5.c. An Association Officer cannot remove another Association Officer.
- 5.d. If the removal of an Association Officer is required, a temporary Judiciary Committee will be stood up by the combination of the Governance and Executive Committee to investigate and rule on the Association Officer status.
 - 5.d.1. An Association Officer may be removed by 2/3 vote of the Judiciary Committee or by 75% affirmative vote of the total membership.
- 5.e. Should an Association Officer commit an act that incurs removal or is unable to continue his/her position, the Commander shall immediately inform the Executive Selection Committee to begin the process of vetting and nominating a replacement.

- 5.f. If an Association Officer is unable to fulfill his/her association duties due to personal, work, or military obligations.
- 5.g. If an Association Officer cannot be contacted or does not remain in communication with the Association for three or more consecutive months and does not submit a voluntary letter of resignation or leave of absence letter.

Article X – Committees

Section 1. Standing Committees

- 1.a. The Commander has the authority to create standing committees. The standing committees shall be: Executive Committee, Executive Selection Committee, Planning Committee, Governance Committee, Public Relations Committee, Veterans Committee, Officer Advisory Committee, Enlisted Advisory Committee.
 - 1.a.1. Standing Committee chairs are appointed by the Commander.

- 1.a.2. A quorum shall be a majority of members on the committee.
- 1.a.2.a A majority vote constitutes approval.

1.b. Duties of the Standing Committees

- 1.b.1. **Executive Committee** - Shall be composed of the Commander, Vice Commander, Information Officer, Treasurer, and Public Affairs Officer.
 - 1.b.1.a. The Executive Committee shall conduct day to day administration and governance of the association unless authority has been given to a specific committee in accordance with the By-Laws.
 - 1.b.1.b. The Executive Committee, along with the Governance Committee, shall form the temporary Judiciary Committee, in the event that a VAAFA member, a Board of Director member, or Association Officer is found to be in serious violation of VAAFA By-Laws that warrants consideration for VAAFA membership or Board of Director membership removal.
- 1.b.2. **Executive Selection Committee** - Shall be composed of 3-11 VAAFA members. Officers of the Association are *not* eligible to serve on this board. The committee will vote on the chairperson of this committee.
 - 1.b.2.a. The Executive Selection Committee shall identify, vet, and nominate Board of Director members and the Officers of the Association.
 - 1.b.2.b. The Executive Selection Committee shall administer the election and vote counting of Board of Directors and Officers of the Association.
- 1.b.3. **Planning Committee** - Shall be composed of 3-11 interchangeable VAAFA members. Officers of the Association are eligible to serve on the board.
 - 1.b.3.a. The Planning Committee shall work with the Executive Committee to plan, maintain, schedule & execute the association annual activities Calendar.
 - 1.b.3.b. The Planning Committee shall be responsible for the planning, organizing, and setting VAAFA sponsored events.
 - 1.b.3.c. The Planning Committee shall be responsible for the administration of the Care Package Program.
- 1.b.4. **Governance Committee** - Shall be composed of 3-11 VAAFA members. Officers of the Association are eligible to serve on this board.
 - 1.b.4.a. The Governance Committee shall assist the Commander and Executive Committees in ensuring that all VAAFA members, Committees, and Board of Directors are acting in accordance with the By-Laws.
 - 1.b.4.b. The Governance Committee shall vet, verify, and approve all membership application.
 - 1.b.4.c. The Governance Committee, along with the Executive Committee, shall form the temporary Judiciary Committee, in the event that a VAAFA member, a Board of Director member, or an Association Officer is found to be in serious violation of VAAFA By-Laws that warrants consideration for VAAFA member, Board of Director member, or an Association Officer removal. If the member who is the subject of the removal is also a

member of the Governance Committee, that member will be removed from the committee and shall have no voting rights pending the resolution of the removal proceedings.

1.b.4.d. The Governance Committee shall oversee By-Law changes, with input from VAAFA members.

1.b.5. **Community Relations Committee** - Shall be composed of 3-11 members. Officers of the Association are eligible to serve on the board. Non VAAFA members may serve on this board in an advisory role only.

1.b.5.a. The Community Relations Committee shall handle all public relations for VAAFA.

1.b.5.b. The Community Relations Committee shall work with the Information & Technology Officer and Public Affairs Officer to publish the VAAFA newsletter.

1.b.5.c. The Community Relations Committee shall administer the VAAFA Fallen Heroes Scholarship program.

1.b.6. **Veterans Affairs Committee** - Shall be composed of 3-11 members. Officers of the Association are eligible to serve on the board. Non VAAFA members may serve on this board in an advisory role only.

1.b.6.a. The Veterans Affairs Committee shall work with outside agencies to ensure that VAAFA members who are Veterans are aware and fully utilize the benefits available to them.

1.b.7. **Officer Advisory Committee** - Shall be composed of 3-11 VAAFA members. Membership of this Committee is restricted to commissioned Officers only.

1.b.7.a. The Officer Advisory Committee shall be responsible for taking care of Officer mentorship, career development, and recognition of VAAFA members who are commissioned officer.

1.b.8. **Enlisted Advisory Committee** - Shall be composed of 3-11 VAAFA members. Membership of this Committee shall be restricted to Enlisted only.

1.b.8.a The Enlisted Advisory Committee shall be responsible for Enlisted mentorship, career development, and recognition of VAAFA members who are Non commissioned officers and junior enlisted.

Section 2. **Temporary Committee**

2.a. The Commander shall form temporary Committees that might be required in order to conduct the Association business that is not covered or govern by a Standing Committee.

Article XI – Association Chapters

Section 1. Association Chapters

1.a. When the Commander has deemed it necessary and ready, he can propose to the association the establishment of an association Chapter.

Article XII - Institutional Affiliations

Section 1. The Executive Committee is authorized to adopt one or more Memoranda of Agreement that affiliates the association with another association if affiliation requirements are met.

Section 2. Affiliation requirements.

1.a. Candidate association cannot be involved in any activities that is in violation of U.S. Law, UCMJ, DOD Policy, or VAAFA By-Laws.

1.b. Candidate association must be a state or federally recognized association.

Section 3. The Association will not affiliate or recognize the following organizations: US Army Volunteer Reserve (USAVR), United States Volunteers (USV), United States Volunteers Joint Services Command (USV-JSC), Army Volunteer Reserve (AVR), Florida Guard and other such groups, unless they become an official state or federally sponsored association.

Article XIII - Amendments & Ratification of BY-LAWS

Section 1. **Amendments to the BY-LAWS.**

1.a. These By-Laws can only be amended, repealed, or revised by VAAFA members in good standing.

1.a.1. Recommendations to the By-Laws are to be made to the Governance Committee for consideration.

Section 2. **Ratification of BY-LAWS.**

2.a. Amendments or alterations to the ByLaws shall be ratified if no more than 5% of the total VAAFA membership "Objects" or places a "Negative" vote. All non-responses after a two week period will be counted as an "Affirmative" vote.

2.b. Upon completion of review and draft of new By-Laws with any amendments or alterations, the Governance Committee shall provide to the Commander a draft copy of the By-Laws during the bi-annual Conference or at another time as required.

2.c. The Commander shall present the draft copy for all members to vote at the bi-annual Conference or at another time as required.