

***PROPOSED CHANGES To
USS BONEFISH SS-223/582 BASE
U.S. SUBMARINE VETERANS INC.
BY-LAWS Amended October 8, 2011***

ARTICLE I NAME: The name of this Base shall be USS BONEFISH SS-223/582 BASE of U.S. Submarine Veterans, Inc. The spoken name may be shortened to USS Bonefish Base.

ARTICLE II STATEMENT OF PURPOSE: 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 sacrifice be a constant source of motivation toward greater accomplishments. Pledge loyalty and patriotism to the United States of America and its Constitution. Provide support for a strong U.S. Submarine Force. To provide for the gathering of all Submariners for their mutual benefit and enjoyment as our common heritage as Submariners shall be strengthened by camaraderie.

ARTICLE III MEMBERSHIP: Membership in this Base shall be in accordance with the National Constitution of U.S. Submarine Veterans, Inc. Article VII, Sections 1 thru 7. Local dues will be \$20.00 initially, with \$10.00 per year renewal, due 1 January of each year. Life Membership (must be a USSVI National Life Member) dues will be <55 years old \$100.00, 55-64 years old \$75.00, >65 years old \$50.00. Any Submarine Veteran of WWII who is interested in joining our Base will be offered Base Life Membership free of charge.

SECTION 1 ASSOCIATE MEMBERSHIP: An associate member is a person of either sex not eligible for regular membership, but one who is closely associated with a regular member. Must pay National dues. Local dues will be \$20.00 initially, with \$10 per year renewal, due 1 January of each year. Life Membership (must be a USSVI National Life Member) dues will be \$50.00.

PARAGRAPH A Associate membership is reserved for persons not otherwise eligible for regular membership, but is related to the Submarine Service by their deeds or actions and are not less than sixteen (16) years of age.

PARAGRAPH B Each regular member may sponsor one other associate member not covered in Sub-Paragraph A of this Article.

PARAGRAPH C Each associate member shall be sponsored by a regular member. A vote for approval or disapproval must be held at the Business Meeting immediately following the receipt of application for membership. Associate members are not permitted to sponsor other associate members.

PARAGRAPH D Associate members are allowed to vote on all local matters. Associate members shall not hold an elected office. Associate members may serve in an appointed office.

PARAGRAPH E Annual dues for Associate members will be \$20 (requiring National membership also). Associate members are eligible for Base Life Membership for \$50.00.

PARAGRAPH F A member-at-large whose National Annual dues are current and upon payment of prescribed Base Dues, may affiliate with Sub Vets USS Bonefish Base.

ARTICLE IV CHARTER MEMBERSHIP: All members in good standing on or before 26 April 2008 shall be known as Charter Members of the USS Bonefish Base of the U.S. Submarine Veterans, Inc., provided they maintain continuous membership.

ARTICLE V AFFILIATION: The USS Bonefish Base shall be a member of the National Organization of U.S. Submarine Veterans, Inc., and shall be entitled to representation as provided for in the National By-Laws thereof.

SECTION 1 BY-LAWS: The National By-Laws of U.S. Submarine Veterans, Inc., shall govern the USS Bonefish Base, and it shall not adopt any policy or purpose and shall take no action in conflict herewith.

PARAGRAPH A These By-Laws shall be deemed automatically modified and amended to ensure at no time to be in conflict with the National By-Laws of U.S. Submarine Veterans, Inc.

ARTICLE VI MEETINGS: The USS Bonefish Base shall conduct at least 10 Business Meetings per year.

SECTION 1 LOCATION: The date, time and place shall be designated by the Base Commander, subject to approval of the Executive Board. *Currently monthly meetings are to be held at the American Legion Post 106, located at 820 West State Street in the city of Redlands, California 92373 on the fourth Saturday of each month at 1200 hours.*

SECTION 2 QUORUM: The membership present at the opening of a meeting will be considered a quorum. Any member who removes himself prior to adjournment will not be considered to nullify or negate the quorum.

ARTICLE VII DUES: Each member will pay Annual or Life dues as prescribed by the National By-Laws. Base Annual or Life Membership is as determined by the E-Board.

SECTION 1 EFFECTIVE DATE: Dues are due and payable on January 1st each year and remain effective until December 31st of the same year. Dues not paid by 31 December are delinquent.

SECTION 2 DISENROLLMENT: All members whose dues are in arrears on February 1st of a current year will be dropped from all rosters.

ARTICLE VIII OFFICERS: The officers of the USS Bonefish Base shall be: Base Commander; Senior Vice Base Commander; Junior Vice Base Commander; Secretary; and Treasurer.

SECTION 1 The officers of this article shall be elected and elections shall be at the February Business Meeting immediately proceeding March 1st of the election year. Installation of elected officers will be held at an "Installation Dinner Ceremony" or the Business Meeting during the month of March of the election year.

PARAGRAPH A The term of office for the Base Officers shall be two years. Officers shall be installed in the month of March and their terms shall expire in March two years later. Any officer may succeed himself in office, provided he is duly nominated and elected by the Membership.

PARAGRAPH B Nomination for office shall be made by a Nominating Committee appointed by the Base Commander. This Committee shall consist of at least three active members. This Committee shall present its report to the Executive Board and shall present only the names of members who have consented to serve, if elected.

PARAGRAPH C Further nominations can be made by any member from the floor at the time of elections, but will not be made after the elections have commenced.

PARAGRAPH D All elections will be by secret ballot.

PARAGRAPH E Any vacancy in office shall be filled by appointment of the Executive Board subject to approval by the membership at the Business Meeting immediately following the appointment.

PARAGRAPH F Any officer missing more than three consecutive meetings without valid reason shall be removed from office. A vote to remove will be taken at the next regular Business Meeting by the membership.

ARTICLE IX DUTIES OF OFFICERS: All officers are to accept their responsibilities in a business-like manner for the good of the USS Bonefish Base of U.S. Submarine Veterans, Inc.

SECTION 1 BASE COMMANDER: The Base Commander shall preside at all meetings of the Base, *and all meetings of the Board of Directors*. He shall conduct all meetings in a business-like manner. The rules contained in the current edition of ROBERT'S RULES OF ORDER NEWLY REVISED, 10TH Edition shall govern the Base in all cases to which they are applicable and in which they are not inconsistent with these By-Laws and any special rules of order the Base may adopt.

PARAGRAPH A He shall appoint all officers and committees not otherwise provided for and shall serve as ex-officio chairman of all committees, with the exception of the Nominations Committee.

PARAGRAPH B He shall be responsible for the contents, publication and distribution of chapter publications, and the Monthly Newsletter.

PARAGRAPH C He shall not vote at any meeting with the exception of breaking a tie vote.

PARAGRAPH D *He shall act as chairman "Ex-Officio" of all committees.*

PARAGRAPH E *He shall oversee the performance of all committees and Base Officers.*

PARAGRAPH F *Appoint all committees, committee chairmen and appointed officers subject to membership approval at the next regularly scheduled business meeting.*

PARAGRAPH G *Represent the Base at all Official Functions.*

PARAGRAPH H *Prepare a "turn over" package for his relief, containing all information and correspondence relative to the office.*

SECTION 2 SENIOR VICE BASE COMMANDER: The Senior Vice Base Commander, in the absence of the Base Commander, shall preside at all meetings and perform such duties as are necessary.

PARAGRAPH A He shall be Chairman of the Building Committee and have the responsibility for having a place for the Base to conduct its meetings.

PARAGRAPH B He shall be responsible for having an effective recruitment program to increase membership.

PARAGRAPH C All programs to increase the Treasury, such as lotteries, etc., shall be under his control to ensure that they are according to all laws and regulations.

PARAGRAPH D He shall be responsible that only members in good standing and bonafide guests are admitted to all meetings.

PARAGRAPH E *He shall assist the Base Commander in the performance of his duties.*

PARAGRAPH F *Perform all duties of the Base Commander should he become incapacitated.*

PARAGRAPH G *Serve as the Membership Chairman of the Base.*

PARAGRAPH H *Prepare a "turn over" package for his relief, containing all information and correspondence relative to the office*

SECTION 3 JUNIOR VICE BASE COMMANDER: The Junior Vice Base Commander, in the absence of the Base Commander or Senior Vice Base Commander, shall perform all their duties which shall include but not be limited to execution of the powers and authority in organization matters, when required.

PARAGRAPH A He shall assume any and all duties and responsibilities as assigned by the Base Commander and serve as Temporary Secretary and or Treasurer in the event they are unable to fulfill their responsibilities as set forth in these By-Laws.

SECTION 4 SECRETARY: The Secretary in the absence of the Base Commander, the Senior Vice Base Commander, and the Junior Vice Base Commander, shall perform their duties as set forth in these By-Laws.

PARAGRAPH A The Secretary shall keep minutes of all meetings and maintain files for reference. copies are to go to the Base Commander and District Commander.

PARAGRAPH B He shall keep a file of all By-Laws and maintain required corrections to same.

PARAGRAPH C He shall keep a file of all outgoing and incoming correspondence.

PARAGRAPH D Sufficient funds will be provided the Secretary to carry out the responsibilities of his office.

PARAGRAPH E *He shall serve as the Newsletter Chairman*

PARAGRAPH F *Serve on the Board of Directors*

PARAGRAPH G *Conduct Base Elections*

PARAGRAPH H *Prepare a “turn over” package for his relief, containing all information and correspondence relative to the office*

SECTION 5 TREASURER: The Treasurer shall be responsible for all funds and securities of the USS Bonefish Base, of U.S. Submarine Veterans, Inc., and deposit such in the name of USS Bonefish Base, U.S. Submarine Veterans, Inc. Such place of deposit must be approved by the Executive Board.

PARAGRAPH A He shall read and submit a signed copy of the monthly financial reports at the Monthly Business and Executive Meetings and place copies on file with the Base Commander and Secretary for inclusion in the minutes of the Monthly Business meeting with subsequent publication in the Newsletter. This report will include, but not be limited to, a detailed accounting of all receipts, expenditures and financial transactions conducted during the previous month.

PARAGRAPH B The Treasurer’s books will be audited annually, during the month of December and prior to being relieved, by an Auditing Committee. This Committee will consist of three active members appointed by the Executive Board. The Executive Board may require any additional audits as deemed necessary.

PARAGRAPH C *He will receive dues paid from the Membership and new members that have been collected by the Membership Committee Chairman and forward to National that portion of the dues required by them in accordance with existing By-Laws. He will maintain membership records on Website.*

PARAGRAPH D All monies received or expended in Base functions will pass through the Treasurer.

PARAGRAPH E *Disburse such monies as may be approved by a majority vote of the members. He may disburse up to \$200 without approval of members when necessary.*

PARAGRAPH F *Maintain the Sailing List from each meeting providing a copy of the list to the Membership Committee and Base Commander.*

PARAGRAPH G *Prepare a “turn over” package for his relief, containing all information and correspondence relative to the office*

ARTICLE X EXPENSES: All elected officers may draw from the Treasury upon proof of expenditure for expenses incurred in the discharge of their duties.

SECTION 1 Expenses will be authorized by the E-Board with budgets stipulated and published for standing committees.

ARTICLE XI EXECUTIVE BOARD: The Executive Board shall consist of all current elected officers and the immediate Past Base Commander, and any and all members who have previously served as a Base Commander, in either Local or National offices.

SECTION 1 A simple majority of the Executive Board shall constitute a quorum. Once a quorum has been established, it cannot be nullified or negated by a member absenting himself.

SECTION 2 The Executive Board will take action on all matters referred to them by the Membership. All other actions are to be considered a recommendation until the minutes are read and accepted at the next general membership meeting.

SECTION 3 All elected members of the Executive Board and the immediate past Base Commander will have one vote each, with the exception of the current Base Commander, who will only vote to break a tie.

ARTICLE XII TRANSACTIONS: There will be absolutely no soliciting, selling or bartering, etc., at any USS Bonefish Base function unless reviewed and authorized by the Executive Board. The Executive Board will not approve any such action unless it is deemed beneficial to the Base.

ARTICLE XIII CHANGE OF BY-LAWS: Any member may submit a typewritten change to these By-Laws to the Executive Board for consideration and recommendation. It will then be read at the next three monthly business meetings. At the third meeting, the membership will then vote to accept or not accept. No change can be withdrawn after the first reading.

ARTICLE XIV AUXILIARY: The Auxiliary shall be known as the “The Ladies Auxiliary” of the USS Bonefish Base of U.S. Submarine Veterans, Inc.

SECTION 1 They may have their own By-Laws, but they shall not conflict with USS Bonefish Base, U.S. Submarine Veterans, Inc. By-Laws.

PARAGRAPH A The counterpart of the Base Commander in the Ladies Auxiliary shall be known as the President and the Vice Commander shall be the Vice President.

PARAGRAPH B Membership will consist of wives or female companions of members in good standing. Any change in marital or companion status may exclude such membership.

ARTICLE XV COMMITTEES: Standing Committees, which by their very nature require continuity; Annual Committees, which shall be reestablished at the start of each elective year; and Special Committees, appointed as necessary by the Base Commander for a specific purpose.

SECTION 1 MEMBERSHIP COMMITTEE: The Membership Committee shall be a Standing Committee and will be chaired by an active member appointed by the Base Commander. The Junior Vice Base Commander, Secretary, and Treasurer will make up the Committee and assist the Chairman with their particular expertise.

PARAGRAPH A The duties of the Membership Committee shall include but not be limited to:
1. Receive applications from new members.

2. Determine eligibility requirements of each applicant.
3. Maintain a permanent record of applications and membership.
4. Provide each new member with a membership packet.
5. Receive monies (dues) from new members and member renewals.
6. Be responsible for maintaining a current list of members
7. Making such financial and Changes in Status
8. Reports as necessary for Local and National notification
- 9. Make contact with each member the week prior to monthly meeting to encourage attendance and check on how everyone is doing.**

SECTION 2 SCHOLARSHIP COMMITTEE: The Scholarship Committee shall be a self-supporting Standing Committee. Annual dues receipts are not to be used to fund the Committee unless certified as “excess funds” at the end of the accounting year. (Fiscal year 1 January YR – 31 December YR)

PARAGRAPH A The Scholarship Committee shall be chaired by a member appointed by the Base Commander and consist of the Senior Vice Base Commander, the Junior Vice Base Commander and such other active members as deemed appropriate.

SECTION 3 NOMINATIONS COMMITTEE: The Nominations Committee shall be a Committee, chaired by an active member appointed by the Base Commander, and shall include active members as deemed necessary, and will include the immediate Past Base Commander.

PARAGRAPH A The duties of the Committee will include:

1. Issue a “Call for Nominations” of eligible candidates for election by publishing said call in the January issue of the Newsletter.
2. Forward names of all eligible nominees to the Secretary to prepare and mail ballots.
3. In those cases where no nominees have been presented, or all candidates have withdrawn, accept names in nomination, of eligible members, from the floor of the Business Meeting.

ARTICLE XVI BASE STOREKEEPER (BSK): The Base Storekeeper (BSK) is an appointed position.

SECTION 1 The BSK purchases generic Submarine memorabilia in volume, thereby relieving the Base of paying premium prices for items purchased. The BSK will shop for the best price and affix at least a 10% “markup” to the nearest dollar on all items in inventory for resale.

PARAGRAPH A All expenditures (Invoices) for resale items will be presented to the E-Board for payment approval/disapproval and forwarded to the Treasurer for payment in the case of approved purchases.

PARAGRAPH B The BSK will keep an accurate inventory of all items in his charge and safeguard as necessary those items, reporting every three months at the Monthly Business Meeting results of transactions in the three months prior. *Reports would be due January for October-December, then in April for January-March, again in July for April-June, and finally in October for July-September.*

PARAGRAPH C *The BSK will maintain records of items purchased and sold, and amounts turned over to the treasurer.*

PARAGRAPH D The BSK will have authority to initiate purchase and/or procurement in cases where immediate action will benefit the Base by reason of discount or price paid, provided he notifies the E-Board of such action within five days of initiation of the action.

PARAGRAPH E *BSK shall build and maintain a catalog of items available, and have the catalog available at each meeting.*

PARAGRAPH F *Prepare a “turn over” package for his relief, containing all information and correspondence relative to the office.*

ARTICLE XVII PARLIAMENTARIAN: The Parliamentarian will be an appointee of the Base Commander.

SECTION 1 The Parliamentarian advises the Base Commander and other officers, committees, and members on matters of parliamentary procedure. His role during a meeting is purely an advisory and consultative one since parliamentary law gives to the chair alone the power to rule on questions of order or to answer parliamentary inquires.

ARTICLE XVIII CHAPLAIN: The Chaplain will be an appointee of the Base Commander.

SECTION 1 He recites or leads invocations and benedictions where such prayers are offered at the opening and or closing of meetings or other events. He will be responsible for appropriate services in the case of member's demise and will appoint an Assistant Chaplain to assist in these matters, and to act as Chaplain in his absence.

SECTION 2 *He shall maintain communication with Base Members that are on the Binnacle List.*

ARTICLE XIX CHIEF OF THE BOAT: The Chief of the Boat will be the immediate previous Base Commander or an appointee as determined by the Base Commander.

SECTION 1 The Chief of the Boat will assist in maintaining order on the floor during meetings and is in charge of physical arrangements of the meeting place. He will assume additional duties and responsibilities as assigned by the Base Commander.

ARTICLE XX NEWSLETTER EDITOR: The Newsletter Editor will be an appointee of the Base Commander.

SECTION 1 The Newsletter Editor will be responsible for publication of the monthly Newsletter of the Base and for E-Mail versions of said document.

SECTION 2 Expense incurred in the performance of publication will be presented to the E-Board for payment authorization and forwarded to the Treasurer for reimbursement.

ARTICLE XXI WEBMASTER: The Webmaster will be an appointee of the Base Commander.

SECTION 1 The Webmaster will be responsible for creation and maintenance of the Base Web Page on the Internet.

SECTION 2 Expense incurred in the performance of creating and maintaining the Web Page will be presented to the E-Board for payment authorization and in turn forwarded to the Treasurer for reimbursement.

October 8, 2011

These By-Laws are accepted and approved, as amended, in accordance with existing National By-Laws by the District Commander.

**Bob Schive
Base Commander, USS Bonfish Base**

Len Heislet
Western Region District 6 Commander