



**Combat Infantrymen's Association, Inc.**  
**("Association")**  
**BY-LAWS – Ver. 05-01-2020**

**ARTICLE I: CHARTERING UNITS, MEMBERSHIP INFORMATION, UNIT REQUIREMENTS**

**1. *Transmittals and Charters.***

- 1.1. To form an Association Company, a member must first contact the office of the National Commander.
- 1.2. The National Commander and Division Commander who would oversee the proposed Company, should they be approved, shall appoint a ProTem Commander of said proposed Company.
- 1.3. The National Commander shall forward an Association Transmittal Form known as a **Blue Card** to the Pro-Tem Commander.
- 1.4. The Pro-Tem Commander shall complete the requirements of the Blue Card and obtain the signature of ten (10) Association members that would comprise a chartered Company and submit said Blue Card to the National Association, Office of the National Commander.
- 1.5. If it has been determined that the aspiring Company has met all requirements of the National Constitution and Bylaws then a Charter shall be issued to the Company.
- 1.6. To evidence such Charter the National Commander and Deputy National Commander will sign the Blue Card, seal it with the National seal and return it to the Company. The National Association will maintain a copy in paper form for no less than seven (7) years and thereafter a permanent digital copy. The Company Commander will then seek to hold elections for Deputy Company Commander and Company Finance Officer. If no candidates are found within one (1) month of the charter being issued, the positions may be appointed by the Company Commander for one (1) term.

**2. *Membership Cards.***

- 2.1. The National Membership Officer or persons designated by the National Membership Officer will supervise the making and mailing of member identification cards to new members and / or stickers to all renewing members as needed. A fee as determined by the National Association shall apply for any member who requests a replacement card.

- 2.2. Membership cards may only be issued by the National Association. The National Association reserves the right to treat any membership cards not issued by the National Association as forgeries and invalid.
- 2.3. No rank will ever be placed on an Association membership card without the express written approval of the National Commander.

### **3. *Records.***

- 3.1. Personal records such as, Military Orders, applications, check copies and similar documents will be maintained, electronically, by the National Association, in paper form, for a period of no less than seven (7) years after a member is approved and thereafter in digital format. Military Form DD 214s shall only be kept for the period of time required to approve the member for membership at which time they will be destroyed or deleted from any electronic files. The Membership Roster shall not contain any records of a sensitive, personal, or confidential nature such as Social Security numbers but may include all relevant contact information. All record keeping shall comply with local, State and Federal laws regarding the storing of confidential information.
- 3.2. No personal information or the Membership Rosters shall be furnished to any individual, group or business for purposes of any type including solicitation, selling, or personal use. All such information shall remain confidential and only be accessed by the National Commander and his or her administrative staff as needed for Association business, to include but not limited to the Membership Officer. Division, State HQ, and Company Commanders will be furnished a roster of their Division, HQ or Company's membership annually or upon request. Under no circumstances shall any Division, HQ, or Company use its Membership Roster for reasons other than Association business as stated in this section 3.2 of Article I.
- 3.3. Commanders and staff must strictly adhere to confidentiality of all Membership information to include, but not limited to, any Membership Roster. Anytime a Membership Roster is furnished to a business or outside vendor for the Association's purposes there shall first be obtained by the officer sending such information a Confidentiality Agreement drafted by a licensed attorney. Disclosure of any confidential information may result in discipline pursuant to the National Constitution and Bylaws.
- 3.4. No Membership Roster shall be furnished to or utilized by members or officers who have left office. Any Membership Roster possessed by a former member or officer must be returned to the National Association or deleted if in electronic version.
- 3.5. Members are not authorized to use any Membership Roster for their personal use.
- 3.6. Anyone having access to a Membership Roster shall be prohibited from bulk mail or email blasts to the general membership for anything other than official Association business as determined at the sole discretion of the National Commander. The National Commander cannot grant permission for any communications that violate the express terms of the Bylaws.
- 3.7. The membership roster may never be sold or offered to a third party for any reason other than to a hired vendor for the purpose of mailing the membership. Any vendor that has

access to this list shall sign a Confidentiality Agreement as drafted by a licensed attorney before being allowed to proceed with the mailing.

- 3.8. Candidates running for office will not be permitted to access the Membership Roster. Any candidate wishing to communicate with all members may only do so by publishing a communication in the Blue Badge or other Association publications that may exist from time to time and as determined by the administration of said publication.

#### **4. *Bank Account Requirements.***

- 4.1. All Divisions, HQs and Companies must: (1) Open and maintain an active legal business bank account under the National's Tax Identification number, (2) Have and maintain a minimum of two signers on their account(s) to insure continued access to those account(s) in the event of the death or departure of one of those signatories and include the National Chief Financial Officer as a third signatory to facilitate recovery of Association funds in the event both signatories are lost or the Division, HQ or Company become dormant or defunct, (3) Report annually to the National Finance Officer all account information detailing current balance, the banking institutions name, location, account number(s), contact information and proof of the National Finance Officer's inclusion on the account signature card(s).
- 4.2. Failure to comply with section 4.1 shall be cause for immediate disciplinary action up to and including revocation of the offending Division, HQ or Company's Charter pursuant to the National Constitution and By-Laws. In the event any subordinate unit of this Association has its Charter revoked, all funds on hand shall be forwarded within 10 business days of the Notice of Revocation to the National Finance Officer in the form of a Certified or Cashier's check. Upon receipt of those funds by National, that unit will be directed to close its' account(s) within 10 business days from that notice and provide proof of such closure to the National Finance Officer.
- 4.3. In the event of the death, loss or change of signatories to any subordinate unit's bank account(s), the National Finance Officer will be notified within 72 hours and provided with the details of the loss or reason(s) for change. A successor signatory shall be assigned and affirmed by the banking institution within 10 business days. Confirmation of this action shall be communicated to the National Finance Officer immediately thereafter.

### **ARTICLE II: Membership and Applications**

#### **1. *Membership.***

- 1.1. Membership in the Association is open to any officer, warrant officer, or enlisted person, without regard to race, color, creed, gender, religion, or national origin, who has received the U.S. Army Combat Infantry Badge, ("CIB").

#### **2. *Membership Application.***

- 2.1. All persons applying for membership in the Association shall provide proof of eligibility by submitting either a copy of the WDGAO 53-55 November 1944, DD 214, DD 214A, DD 215, Form 100, other official document or unit special orders awarding the CIB. The

National Commander may, at their discretion, place any applicant into an existing Support Group while awaiting proof of membership eligibility.

- 2.2. The National Commander shall designate the addresses to which membership applications or renewals may be sent. No applications or renewals will be processed by any person or entity other than the person or entity selected by the National Commander. This individual(s) or entity may be a member, a supervised Support Group member or a nonmember 1099 independent contractor. Private vendors may be utilized for mailing renewal notices, and any other correspondence to members that is necessary to maintain the Association.
- 2.3. New and current members, including Support Group Members, shall be recorded on the National Data Base Membership Roster and their names published in the Blue Badge with no additional information of a personal nature. This shall not be considered a violation of Section 3 of Article I of these Bylaws.

### **3. *Ineligible Membership Applicants.***

- 3.1. Persons not eligible for full membership of the Association may be: (1) Placed into the Support Group at the National Commander's discretion or (2) Their application documents will be destroyed and membership dues returned.
- 3.2. No person convicted of any felony may hold any elected office, or hold any Executive Board position in the Association. The National Commander is authorized to order background checks be performed on any candidate running for an elected office or Executive Board position as needed. This rule applies at every level of the Association.
- 3.3. The National Commander shall have the sole discretion to approve or disprove any membership application on the basis of a felony conviction.

### **4. *Support Group Members.***

- 4.1. The National Commander shall have authority over the Support Group with regard to the requirements for membership to include Businesses as members. Any Support Group shall be responsible for its own organization and management structure but in no event shall any Support Groups be in conflict with the National Association's Constitution & Bylaws.
- 4.2. The National Commander may appoint Support Group members to various offices for the purpose of helping the Association conduct administrative or other business activities. The National Commander may appoint one Support Group member to the Executive Board as a voting member.
- 4.3. Division and Company Commanders may also allow Support Group members on their Boards, or to help run their unit.

### **5. *Honor Roll Membership.***

- 5.1. Any member may submit a written proposal to the National Association requesting to place names of members of the Association on the Association Honor Roll located at the



North Carolina Monument. The Executive Board must approve any proposals for honor roll by a two thirds (2/3) vote of a quorum vote.

- 5.2. This section 5 of Article II shall apply to any future Association owned or controlled monuments.

## **6. Free Membership.**

- 6.1. A complimentary one (1) year membership in the Association may be granted to CIB holders having earned the CIB for involvement in the War on Terror upon application and proof of eligibility. The War on Terror includes any combat duty from September 11, 2001, to present day in Iraq, Afghanistan, or Syria.
- 6.2. A Free Membership is available to US Army soldiers who received the Medal of Honor, the CIB and had an Infantry MOS.
- 6.3. Members or applicants attaining the age of eighty-five (85) shall be given a free life membership.

## **7. Membership Forms**

- 7.1. The National Commander shall promulgate the Membership application form from time to time in his or her sole discretion and shall make such form readily available and shall make said form to be published in the Blue Badge as well as the Association website.

# **ARTICLE III: ORGANIZATION AND GOVERNMENT**

## **1. Organization.**

- 1.1 The National Commander shall have the sole authority to specify or modify the duties of all positions within the Association.
- 1.2 The National Commander shall appoint the following Officers: two Trustees, a Senior Trustee and a Junior Trustee; Deputy National Commander; National Chief of Staff; National Finance Officer; National Judge Advocate; National Forms Compliance Officer; National Chaplain; National Membership Officer; National Quartermaster; Blue Badge Editor. All officers (whether at National, Division, HQ or Company level) must be CIB recipients except the Support Group Member Officer, Judge Advocate and Blue Badge Editor. The need for a licensed attorney or experienced editor may become exceedingly more difficult if limited to CIB Recipients..
- 1.3 The National Association Executive Board shall be comprised as follows:

<b>EXECUTIVE BOARD (VOTING BOARD)</b>
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<p><b>National Commander</b> <b>Deputy National Commander</b> <b>National Chief of Staff</b> <b>National Finance Officer</b> <b>National Business Officer</b> <b>National Forms Compliance Officer</b> <b>National Membership Officer</b> <b>Immediate Past National Commander</b> <b>Senior Trustee</b> <b>Junior Trustee</b> <b>Support Group Member Officer</b></p>
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- 1.4 National Forms Compliance Officer: This officer shall work with the National Commander to ensure that all forms, used throughout the Association at all levels are standard and approved for use by the National Commander and the appointed Forms Control Officer.
- 1.5 Trustees: The Senior Trustee with support from the Junior Trustee shall be responsible for any and all elections as well as voting tally at Executive Board meetings and shall further oversee the financial operations of the Association.
- 1.6 The National Finance Officer: Shall be responsible for the day to day financial operations of the Association with oversight being provided from the Senior Trustee.
- 1.7 Judge Advocate: Shall advise the Association on all legal matters. The Judge Advocate must be a licensed attorney in a BAR within the United States of America, have no disciplinary history and be in good standing and an active member.
- 1.8 The Organizational chart for Division and HQ shall be as follows:

<b>DIVISION &amp; HQ</b>
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<p><b>Commander</b> <b>Deputy Commander</b> <b>Treasurer</b> <b>Finance Officer</b> <b>Adjutant</b> <b>Chaplain</b> <b>Other Officers as unit needs arise shall be assigned</b></p>
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- 1.9 The Commander, Deputy Commander, and Treasurer and Finance Officer shall be elected by the respective Division or HQ members at large pursuant to Division or HQ Constitution and Bylaws in existence.
- 1.10 All other officers within Divisions and HQs shall be appointed by the respective Commander.
- 1.11 Officer positions may be varied in accordance with the needs of the unit. Each Commander at all levels may appoint other officers as needed for the effective management of the organization of each unit. Any Officer appointed by the Commander may be terminated by the Commander at any time.
- 1.12 Divisions, HQs and Companies not active for one (1) year or found not to be in compliance with the Constitution and Bylaws as determined by vote of the Executive Board shall be deactivated.
- 1.13 With Regards to Division, HQ and Company levels:
  - 1.13.1 No organizational document or method or procedure shall conflict with the National Bylaws & Constitution. Companies will report to the Chartered HQ or Division as required pursuant to these bylaws. Companies shall recognize the Division as the command unit unless no Division is assigned to their area.
  - 1.13.2 One Employer Identification Number (EIN) will be utilized for all Units. This EIN shall be the National EIN. Units will submit all dues and National fundraising funds to the National Association. The National Association will determine if an individual Unit is in compliance with the requirements of these Bylaws for continuation of a charter.
  - 1.13.3 Each Division will require financial solvency and compliance with IRS 501-C requirements for every Unit within the Division.
  - 1.13.4 Each Division will have a system in place for the active recruitment of new members. The National Commander shall have at his discretion, the ability to move an entire Division or Company unit to a new Division or Company unit should that unit fail and or disband. The National Commander shall also have the ability to bulk transfer members that reside in a state other than the one they have been assigned to or that have been assigned to National, before the existence of a new Unit within the state those members live in.
  - 1.13.5 Each Division will submit a membership, finance and 501-c activity report annually to the National Finance Officer. The time of submission for this report may vary based on the dates of required tax filing. Currently the fiscal year is October 1 through September 30. Submission should be no later than December 31.

## **2. Government.**

- 2.1 National Association shall maintain a Directors and Officers liability policy and if cost prohibitive, as determined by the National Commander, at a minimum a general business liability insurance policy.

- 2.2 The Association shall be governed by one (1) elected National Commander and the Executive Board. The National Commander shall be elected by the Membership at large every two years.
- 2.3 National Headquarters will always supersede the Division Headquarters in rank and authority.
- 2.4 All members of the Executive Board shall have full voting powers. Unless otherwise denoted within the Constitution & Bylaws all Executive Board actions require a majority vote of a quorum. A quorum shall consist of a majority of the Executive Board.

### **3 Conventions / Annual Meeting / Other Events.**

- 3.1 The Executive Board shall meet no less than annually at a National Meeting of the Members. The National Commander shall be elected at the Annual meeting. The Outgoing Executive Board shall have its final meeting and the incoming Executive Board shall have its first meeting at the Annual Meeting.
- 3.2 The National Commander and/or Senior Trustee may elect to reimburse any Board member that is required to attend the Annual Meeting for a certain amount of travel and room expenses required for each event. There will be a limit placed on this reimbursement. The current limit is five hundred dollars (\$500). The Board Member must submit a receipt for travel or board with expenses of up to \$500 to the National Finance Officer following the completion of the meeting. The National Finance Officer shall then reimburse the Board member for their expenses.
- 3.3 The Executive Board shall form an Annual Meeting Committee to coordinate said annual Meeting of the Members.
- 3.4 The Annual Meeting Committee shall select convention sites with final approval coming from a vote of the Executive Board. A survey will be placed in the Blue Badge to seek membership input.
- 3.5 The Annual Meeting may be held by electronic means if the Annual Meeting Committee with approval from the Executive Board determines it is not practical to host a physical Annual Meeting.
- 3.6 It is recognized that a tradition for honoring the "Unknown Soldier" at the Arlington National Cemetery on Veterans Day week requires that the National Commander coordinate annually for the continuance of this honorable tradition. The annual budget shall always include a line item for funding a minimum of two members and no more than three members to attend the ceremony and present the Association wreath. Reimbursed expense will be two nights of lodging and an amount of travel reimbursement to be determined by the National Commander annually. All anticipated travel expenses must be submitted to the National Finance Officer for approval and then receipts and an expense report submitted to the Finance Office upon completion of the event. The National Finance Officer will then reimburse those members that attended the event.



#### **4. National Elections.**

- 4.1 National Commander shall be the only elected position in the Association for National Officers.
- 4.2 Any member in good standing may nominate a candidate of their choice in writing and submit it to the National Association. This nomination shall be mailed in writing or by email to the present National Commander before March 31 of the election year. The National Commander shall forward all nominations to the Executive Board. There shall be no write in candidates. Any nominations received after March 31 shall not be considered.
- 4.3 The National Commander is eligible for re-election as National Commander on a continuous basis. The Executive Board may by a two thirds (2/3) vote bar the current National Commander from running for a consecutive election (otherwise known as re-election) as National Commander. The Executive Board may not prohibit a Past National Commander from running again if there has been an intervening National Commander since the Past Commander's last term in office.
- 4.4 If there are not any candidates choosing to run for the office of National Commander or a National Commander vacates office, the Executive Board shall appoint an Interim Commanding Officer. The Board of Directors by majority vote may dispense with an interim Commander Election and authorize a newly appointed Commander a full two-year term. If multiple members are under consideration the Executive Board members will vote and the member receiving the most votes shall be the Interim Commanding Officer. The Interim Commanding Officer shall remain as the Interim Commanding Officer until the next scheduled election. The Interim Commanding Officer may run for office as the Commanding Officer.
- 4.5 After the conclusion of the election of the National Commander and a change of command ceremony, if any, there shall be a thirty (30) day period for any necessary administrative transfer of operations and finances. All files, either electronic or paper, all login and passcodes, checkbook, seals and any stored documents, the master National Commander email account, and bank account signature changes on all accounts will take place unless the outgoing National Commander is voluntarily retained in a financial capacity requiring his or her signature.
- 4.6 The new National Commander must obtain signing authorization on all bank accounts and apply for a new debit card in his or her name along with the Association name. The data on the debit card shall be furnished to the Finance Officer for safekeeping and future use.
- 4.7 A member running for office may be disqualified by vote of the Executive Board for running a fraudulent or unethical campaign that does not meet standards of the Association. Any actions that violate the bylaws or are illegal are presumed to be grounds for disqualification. To disqualify a candidate, a motion must be made by a voting board member. The Executive Board may dismiss the motion or present formal charges against the candidate. The Executive Board shall examine the evidence before voting to suspend this individual from the election. Such charged member will be given the opportunity to

defend his or her actions to the Executive Board. After an individual has been given the opportunity to respond and defend themselves to the Executive Board a vote shall be taken. At least two thirds (2/3) of the Executive Board Members must vote in favor of disqualification in order for the individual to be disqualified. A candidate may be disqualified at any point during the campaign. Any member disqualified from the election is not eligible to be an Officer or Executive Board Member of the Association for a period not to exceed the then elected Commander's term for which the person was disqualified from running.

- 4.8 The Senior Trustee shall have the authority to open any ballots submitted by deceased members who were deceased prior to a vote, for purposes of determining voter fraud. Any such ballots will not be counted. Prior to the vote count for the National Commander election, the Senior Trustee shall create a spreadsheet member eligibility form that cross checks all received ballots against the current membership roster. Each ballot must be cross checked against this form to ensure that only current members are voting and that no member votes more than once.
- 4.9 National Association will send a ballot to the Members prior to the election. Only these ballots will be valid. These ballots will contain a signature block that must be signed by member in order to be a valid ballot. Also the National Association will supply a return mail envelope with the word ballot printed on lower left side of envelope and the words must enter return address here on the upper left side of the envelope.
- 4.10 Ballots shall be shipped to the convention using an overnight carrier. Ballots shall be insured for six thousand dollars (\$6,000.00) or any other amount as voted upon by the Executive Board.
- 4.11 Any opened, invalid, fraudulent or questionable ballots shall be sent along with the valid ballots to the voting committee at the annual reunion. The Senior Trustee shall comprise a report prior to the tally of the votes for review and vote by the Executive Board as to the status of all ballots valid and invalid.
- 4.12 No Proxy voting. One member, one vote, by that member only. No member may utilize a representative to vote on their behalf.
- 4.13 Postmark on Ballot envelope must be from the same state as what is listed on the official membership roster.
- 4.14 Only sealed envelopes will be counted, unless ballots are mistakenly opened. If ballots are mistakenly opened the Senior Trustee's report shall state such.
- 4.15 Duplicate ballots are not acceptable. Voting more than once by the same member will disqualify all votes from that member.
- 4.16 The ballot return envelope shall have the words "Ballot Only" preprinted in the lower left corner.
- 4.17 The Senior Trustee, Junior Trustee shall, with the help of no less than three (3) appointed members by vote of the Executive Board, secretly count the ballots. Persons running for office cannot participate in counting the ballots.

- 4.18 The Senior Trustee or in his or her absence Junior Trustee shall be fully in charge of the election process

## **5. Reports.**

- 5.1 The National Finance Officer will submit a bi-annual financial statement to the Trustees. The National Finance Officer shall file the annual IRS non-profit status tax report and any other tax required documents, local, state or federal.
- 5.2 Each Division will submit the annual report requested by the National Commander and Finance Officer by the date requested. Not submitting this report is a valid reason for the National Commander and the Executive Board to disband any such Unit and confiscate all existing bank accounts.

## **6. Duties.**

- 6.1 The Commanding Officer of any and all Units will preside over all meetings of his or her Unit, and be responsible for forwarding all required reports to the National Association. This includes all tax and/or informative reports required by law or by the National Association. The Commanding Officer will at each meeting call for the rendition to the flag of our country and the chaplain will follow with prayer. The Commanding Officer will perform all functions necessary in accordance with the Bylaws and Constitution to ensure that the Unit operates as required. The Commanding Officer will conduct all meetings in accordance with Robert's Rules of Order Newly Revised.
- 6.2 The Unit Finance Officer shall be responsible for collecting all necessary financial information needed to present to the National Finance Officer who in turn ensures the Association's tax accountant receives such information for tax filing by December 31.
- 6.3 The National Finance Officer and the Senior Trustee shall both be responsible for verifying annually that all required insurance policies are in force and have adequate limits of protection.
- 6.4 The National Commander and the Finance Officer shall be responsible for ensuring all Units in states that require online annual updates of nonprofit status are updated with the Attorney General or Secretary of State, as required.
- 6.5 The Association will maintain a Drop-box (dropbox.com) Folder (Electronic File Cabinet) or other cloud-based system of electronic storage for selected Officers and Administrative personnel. Viewing Authority shall be as follows with the National Commander permitted to include others as he sees fit:

### **6.5.1 Ability to View & Update the file:**

- 6.5.1.1 National Commander.
- 6.5.1.2 National Commander. Admin Staff – Entire Folder
- 6.5.1.3 Senior Trustee

6.5.2 Ability to only View the file:

- 6.5.2.1 National Chief Of Staff – All Folders Including Roster
- 6.5.2.2 National Membership Officer – Daily Scans & Roster
- 6.5.2.3 National Finance Officer - All Finance & Banking Folders
- 6.5.2.4 National Business Officer – All Finance & Banking Folders

- 6.6 Online Bank Account Rights – the Association will allow access to the online bank account to the following, with the National Commander able to assign others as he sees fit. Under no circumstances will Non Officers or assigned personnel have access to the checking account:

6.6.1 Ability to View & Authorize Payment:

- 6.6.1.1 National Commander.
- 6.6.1.2 Senior Trustee
- 6.6.1.3 National Finance Officer

6.6.2 Ability to View Only With Ability To See Past History & Statements :

- 6.6.2.1 National Chief Of Staff
- 6.6.2.2 All Executive Board Members
- 6.6.2.3 Division Commanders

- 6.7 The Association will provide the National Commander with the use of a cell phone with a voice mail account, tablet, and G-mail account to conduct business.

- 6.8 An Association newsletter, the Blue Badge, shall be published and distributed to the membership at times decided upon by the Executive Board.

- 6.8.1 The National Commander shall appoint a Blue Badge Editor.

- 6.8.2 No Members are entitled to receive a free hard copy version of the Blue Badge unless voted as such by the Executive Board. The Blue Badge Editor may set the price with a voting approval by the Executive Board. The Executive Board may by vote suspend at anytime hard copy prints of the Blue Badge.

- 6.8.3 The Blue Bade Editor shall create methods to ensure all members have the ability to view the Blue Badge.

- 6.8.4 The Blue Badge editor shall assemble the Blue Badge with all of the necessary items that must be contained in each issue in accordance with the bylaws in addition to interest stories and pictures submitted by members or others. Before



printing the Blue Badge, the National Commander must review the proposed final copy of the Blue Badge for his input prior to printing. If the Blue Badge Editor and National Commander disagree regarding the contents of the Blue Badge, the National Commander shall have the final say.

6.8.5 The Blue Badge shall contain a listing of all unit commanders and Executive Board members, a listing of the recently deceased members, and information about the annual reunion, in addition to other items of the editors choosing.

6.8.5.1 The January issue shall contain a budget for the current year as well as a profit and loss statement for the previous year.

6.8.5.2 The July issue shall contain a profit and loss statement for the year to date through at least the month of May.

## **7. *Censure and Punishment.***

- 7.1 Any Executive Board Member or member refusing to properly perform their duties or abide by the constitution and by laws may be punished pursuant to Section 7 (Section 7.2 outlines punishment.)
- 7.2 The available punishments for Executive Board Members are: formal reprimand, suspension from office, removal from office, and removal as a member of the Association.
- 7.3 The available punishments for members who are not on the Executive Board are: formal reprimand, suspension from membership of the Association, and removal as a member of the Association.
- 7.4 In order to initiate the disciplinary process a member must present a formal complaint to the Executive Board. The Executive Board may review the complaint and bring charges against the Member.
- 7.5 To bring formal charges against a Member of the Executive Board another Member of the Executive Board must bring forth the Complaint. Any member may force a complaint against an Executive Board Member if a Majority of the Membership at large sign a petition circulated by any member.
- 7.6 To bring formal charges against a member, the Executive Board must notify the member of the charges. The member shall have at least two (2) weeks to respond to the charges in writing or appear in person before the Executive Board if the charged member submits a demand for a hearing in writing within those two (2) weeks. If such demand is made an oral hearing must be had within thirty (30) days.
- 7.7 Upon hearing from the charged member, the Executive Board shall take a vote on whether to punish the member. At least two thirds (2/3) of a quorum of the Executive Board must vote in favor of punishment in order to punish the charged member.
- 7.8 If a two thirds (2/3) vote of the Executive Board is not had in favor of punishment, the charges against the charged member will be dismissed.

- 7.9 If two thirds (2/3) of the Executive Board vote in favor of punishment then the Executive Board will vote again to determine the punishment. Whichever option receives the most votes will be imposed upon the member forthwith. In the event of a tie the least severe sanction shall be imposed forthwith.
- 7.10 If a formal reprimand is imposed the convicted member will receive a formal reprimand in writing and be notified that they may be subject to further punishments if they fail to comply with the reprimand. Said formal Reprimand shall be published in the Blue Badge.
- 7.11 It is recognized that a certain standard of conduct is expected from all Members.
- 7.12 If the National Commander and Senior Trustee agree, the Association may retain legal counsel.
- 7.13 The National Commander and the Data Base Manager shall remove members from the membership database after member has been removed from the Association. Only the National Commander and the National Data Base Manager may remove members from the data base
- 7.14 Upon removal of an Executive Board Member the National Commander will appoint a replacement forthwith.

#### **ARTICLE IV: UNIFORM**

##### **1. Commander Dress Uniform.**

- a. The recommended Commander's uniform for formal events shall consist of his proper military uniform or appropriate civilian attire.

##### **2. Work Uniform.**

- a. The recommended work duty uniform of the Combat Infantrymen's Association shall consist of:
- i. Black or white approved ball cap with the Association logo
  - ii. Black or white approved polo shirt with the Association logo on left breast
  - iii. Black dress trousers with black belt
  - iv. Black shoes and socks

#### **ARTICLE V: FINANCE**

##### **1. Revenues.**

- 1.1 Revenues for the Association shall be derived from membership dues, fundraising, donations and such other sources as may be approved by the Executive Board.

## **2. Income.**

- 2.1 All sources of income for the Association must be kept within the guidelines prescribed by the Internal Revenue Service for non-profit organizations.

## **3. Compensation.**

- 3.1 All officer positions other than the National Judge Advocate are voluntary. No other member or Officer of the Association may draw any compensation for position services rendered to the Association other than normal reimbursement for expenses incurred doing Association work. Meals for Officers or members are not compensated.

## **4. Purchases.**

- 4.1 The National Commander, Senior Trustee or Finance Officer regardless of the amount or type of purchase must approve all national purchases and expenses. No Officer from any Division, unit or the Executive Board (other than the 3 named above) may bypass this rule and purchase directly from any vendor when such purchase is to be paid from the National bank account. Divisions or units when paying from their own accounts do not need such approval. The official Quartermaster Officer may be granted privilege by any of the three named Officers above to purchase inventory as needed however any purchase more than \$500.00 in a month must be preapproved in writing (email) from one of the three authorized Officers.

## **5. Dues.**

- 5.1 The Executive Board may at anytime by a two-thirds (2/3) vote raise the dues for membership.
- 5.2 Regular member (CIB Recipient) annual dues shall be thirty dollars (\$30.00) per year including, electronic dues payments and shall be for one (1) calendar year effective immediately.
- 5.3 Renewal notices shall be mailed after March of each year but no later than July. Notices shall contain a return mail envelope with the pre-printed word "DUES" on the bottom left side of the envelope. The notification letter shall explain to members any necessary procedures to take if they are in disagreement with such notice or if they have already paid their dues.
- 5.4 A dues renewal reminder shall be sent to any member who has failed to pay their dues by June 1<sup>st</sup>. A second reminder shall be sent to all remaining members who have yet failed to pay by September 1.
- 5.5 The National Commander will have the authority to assist members for hardship purposes in dues payments. This shall never be posted or written on any renewal notice or any letter to members.
- 5.6 Renewal notices mailed to members who joined the previous year may be extended to allow for a full year prior to being listed as expired.

- 5.7 It is recognized that the issuance of cards is an incurred cost. The National Commander shall review this procedure from time to time in order to maintain low cost. Currently only a new member and any current member who pays lifetime dues payments in full will receive a new membership card. All renewing members will receive an official renewal sticker attached to their renewal receipt letter that should be affixed to the back of their membership card.
- 5.8 The membership database manager shall not list members as expired until at least 30 days following the mailing of the last renewal post card.
- 5.9 Life membership dues shall be as follows:
- 5.9.1 Age 70 and older. A lump-sum payment of four-hundred dollars (\$400.00) may be made to receive a lifetime membership.
- 5.10 All annual dues will be paid to the Combat Infantrymen's Association and mailed to the address of record and will be deposited into National bank account.
- 5.11 Any unit officer who sends in dues payments on behalf of their members (using only authorized renewal applications and forms and payment from the member themselves) must submit the member's entire dues payment. They may no longer deposit those dues payment into their local Association bank account and then send 50% to National as was done in the past. All dues will go to National and be distributed pursuant to the bylaws.
- 5.12 Dues splits payments will be made by the National Finance Officer by the end of December each year. No dues payments will be made to any Division that has not furnished their required annual financial statement to the National Finance Officer by the required due date. The membership dues shall be split as follows:
- 5.12.1 - 50% of annual dues payments to National Headquarters;
- 5.12.2 - 50% of annual dues payments to the member's Company or Division unless member is at large;
- 5.12.3 - 75% of lifetime payments to National Headquarters;
- 5.12.4 - 25% of lifetime payments to member's Company or Division unless the member is at large.
- 5.13 Support Group Member dues payments shall be as follows:
- 5.13.1 Individual Support member - twenty dollars (\$20.00) per year.
- 5.13.2 Business Support member – Levels:
- 5.13.2.1 Bronze Member – one-hundred dollars (\$100.00) per year and receives an Association certificate suitable for framing;
- 5.13.2.2 Silver Member – two-hundred dollars (\$200.00) per year and receives an Association plaque and the name of the business will be placed in our Blue Badge newsletter;



**MINUTES OF THE BOARD OF DIRECTORS AND MEMBERSHIP MEETING FOR 2018**

**(2) Earl Kennedy – (Executive Board Member) made a motion, seconded by Larry Eckard – (Executive Board Member) for the following Bylaws change:**

**"The Executive Board shall be given emergency authority to appoint a National Commander to fill an unexpected vacancy for the completion of the term or office. The appointed National Commander shall additionally complete the succeeding two year term dispensing with any scheduled upcoming elections."  
(Motion Passed unanimously)"**

*Where in Bylaws  
original minutes ?*