

# **USCGC INGHAM ASSOCIATION, INC.**

## **PREAMBLE**

Being mindful of the traditions, duties and purposes of the United States Coast Guard, our duty to uphold and defend the Constitution of the United States and believing that through social association and mutual acquaintance we may further perpetuate the memory of our fallen comrades, assist their widows and orphans, assist honorably discharged or retired Coast Guard Veterans of the 327-foot Secretary Class Cutters USCGC INGHAM, and sister ships, USCGC BIBB, USCGC CAMPBELL, USCGC DUANE, USCGC HAMILTON, USCGC SPENCER and USCGC TANEY, promote and enhance the image and posture of the United States Coast Guard, therefore we do associate ourselves together and declare the following Articles to be the Constitution and By-Laws of the **USCGC INGHAM Association, Incorporated.**

## **CONSTITUTION**

We, past and present Officers and Enlisted members of the United States Coast Guard, believing in our right to form an association consistent with the precepts outlined in the Preamble above, do hereby, declare the formation of such an association to be known as the "USCGC INGHAM Association, Inc."

## **BY-LAWS**

### **ARTICLE I ORGANIZATION:**

This association formed under the authority of the foregoing constitution will be organized as provided hereinafter:

(a) **NAME:** The Association shall be called the "USCGC INGHAM Association, Inc." hereinafter referred to as the "**Association.**"

(b) **HEADQUARTERS:** There is no permanent Headquarters. The current Headquarters shall rotate to such place as the elected President shall reside or designate.

(c) **ASSOCIATION OFFICERS:** The Association shall be governed by a President, Vice President, Secretary, Corresponding Secretary, Treasurer, Historian and a Board of Directors consisting of seven members.

(d) **TERM OF OFFICE:** Officers shall be nominated and elected by a "show of hands" at each regular reunion of the members. Officers may serve successive terms in the same office. The term of office of the elected officers shall commence on January 1 following the reunion at which time such officers are elected or re-elected and shall be for a period of two years, or until the following reunion when that reunion would be held after the two year term would expire, except for the Board of Directors: In the event of a vacancy caused by resignation, illness, death or removal for "cause," a replacement shall be appointed by the President to complete the term of that member.

(e) **PURPOSE:** The primary purpose of this Association shall be to foster good fellowship, social activities, support within the limits available and approved by the Board of Directors, the decommissioned Coast Guard Cutter, USCGC INGHAM, now the U.S. COAST GUARD CUTTER INGHAM (WHEC-35) Maritime Museum & National Historic Landmark, Key West, Florida and to accomplish the programs as outlined in the Preamble, particularly as to recognition of the 327- foot Secretary Class Cutters.

## **ARTICLE II MEMBERSHIP:**

(a) **Regular Voting Membership** in this Association shall be limited to:

(1) Active duty, retired and honorably discharged personnel of the United States Coast Guard who have served aboard the USCGC INGHAM or any of her sister ships of the 327-foot Secretary Class; or any combat veterans who has served in the United States Coast Guard.

(2) Personnel of other U.S. Armed Forces who served aboard USCGC INGHAM or her sister ships, and personnel of the United States Public Health Service who have served aboard USCGC INGHAM or her sister ships.

(3) The widow and/or adult descendants of a member from (1) or (2) above are eligible for Regular Voting Membership, a limit of two (2) voting members per family, subject to dues as specified in Article III.

(b) **Non-Voting Associate Membership** in this Association shall be available as follows and occurring after September 29, 2018.

(1) The widow or widower of persons listed in Article II (a)(1) and (2) shall be entitled upon application, to dues-free, non-voting membership.

(2) The Commandant of the United States Coast Guard, if not otherwise eligible, shall be recognized as an Honorary, dues-free, non-voting member as well as those individuals nominated to hold this classification due to their significant contribution to the preservation of the Cutter INGHAM and/or her history.

(3) Employees of the United States Departments of Commerce or Interior who served as Weather Observers ("Weather Birds") aboard USCGC INGHAM or her sister ships shall be entitled, upon application, to non-voting Associate Membership subject to dues as specified in Article III.

(4) Any person who has ever sailed aboard USCGC INGHAM as a member of the ship's company shall be entitled, upon application, to non-voting Associate Membership, subject to dues as specified in article III.

(5) Direct descendants of members from Article II (a)(1)or(2) are eligible, upon application, for Non-Voting Membership, subject to dues as specified in Article III.

(6) Friends of the USCGC INGHAM who desire to contribute to the preservation of the Cutter INGHAM and/or her history are eligible, upon application, for Non-Voting Membership, subject to dues as specified in Article III.

**ARTICLE III DUES AND LIFE MEMBERSHIP:**

(a) Dues shall be twenty-five dollars (\$25.00) per year, except that for active duty members of the United States Coast Guard and Associate members, it shall be fifteen dollars (\$15.00) per year.

(b) Dues are considered due and payable January 1 (New Years Day) of each calendar year. Members in arrears shall be notified of their dues being overdue by way of the **Association's** newsletter. Members not responding to an overdue notice may be dropped from the active member rolls. Any member dropped from the active rolls may be reinstated by submitting the necessary dues and application.

(c) Life Membership shall be three hundred dollars (\$300.00) for members under 55 years of age; two hundred dollars (\$200.00) for ages 55 through 64; one hundred fifty dollars (\$150.00) for ages 65 through 68; and one hundred dollars (\$100.00) for ages 69 and over.

**ARTICLE IV OFFICERS:**

All Officers and Directors of this **Association** named in Article (1)c shall serve without compensation and all are vested with authority and charged to perform duties as follows:

(a) **PRESIDENT:** has overall responsibility for conducting the official business of the Association. It shall be his/her duty to give careful attention to the work of the **Association** and carry into effect the policies determined by the majority of the membership. He/she shall:

- (1) Call meetings/reunions at such time and place as the Board of Directors determines necessary; and preside at and determine the order of business at such meetings/reunions.
- (2) Have authority to direct the functions of the committees appointed by him/her.
- (3) Review and sign newsletters to the membership.
- (4) Make commitments and expenditures within the limitations prescribed by the By-Laws.
- (5) Authorize by co-signature all checks signed by the Treasurer exceeding the amount of one thousand dollars (\$1000.00).
- (6) The fiscal records of the **Association** shall be audited by a committee appointed by the President at least every other year, or more frequently when ordered by the President. A written report on the outcome of the audit will be submitted by the Chairperson of the Audit committee to the President and read at the next regular meeting for acceptance by the membership.

(b) **VICE PRESIDENT** shall:

- (1) Conduct the business of the **Association** in the absence of the President.
- (2) Assume the office of President should the office become vacant for any reason.

(c) **BOARD OF DIRECTORS:**

- (1) The Board shall consist of not less than seven (7) members. Elected Board members shall serve a term of six (6) years.
- (2) The immediate Past President of the **Association** shall be seated as Chairperson of the Board and shall be replaced by the next immediate Past President.
- (3) The Board shall direct the President as to the frequency and location of the reunions.
- (4) The Board of Directors shall meet at the discretion of the Chairperson. These meetings may be person to person, via telephone conference or by correspondence.

(d) **SECRETARY** shall:

- (1) Assist the President in conducting official business.
- (2) Give notice to the membership of the time and place for holding reunions.
- (3) Maintain all Association files and records other than fiscal.

(e) **CORRESPONDING SECRETARY** shall:

- (1) Assist the President in handling special correspondence to bereaved families of deceased members.
- (2) Prepare memorial notices of members for publication in the **Association** newsletter.
- (3) Compose for media release all public relations information regarding the Association and USCGC INGHAM.

(f) **HISTORIAN** shall:

- (1) Prepare a narrative account of the **Association's** activities during his/her term of office that, upon approval of the assembled membership in biennial meeting, becomes the **Association's** official history.

(g) **TREASURER** shall:

- (1) Maintain all **Association** fiscal records.
- (2) Receive all monies payable to the **Association**, insuring that these funds are deposited into the Association's authorized account at the earliest reasonable time.
- (3) Prepare all drafts against the **Association** funds for settling **Association** debts; as authorized by the President and in accordance with these By-Laws.

## **ARTICLE V APPOINTEES**

During the biennial reunion, upon recommendation of the President, the membership may appoint one member from the **Association** as an Ambassador at Large and one member as a Liaison Officer. Either one may further be designated as the **Association's** representative to the U.S. COAST GUARD CUTTER INGHAM (WHEC-35) Maritime Museum & National Historic Landmark, Key West, Florida on matters relating to museum exhibits aboard the USCGC INGHAM. The duties of such appointees will be as directed by the President.

## **ARTICLE VI COMMITTEES**

(a) Standing and ad hoc committees shall be appointed by the President, but shall not exceed the tenure of the President's term of office.

(b) The Chairperson of all committees shall be designated by the President. The Chairperson shall appoint members to serve on his/her committee.

## **ARTICLE VII VOTING**

Voting members, as defined in ARTICLE II(a)(1)(2) & (3), in attendance at properly assembled Association reunion, shall be eligible to vote on matters limited to **Association** business. Proxy voting is permitted, providing the intent of the member is clear.

## **ARTICLE VIII BY-LAWS**

(a) Amendments: Amendments may be made either at a designated reunion or by mail ballot of the general membership.

(b) Changes: Changes to the By-Laws shall be by written ballot, with a simple majority required for ratification. A change is defined as any alteration that materially affects the intent and/or meaning of the Article being considered.

(c) Addition: Additional Articles will be ratified by floor vote at the regular reunion.

(d) Corrections: Corrections to the By-Laws that change neither the meaning nor the intent of Article under consideration will be determined by the **Association** officers. Notice of such correction will be presented at the next regular **Association** reunion or by newsletter. Two thirds of the membership present at a properly assembled reunion may overrule a correction on the grounds that the correction presented does not meet the definition as stated herein.

**Revised: September 29, 2018**