ADJUTANT GENERAL'S CORPS
REGIMENTAL ASSOCIATION (AGCRA)
POST OFFICE BOX 10026
FORT JACKSON, SC 29207-0026

BYLAWS

BYLAW I. GEOGRAPHICAL AREA

The Association shall be worldwide in scope and membership with headquarters offices at Fort Jackson, South Carolina.

BYLAW II. MEMBERSHIP

Section 1. Eligibility. Any person interested in the aims, objectives, and purposes of the Association, as set forth in the Articles of Incorporation, the Constitution, and these Bylaws, is eligible to apply for membership in the Association. Membership is subject to the conditions prescribed in these Bylaws, unless application for such membership shall be disapproved by the National Executive Council. Corporate memberships in the Association may be approved by the National Executive Council for business organizations and other entities who demonstrate continued support for the United States Army, Adjutant General's (AG) Corps, or the Association.

Section 2. Categories. Individual membership in the Association shall be of three types: Active, Honorary and Lifetime.

a. Active Members are defined as active or retired Adjutant General's Corps or Human Resources Soldiers to include Functional Area 43 Officers, Enlisted NCOs and Soldiers reclassified as 42 series, of the Active Army force, Army National Guard, or Army Reserve; Federal Civilian employees affiliated with the Army's Human Resources community; spouses, widows, or widowers of Active Members, Soldiers and Federal Civilian employees; Soldiers of other allied nations with a close affinity to the AG Corps or Association; and such other persons as may be approved by the National Executive Council.

b. Honorary Membership is a right bestowed by the National Executive Council to individuals who hold significant positions within the Armed Forces, federal or state government or civilian sector and further the objectives and purposes of the Association.

c. Lifetime Members are defined as persons from the Active category who apply for and are granted such Lifetime status after payment of a one time single level of dues, prorated according to rank or federal earnings, and the fulfillment of other obligations and requirements as might be established by the National Executive Council.
Section 3. Privileges. Membership privileges shall be defined by categories of membership.

   a. Active and Lifetime Members may participate in Association activities, vote in elections called for by the National Executive Council, hold Association office, and receive official Association publications.

   b. Honorary, and Corporate Members may participate in Association activities and receive official publications, but may not vote or hold office.

Section 4. Term of Membership. Membership shall remain in force so long as the member maintains current membership status by payment of dues and meets such other requirements as may be established by the National Executive Council.

BYLAW III. OFFICERS

Section 1. Association Officers. Association Officers will be represented by a National Executive Council and shall consist of a President, Senior Vice President, Regimental Warrant Officer, Regimental Sergeant Major, a Secretary, a Treasurer, an Adjutant, and Vice Presidents for: Awards; Community and Corporate Affairs; History; Information, Technology and Strategic Communications; Membership; Plans and Programs; Publications; and Sales and Marketing.

Section 2. National Executive Council. The National Executive Council shall have the power to act in the Association's name in situations requiring decision and will be at the call of the President.

Section 3. Status and Powers. The officers listed in Section 1 above shall be the decision body of the Association, and shall govern in accordance with these Bylaws.

Section 4. Term of Office. In order for the Council to endure with steadfast continuity, the terms of office of National Executive Council members shall be continuous unless one of the following occurs: Council member resigns, Council member becomes incapacitated, or the Council member is voted off the National Executive Council by a majority vote by the remaining Council members.

Section 5. Elections. Any National Executive Council member or Association member in good standing may nominate a candidate to fill a vacancy on the National Executive Council so long as the nominee can readily attend Council meetings (teleconference or VTC meetings will be executed in order to include Council members not in close proximity to Fort Jackson, SC). National Executive Council nominees shall be voted on by majority vote of the Council.

BYLAW IV. NATIONAL EXECUTIVE COUNCIL

Section 1. General. The National Executive Council is the senior body of the
The Executive Council is empowered to execute the affairs of the Association and shall be administered under the direction of the President. The members charged with the execution of assigned National Executive Council responsibilities, are constituted as follows.

a. The President shall be the Chief Executive Officer of the Association. He/She shall:

   (1) Preside at all meetings.

   (2) Fulfill the supervisory functions and perform administrative duties approved by the National Executive Council to achieve the objectives and purposes enumerated herein.

b. The Senior Vice President is the Deputy Chief Executive Officer of the Association. He/She shall:

   (1) Perform such duties as delegated by the President and the National Executive Council.

   (2) In the absence, disability, or death of the President, the Senior Vice President shall perform the duties and fulfill the responsibilities of the President until such time as a successor is elected or the original incumbent returns to office.

   (3) Provide oversight and counsel to each of the Vice Presidents, the Secretary, the Treasurer, and the Adjutant in the discharge of their responsibilities.

c. The Regimental Warrant Officer shall be the Senior Warrant Officer representative of the Association. He/She shall:

   (1) Be in attendance of all meetings and functions.

   (2) Fulfill the advisory functions and perform administrative duties assigned by the President and approved by the National Executive Council to achieve the objectives and purposes enumerated herein.

d. The Regimental Sergeant Major shall be the Senior Enlisted representative of the Association. He/She shall:

   (1) Be in attendance of all meetings and functions.

   (2) Fulfill the advisory functions and perform administrative duties assigned by the President and approved by the National Executive Council to achieve the objectives and purposes enumerated herein.

e. The Secretary shall be the official records keeper of the Association under the
direction of the President. He/She shall:

(1) Keep the minutes of the meetings of the National Executive Council.

(2) Have custody of the Association seal, and ensure that correspondence and other official records of the Association are properly safeguarded.

(3) Communicate details and schedules of planned meetings to other members of the National Executive Council.

(4) Perform such other duties as the President and National Executive Council may direct.

f. The Treasurer shall be the official custodian of the funds of the Association. He/She shall:

(1) Receive, expend, and account for all Association monies, acting on guidance and authority of the President and the National Executive Council.

(2) Coordinate the preparation and submission of the Association's annual budget in cooperation with the President and the Vice Presidents.

(3) Submit the Association's financial records, funds, and accounts to audit at least annually, as directed by the President and the National Executive Council.

(4) Ensure proof of adequate insurance to protect the Association against liability or property damage claims.

(5) Will maintain accountability of Association assets / property and is the proponent for disposing of such assets / property if the Association were to dissolve.

g. Adjutant. Responsibilities:

(1) Support coordination, staffing, editing, and finalization of all official correspondence generated by members of the National Executive Council.

(2) Coordinate and execute Association Ceremonies in conjunction with the Vice President for Plans and Programs.

(3) Serve as liaison to the Association's subordinate Chapters.

(4) Prepares necessary revisions to the Constitution and Bylaws of the Association and submits them to the National Executive Council for approval.

(5) Performs other duties as assigned by the President or National Executive Council.
h. Vice President for Awards. Responsibilities:

(1) Develops and recommends to the National Executive Council policies and actions concerning initiation and implementation of the Association's awards program.

(2) Prepares and recommends, within guidance limitations, an overall Association awards program, including types of awards to be presented, criteria for selection, pamphlet, and an awards budget.

(3) Recommends types of awards, as appropriate, for Adjutant General's Corps and Human Resources Soldiers, Federal Civilian employees, members in good standing, and others for advancing the objectives of the Association. Further, recommends types of awards for demonstrated military excellence, leadership, scholarship, and citizenship within all components of the Army and Army ROTC.

(4) Ensures arrangement of appropriate publicity for awards.

(5) Prepares awards recommendation packets for voting.

(6) Prepares awards for presentation, shipment, and approval.

(7) Maintains the Association stock of awards on hand and per AGCRA Chapter requests.

(8) Performs other duties assigned by the President and the National Executive Council.

i. Vice President for Plans and Programs. Responsibilities:

(1) Implements the Association's programs and activities.

(2) Coordinates or supports the availability of facilities and dates for Association sanctioned events and other gatherings.

(3) Plans, coordinates and / or supervises the agenda and execution of Association sponsored events or functions.

(4) As required, prepares and briefs the National Executive Council on an annual calendar of planned activities, programs, and events.

(5) Manages the AGCRA Scholarship Program for the National Executive Council.

(6) Identifies National Executive Council or Association members to supervise and operate programs and activities, both short and long term.
(7) Performs other duties as assigned by the President and the National Executive Council.

j. Vice President for Community and Corporate Affairs. Responsibilities:

(1) Maintains liaison and contact with local, state and national community corporate agents and businesses, the Columbia, SC Chamber of Commerce, and other agencies that may support the Association's efforts.

(2) Supports the implementation of the Association's programs and activities.

(3) Performs other duties as assigned by the President and the National Executive Council.

k. Vice President for History. Responsibilities:

(1) In conjunction with the AG Corps Muesum:

(a) Coordinates efforts to locate, obtain, and display artifacts and other memorabilia to commemorate the Corps' history.

(b) Supports and assists in updating a written history of the Corps for use by members and the general public.

(2) Is the proponent for the AGCRA Chapter Recognition Program.

(3) Performs other duties as assigned by the President and the National Executive Council.

l. Vice President for Publications. Responsibilities:

(1) Serves as Editor for the publication of the Adjutant General's Corps Regimental Association Journal, 1775; includes oversight for all coordination and necessary action to produce and disseminate the journal.

(2) Obtains policy and procedural guidance from the National Executive Council on such items as frequency of publication, funding issues and decisions, and other matters of concern to the general membership of the Association.

(3) Coordinating effort and purpose for solicitation of input for the journal.

(4) Conduct pre-publication lay downs of the journal for the President's approval.

(5) Identify controversial articles to the President and National Executive Council members.
(6) Performs other duties as assigned by the President and the National Executive Council.

m. Vice President for Membership. Responsibilities:

(1) Supervise the Adjutant General's Corps Regimental Association membership program. Monitors membership trends and recommends policy to the National Executive Council.

(2) Maintain the Association membership database.

(3) Produces membership cards and correspondence.

(4) Produces and distributes membership and local population rosters for Association Chapters for recruiting drives.

(5) Assists in the development of the annual operating budget by providing predictive membership monetary income figures.

(6) Manages the membership renewal program with application production, distribution, and coordination with Chapters.

(7) Performs other duties as assigned by the President or National Executive Council.

n. Vice President for Information, Technology and Strategic Communications. Responsibilities:

(1) Per guidance from the President or National Executive Council, plans, coordinates, prepares and / or executes IT and strategic communications for the Association.

(2) Has oversight responsibility for the Association's website at www.AGCRA.com. Includes website improvements, changes and revisions, and coordination with the Association's webmaster(s).

(3) Coordinates communication efforts with the National Executive Council's Vice Presidents and efforts with their respective programs.

(4) Plans, coordinates, supports and / or executes linkages between the Association, AG School and Chapter websites, and any other website that supports the aims and goals of the Association.

o. Vice President for Sales and Marketing. Responsibilities:

(1) Operate or provide oversight of the Sutler Store and execute coordination
and necessary actions to ensure efficient operations.

(2) Account for all Store merchandise and conduct periodic inventories.

(3) Recommend new merchandise for procurement to the National Executive Council.

(4) Oversee sales and Sutler Store website operations, collect and secure funds, and provide sales data and monies to the Treasurer in a timely manner.

(5) Performs other duties as assigned by the President or National Executive Council.

BYLAW V. SPECIAL COMMITTEES

The National Executive Council or President is authorized to appoint Special Committees, activated for short duration, to perform limited or one time missions of a temporary nature. The Chairman of said Committees will be appointed by the President; however, he/she will select his/her own Committee members.

BYLAW VI. EMPLOYEES

Any Employees hired by the Association may receive such salary as authorized by the National Executive Council and will perform duties under the supervision of the President or designated Council representative. An officer of the Association may not be an employee simultaneously.

BYLAW VII. MEETINGS

Section 1. Association General Meetings. As required, the Association may conduct an annual meeting on or about each May / June at Fort Jackson or Columbia, SC, as close as possible to the anniversary date of the founding of the Adjutant General’s Corps. Association general meetings can be incorporated into the following activities that also occur on or about each May / June at Fort Jackson or Columbia, SC: National AG Ball, AG Corps Hall of Fame / Distinguished Member of the Regiment Induction Ceremony, or AG Corps Regimental Week activities. The purpose of the meeting will be to introduce new National Executive Council officers, present awards, and conduct other Association business as required.

Section 2. National Executive Council Meetings. The National Executive Council shall meet at the call of the President. The agenda and location for such meetings shall be prescribed by the President. Financial statements pertaining to the Association’s operations shall be presented at least annually for approval by the National Executive Council, and more if required.
BY LAW VIII. AMENDMENTS

These Bylaws shall become effective upon approval by a majority vote of the National Executive Council. Amendments can be made by a majority of those attending any National Executive Council meeting when change and approval of the Association’s Bylaws are required.

BY LAW IX. DUES

Dues to the Association shall be established by the National Executive Council acting under the general guidance that amount assessed will be decided on a graduated scale based principally on ability to pay.

BY LAW X. FISCAL AND OPERATIONAL YEARS

Section 1. Fiscal Year. The fiscal year of the Association shall be from 1 July to the following 30 June.

Section 2. Operational Year. The operational year of the Association shall be from 1 July to the following 30 June.

Section 3. Coinciding Periods. All recognized periods of the Association, including the fiscal and operational years, shall coincide unless changed by the National Executive Council.

BY LAW XI. AUDITS

An audit of the Association's financial record, accounts, assets, and holdings shall be conducted annually by a disinterested, qualified auditor at a time determined by the National Executive Council or upon change of Treasurer.

BY LAW XII. REGULATORY COMPLIANCE

Section 1. The Association, which is headquartered at Fort Jackson, South Carolina, shall operate in full compliance with US Army and other Federal regulations, as well as those initiated by the local installation.

Section 2. The Association is authorized to operate on Fort Jackson by approval of the Garrison Commander. Approval to operate may be revoked by the Garrison Commander at any time.

Section 3. Fort Jackson regulatory compliance requires at least 51% of the current Association membership be members of the “Department of Defense Family”.

Section 4. Fort Jackson, the Army and Federal Government will have no liability for the Association’s actions or debts.
Section 5. If required, the Association agrees to reimburse the Army for any utility expenses, unless use is incidental, it may incur.

Section 6. The Association will neither propagate extremist activities nor advocate violence against others or the violent overthrow of the United States.

Section 7. The Association's activities will not seek to deprive individuals of their civil rights.

Section 8. The official address of the Association is:

Adjutant General's Corps Regimental Association (AGCRA)
PO Box 10026
Fort Jackson, SC 29207

BYLAW XIII. INDEMNIFICATION

To the full extent authorized by law and permitted by the Association's resources, the organization shall indemnify for any financial loss, including the cost of any defense arising out of a claim predicated upon the conduct of their official duties, all officers, National Executive Council members and employees of the Association made a party in a civil or criminal action or proceeding by reason of the aforementioned positions. The Association shall have the option of purchasing insurance to protect, or securing counsel to represent, each of the aforementioned principals to satisfy its obligation hereunder.

BYLAW XIV. DISSOLUTION

Section 1. Should the Association terminate or cease to exist for any reason, all assets of the Association shall be paid over and transferred to a tax exempt organization, constituted as charitable, religious, educational, scientific, or regimental, which shall be selected by the National Executive Council.

Section 2. The membership of the Association is responsible for all liabilities of the organization. At no time will an individual member's obligation to cover debt exceed the pro-rated dollar value of the debt based on total membership at the time the debt was obligated by the Association.

Section 3. The Treasurer or any officer acting on behalf of the Association will not be personally financially liable for debts owed on contracts orchestrated and approved by the National Executive Council, or general membership if applicable, for services rendered on behalf of the Association.

Section 4. In the event of the Association's dissolution, if liabilities exceed assets after liquidation then all local, state, and federal jurisdictional laws will apply.
BYLAW XV. SUTLER STORE

The Sutler Store shall be operated by volunteers under the supervision of the President, Vice President Sales and Marketing, or a representative designated by the National Executive Council. The Store will offer unique Adjutant General's Corps Regimental Association items for resale to members and nonmembers. Items available for resale will not duplicate those sold by an authorized AAFES vendor on the installation. Proceeds from the operation of the Sutler Store will be used in accordance with the Constitution, Article II, Policy and Operations, Section 1, Revenues.

APPROVED BY THE NATIONAL EXECUTIVE COUNCIL: January 1987
AMENDED BY THE NATIONAL EXECUTIVE COUNCIL: January 1993
AMENDED BY THE NATIONAL EXECUTIVE COUNCIL: January 1996
AMENDED BY THE NATIONAL EXECUTIVE COUNCIL: May 1996
AMENDED BY THE NATIONAL EXECUTIVE COUNCIL: 13 August 1996
AMENDED BY THE NATIONAL EXECUTIVE COUNCIL: June 2000
AMENDED BY THE NATIONAL EXECUTIVE COUNCIL: 28 February 2008
AMENDED BY THE NATIONAL EXECUTIVE COUNCIL: 15 February 2013
AMENDED BY THE NATIONAL EXECUTIVE COUNCIL: 8 April 2016

Jack L. Usrey
Colonel, US Army
President

Michael R. Molosso
Colonel, US Army (Retired)
Senior Vice-President