WRIGHT–PATTERSON OFFICERS’ SPOUSES’ CLUB
CONSTITUTION

Article I. Name
1.1. The name of this organization is the Wright-Patterson Officers’ Spouses’ Club (WPOSC).

Article II. Purpose
2.1. The purpose of this club is to enrich the lives of military members and their families, promote charitable relations with the local community and provide its members with social and philanthropic opportunities.

Article III. Authority
3.1. This organization is a private organization as defined by Air Force Instruction (AFI) 34-223, Private Organization Program and in accordance with all applicable civil and military laws and regulations; it is not part of the Department of Defense or any of its components and has no government status (AFI 34-223 10.17).
3.2. The WPOSC is a private, self-sustaining Internal Revenue Service (IRS) recognized 501(c)4, social welfare, nonprofit organization.
3.3. This organization operates the Wright-Patterson Base Thrift Shop (TS), an IRS recognized 501(c)4, social welfare, nonprofit organization.
3.4. This constitution is the WPOSC’s request to operate as a private organization on Wright-Patterson Air Force Base (WPAFB) (AFI 34-223 Section 9).

Article IV. Membership
4.1. Membership in the WPOSC is voluntary.
4.2. Classification, responsibilities, rights and privileges are defined in the WPOSC Bylaws; provided, however, that membership will not be denied due to age, race, religion, color, national origin, disability, ethnicity, gender, sexual orientation or gender identity (AFI 34-223 Section 10.2).
4.3. Members pay non-refundable dues annually in accordance with WPOSC Bylaws.

Article V. Administration
5.1. The WPOSC’s governance is comprised of this constitution along with the bylaws and policies and procedures (P&P).
5.2. The Board of Governors (BOG) is comprised of an advisory group, membership elected executive officers and appointed chairpersons; BOG will serve as administration for the WPOSC as specified in the WPOSC Bylaws.
5.3. The Executive Committee provides council and oversight for the club and includes: president; advisor; honorary president; honorary advisor(s); first vice president; second vice president; administrative treasurer; welfare treasurer; secretary; parliamentarian.
Article VI. Meetings

6.1. Business of the WPOSC will be conducted at regularly scheduled meetings of the BOG, committee or general membership, as described in the WPOSC Bylaws and Policy & Procedures (P&P).

6.2. The president may call, reschedule, or cancel BOG and general membership meetings with Executive Committee approval, provided all members are given reasonable notice.

6.3. The president will call, reschedule, or cancel Executive Committee meetings, as needed.

Article VII. Parliamentary Procedure

7.1. All voting will be conducted in accordance with WPOSC Bylaws Article VIII.

7.2. The rules contained in the current edition of Robert’s Rules of Order Newly Revised will govern the WPOSC in all cases to which they are applicable, provided they are not inconsistent with the WPOSC Constitution or Bylaws.

Article VIII. Finance

8.1. Annual membership dues, 15 percent of Mah Jongg book sale profits and incidental fees will be deposited into the administrative (admin) account to meet the WPOSC’s operational expenses.

8.2. Income from welfare donations, TS profits, 85 percent of Mah Jongg book sale profits and welfare account interest will be deposited into the welfare account to fund WPOSC scholarships and charitable endeavors; funds must not transfer to the admin account (WPOSC Bylaws Article IX).

8.3. The admin, welfare and TS accounts are administered by the BOG as stipulated in the WPOSC Bylaws (WPOSC Bylaws Article IX).

8.4. The treasurer(s) will create monthly and yearend financial reports as requested or required (AFI 34-223 10.6.2).

8.5. End of year financial review or audit, depending on annual gross income, along with appropriate tax forms will be completed by a certified public accountant and submitted to the 88th Force Support Squadron/Force Support (FSS/FSR) (AFI 34-223 10.7).

8.6. No part of the WPOSC’s net earnings may accrue to the benefit of any person having a personal or private interest in the activities of the organization. No member will benefit financially solely as a result of the member’s affiliation with the club (AFI 34-223 10.5.2).

8.7. The WPOSC fiscal year runs 1 June through 31 May.

Article IX. Liability

9.1. Members will be made aware they are jointly and severally liable for obligations of the WPOSC (AFI 34-223 10.15).

9.2. Liability insurance commensurate with the risk involved will be obtained by this organization, unless waived by the appropriate base authority (AFI 34-223 10.15).

Article X. Dissolution

10.1. Upon approval of the BOG and two-thirds of general membership present, the WPOSC may dissolve by: notifying the 88th Air Base Wing Commander or designee; paying all debts; disbursing welfare funds, admin funds and property to a membership approved charitable organization(s) (e.g., Air Force Aid Society) (AFI 34-223 12-12.3).

THIS IS A PRIVATE ORGANIZATION. IT IS NOT A PART OF THE DEPARTMENT OF DEFENSE OR ANY OF ITS COMPONENTS AND IT HAS NO GOVERNMENTAL STATUS.
Article XI. Amendments & Adoption

11.1. The parliamentarian (if vacant Governing Documents Committee) is authorized to administratively amend this constitution to remain compliant with tax codes, laws, AFI and base directives; Executive Committee approval and general membership notification required.

11.2. The parliamentarian (if vacant Governing Documents Committee) is authorized, to make non substantive changes (e.g., commas, spelling etc.) to this constitution as needed; Executive Committee approval and general membership notification required.

11.3. Amendment proposals may be submitted in writing to the parliamentarian by a general member in good standing; proposals may be accepted, modified or rejected by Governing Documents Committee.

11.4. The Governing Documents Committee will conduct a review biennially, on request of the BOG or as required.

11.5. Adoption or amendment of this constitution requires two-thirds general membership approval and submission to the 88th Air Base Wing Commander or their designee.

11.6. Submission to the 88th Air Base Wing Commander or their designee is required every two years for certification review and approval or when there is a change in the purpose, function, or membership eligibility (AFI 34-223 9.3).

Leigh Ann Yerrick, President
Wright-Patterson Officers’ Spouses’ Club

Date 8 Oct 2021

Beth Miller, Advisor
Wright-Patterson Officers’ Spouses’ Club

Date 8 Oct 2021

See Certification Letter
88th Air Base Wing Commander
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