

**THE CONSTITUTION OF THE
ALLIANCE OF AIR NATIONAL GUARD
FLIGHT SURGEONS**

ARTICLE I. NAME: ALLIANCE OF AIR NATIONAL GUARD FLIGHT SURGEONS.

It will here and sometimes hereafter be referred to as the **ALLIANCE**.

ARTICLE II. ORGANIZATIONAL PURPOSE AND FUNCTIONS

A. To contribute strong support to the overall mission of the Air National Guard and the United States Air Force; develop a mission-oriented philosophy of the membership; and delineate to commanders the benefits of the professional contributions to them in the above mentioned

B. To support the continuing advancement and development of the art and science of aerospace medicine throughout the Air National Guard and the United States Air Force; to encourage dissemination of the knowledge and experience gained through over all investigation of medical problems related to flying, missile and space operations.

C. To encourage and implement the training and continuing education of all members of the Air National Guard and the United States Air Force Medical Team; to support and implement the total force concept; and to encourage young physicians in a career of aerospace medicine and for their board certification in that specialty.

D. To encourage new physicians, nurses, dentists, basic science personnel, and Medical Service Corps personnel to become Career Guardsmen.

E. To encourage members to develop the highest standards of practice of Aerospace Medicine and its related fields.

F. To recommend to the Air Surgeon, National Guard Bureau, appropriate means for the enhancement of the career and practice of Aerospace Medicine and related fields in the Air National Guard and United States Air Force when indicated.

G. To encourage professional relations between the membership and flying personnel of the Air National Guard, the United States Air Force, other military services, the civilian flying population, appropriate governmental agencies, and the aerospace industry; to endeavor to increase the military and civilian awareness of the high levels of medical professionalism maintained by all elements of the health care team in the Air National Guard and the United States Air Force.

H. To promote through concerted effort with the Air Surgeon, National Guard Bureau, the coordination of facilities and personnel in such a manner so as to properly support the Air Surgeon in the accomplishment of his duties.

I. To strengthen the sense of comrade and social exchange between the membership to increase the solidarity of the Alliance in support of the Air National Guard and the United States Air Force Missions.

J. The Alliance shall have no capital stock and shall not be conducted for pecuniary profit.

ARTICLE III: PERSONAL QUALIFICATIONS

A. Membership is a privilege, not a right and is contingent upon compliance with the Constitution and By-Laws of the Alliance. No person shall remain a member of the Alliance unless he or she is of good moral character and agrees to abide by the Constitution and By-Laws of the Alliance.

B. Classes of Membership:

1. Fellow
2. Member
3. Retired
4. Honorary

The qualifications required of the respective classes, their rights and obligations, as well as the means of their election, shall be set forth in the By-Laws.

ARTICLE IV. ANNUAL MEETING

A. The Alliance shall meet at least once annually.

B. A quorum for any meeting is defined as a minimum of twenty-five percent of the voting membership.

C. Robert's Rules of Order shall prevail.

ARTICLE V. OFFICERS

A. The officers of the Alliance shall be a President, Vice-President, Secretary, and Treasurer.

B. The duties and terms of office of all officers are defined in the By-Laws.

ARTICLE VI. BOARD OF GOVERNORS

A. The governing body of the Alliance shall be a Board of Governors, which shall consist of fifteen (15) members, including the President and the three immediate Past Presidents. The remaining members will be elected by the Alliance as specified in the By-Laws.

ARTICLE VII. FUNDS

Funds shall consist of the annual dues and fees received by the Alliance and such other income as may be derived from interest, bequests, donations or other specified sources.

ARTICLE VIII. AMENDMENTS

A. Any voting member may propose amendments to the Constitution.

**BY LAWS
ALLIANCE OF AIR NATIONAL GUARD
FLIGHT SURGEONS**

ARTICLE I. MEMBERSHIP

A. Active members

1. Members of the Alliance shall be those persons or members in good standing of the Medical, Dental, Nursing, Biomedical, and Medical Service Corps, who are active Guardsmen, and who comply with Article III of the Constitution.

B. Applications for Membership

1. All applications for membership must be in writing on an application form approved by the Board of Governors.

ARTICLE II. ELECTIONS

Election to membership shall be made by a simple majority of the voting membership present at each annual meeting.

ARTICLE III. CLASSES OF MEMBERSHIP

A. FELLOWS. These shall be rated medical officers who are active Guardsmen. They shall be voting members. Fellows are required to be members of the Aerospace Medical Association and The Society of USAF Flight Surgeons.

B. MEMBERS. These shall be all other medical unit officers (physicians, nurses, dentists, optometrists, medical service corps officers, environmental health and bio-environmental engineering officers) meeting the qualifications contained in Article III of the constitution and who are active Guardsmen and women. Members shall be afforded full voting privileges in the Alliance.

C. RETIRED. Any person who has membership in the Alliance and who has retired from active Guard status is eligible for Retired membership. Such members shall not be entitled to vote or hold office in the Alliance but shall have the privileges of the floor of the annual meeting. They are not required to pay dues and shall have no right, title, or interest in any of the property of the Alliance.

D. HONORARY. The Board of Governors, by a two-thirds (2/3ds) majority vote may select distinguished clinicians, scientists in fields associated with aerospace medicine or other distinguished public or military figures who have outstandingly supported aerospace medicine or the Alliance for Honorary membership. In such cases, all other requirements for membership are waived. Such members shall have no voting privileges but may have the privilege of the floor of the annual or any other meeting at the discretion of the current President.

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ARTICLE IV. OFFICERS

- A. The officers of the Alliance shall be a President, Vice-President, Secretary, and Treasurer.
- B. The officers shall be elected from among the Alliance by a majority of the voting members by means of ballots mailed to the membership by first class mail at least thirty (30) days prior to the annual meeting.
- C. The President shall direct the activities of the Alliance and preside over the annual meeting. He shall appoint all committees except the Nominating Committee, and shall be an ex-officio member of all committees. His term of office shall be two years. He shall be ineligible to succeed himself for four years. He shall designate one member of the Board of Governors to audit the financial records of the Alliance on at least an annual basis.
- D. The Vice-President shall function as President in the event of the inability of the President to function for any reason during the latter's term of office. He shall also act as President during the temporary absence of the President. His term of office will be for two (2) years.
- E. The Secretary shall keep the minutes of the, annual meeting and of all other meetings of the Alliance. He shall be responsible for all correspondence of the Alliance including the notification of all meetings to the membership. He shall be responsible for the publication of all material which may be published by the Alliance. His term of office shall be for two (2) years. The Secretary is authorized to sign checks.
- F. The Treasurer shall be responsible for overseeing the financial affairs of the Alliance, shall collect all monies due the Alliance, and shall make necessary disbursements as authorized in its behalf. He shall be responsible for preparing an annual financial report to be presented at the annual meeting. He will maintain an up-to-date roster of membership together with addresses. He may sign checks disbursing Alliance funds. His term shall be for two (2) years.
- G. The Secretary and Treasurer shall be elected at the same time as the President and the Vice President.
- H. Should for any reason the Vice-President, Secretary, or Treasurer not be able to fulfill the responsibilities of their respective offices, the President may appoint replacements to fill the unexpired term.
- I. Officers of the Alliance who hold unexpired terms of office as Vice-President, Secretary or Treasurer at the time of their retirement shall, at the discretion of President, retain that office for their elected term if they so desire.
- J. A retired member will not serve as President for any unexpired term of office at the time of their retirement. The Vice-President will assume the role of President upon the retirement of the President.

ARTICLE V. BOARD OF GOVERNORS

- A. The governing body of the Alliance shall be a Board of Governors which shall consist of fifteen (15) medical officers, nine of whom shall be Fellows and one member representative each from: the physician corps (does not have to be a flight surgeon), nursing corps, dental corps, optometry corps, medical service corps, bio-environmental engineering and environmental health officers. This group of fifteen board members will include the President and the three immediate past Presidents except as otherwise delineated under Article VI of the constitution.
- B. Eight (8) members of the Board of Governors shall comprise a quorum for meeting and voting purposes.
- C. The members of the Board of Governors that are elected at large will be elected to office on alternate years not to occur within the same year as the election of officers. Should a vacancy in the Board of Governors occur, the President will appoint a replacement for the unexpired term. Board of Governors members with expiring terms shall be eligible for re-election. The term of office for elected Board of Governors members shall be two years.

D. The Board of Governors shall be empowered to transact all business in the name of the Alliance, between annual meetings or special meetings by majority vote, except that it cannot increase dues or levy assessments; and the unanimous vote of a quorum of the Board of Governors shall be required for the expenditure of more than twenty-five (25) percent of the unobligated Money in the Alliance treasury.

E. The Board of Governors shall meet at least once a year. It shall make recommendations to the Alliance for action, and it shall serve as a liaison body between the membership at large and the Office of the Air Surgeon, National Guard Bureau. This shall imply no official relationship between the Alliance and the Air Surgeon, National Guard Bureau.

F. Special meetings of the Board of Governors may be called by the President of the Alliance, who will also function as Chairman of the Board of Governors, or by written request of four (4) or more members of the Board of Governors to the other Board members at least thirty (30) days in advance by first-class mail.

G. In the event of inability of both the President and the Vice-President to function, the ranking member of the Board of Governors present shall be designated Chairman pro tem,

H. The junior member of the board of Governors present shall be the recorder and shall furnish the Secretary with a copy of the Board proceedings.

I. In the event of a tie vote among the members of the Board, the Chairman will cast the deciding vote.

J. The Air Surgeon, National Guard Bureau, will constitute a non-voting advisor to the Board of Governors.

K. Members retiring who hold unexpired office on the Board of Governors at the time of their retirement shall retain that office for their elected term of office.

ARTICLE VI. NOMINATIONS AND ELECTIONS

A. The nominating committee shall consist of six (6) members and shall be selected by the Board of Governors at the first special meeting after the annual meeting. Membership of the Nominating Committee will be composed of at least four (4) fellows. The committee shall serve from the time of its selection until the next annual meeting of the Alliance. Members of the Nominating Committee are not barred from becoming nominees for office nor from succeeding themselves on the Committee. This Committee shall select the nominees for all elected offices of the Alliance and will indicate the officers for which nominated. The proposed ballots shall then be sent to the Secretary not later than sixty (60) days preceding the annual meeting for distribution to the voting membership by first-class mail. Appointed representation to the Board of Governors from the DC, EHO/BEE Officer Corps, MSC, NC, and the Optometry Section will be selected by their respective corps and their name given to the nominating committee at the annual meeting of the Alliance each year.

B. The Secretary shall insure that ballots are mailed to voting members so as to reach voting members not later than thirty (30) days prior to the annual meeting. Space shall be provided on the ballots for write-in nominations. Ballots shall be returned to the Nominating Committee at the earliest possible date prior to the annual meeting.

C. The Nominating Committee shall count the ballots and furnish the results to the Chairman of the Board of Governors prior to the annual business meeting. The slate of officers will be voted on by the membership. Ties will be resolved by a simple majority vote of the voting members present at the meeting.

ARTICLE VII. COMMITTEES

STANDING COMMITTEES

A. In addition to the Nominating Committee as provided in Article VI of these By-Laws, the standing committees shall be as indicated below. Committee members are appointed at the discretion of the President. The President will designate one member of the committee as chairperson.

1. **CONSTITUTION AND BY-LAWS COMMITTEE.** This committee shall be a fact-finding committee of members pertaining to the Constitution and By-Laws resolutions. The committee shall study proposed amendments to Constitution and By-Laws and make its recommendations to the Alliance.

2. **MEMBERSHIP COMMITTEE.** This committee will review all applications for membership, secure whatever information available concerning the applicant, and submit its recommendation to the President for appropriate action. It shall be responsible for initiating the programs and activities designed to maintain and increase membership in the Alliance. This committee will also act in an advisory capacity to the Board of Governors in matters relating to the establishment eligibility requirements for all classes of membership.

3. **AWARDS COMMITTEE.** This committee shall obtain and review all nominations for whatever awards or honorary citations are presented by the Alliance and submit its recommendations to the Board of Governors. The Chairman will maintain a permanent chronological record of awards recipients and awards criteria.

4. **PROGRAM COMMITTEE.** This committee shall be responsible to the President for all arrangements incident to the annual meeting or any other scheduled meeting to include scheduling, agenda content, and recommendation for guest speakers.

5. **EDUCATION COMMITTEE.** The education committee shall be responsible for organizing medical education programs for Air National Guard medical personnel with the goals to maximize Air National Guard medical readiness and to keep abreast of the advancements in the field of Aerospace Medicine.

6. **SPECIAL COMMITTEES.** The President may appoint whatever special committees as he may deem necessary with such membership as he may consider appropriate. Such special committees shall be appointed only for the duration of the appointing President's tenure of office, but may be continued at the option of the succeeding President.

ARTICLE VIII. DUES

A. Dues, fees, and assessments may be levied by a simple majority vote of a quorum of the members present at scheduled or special meeting. Those members in Retired and Honorary status are excused from paying dues.

B. Dues are due 1 January and prepayment is encouraged at the annual AMSUS meeting. Members who fall two (2) years in arrears in the payment of dues will be notified of the delinquency in writing by certified mail by the Treasurer and thereafter be allowed sixty (60) days to make such payment. Failure to do so in the allotted time will result in suspension from the Alliance.

C. Members who are suspended from the Alliance for non-payment of dues may be reinstated by paying current annual dues. This reinstatement shall be subject to the approval of the Membership Committee and the Board of Governors.

D. Life Membership dues offer members the opportunity to simplify paying their annual dues with a one time dues payment, as well as providing the opportunity to contribute financially to the overall welfare and mission of the

Alliance. The treasurer will note in his annual report the members who have financially contributed to the welfare of the Alliance through Life Membership dues.

Life Membership dues are a one time payment of \$250.00, which will be invested in a special interest bearing device by the treasurer and only the annual interest may be used for the annual operating expenses of the Alliance.

ARTICLE IX. FINANCES

A. The fiscal year shall begin on 1 January and shall end on 31 December each year. The Secretary and Treasurer of the Alliance shall furnish surety bonds in such amount as the Board of Governors shall determine; the cost to be paid by the Alliance. Checks may be signed by the Treasurer or by the Secretary with the written approval of the Treasurer.

B. The Treasurer shall maintain accounts in the name of the Alliance at a bank designated by him in his own home area. Three (3) accounts shall be maintained: a checking account, a general purpose savings account, and a special interest bearing Life Membership dues device. Normally no more than five hundred (500) dollars shall be kept in the checking account, with the remainder of the funds deposited in an interest bearing general purpose savings account. Alternatively, a single interest bearing checking account combining the checking and general purpose savings accounts shall be used at the direction of the Board of Governors.

C. The Treasurer's report shall be audited and approved by the Board of Governors prior to the annual meeting.

ARTICLE X. CONDUCT OF MEETINGS

A. In all matters not covered by the Constitution or By-Laws, the provisions of Robert's Rules of Order will prevail.

ARTICLE XI. AMENDMENTS

A. Any member proposing amendment to the By-Laws or Constitution must submit the same to the Secretary at least (60) days prior to the annual meeting or any specially called meeting. Upon a simple majority vote by a quorum of voting members present at an annual or special meeting, they will become binding upon the membership.

D. The Board of Governors shall be empowered to transact all business in the name of the Alliance, between annual meetings or special meetings by majority vote, except that it cannot increase dues or levy assessments; and the unanimous vote of a quorum of the Board of Governors shall be required for the expenditure of more than twenty-five (25) percent of the unobligated Money in the Alliance treasury.

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15. **8 November 87** - This amendment (By-Laws, Article VII, A, 5) adds a formal educational committee.
16. **8 November 87** - This amendment (By-Laws, Article IX, B) authorizes the alternative use of an interest bearing checking account.
17. **14 November 88** - This amendment (By-Laws, Article VII, A, 4) changes the reporting official of the Program Committee from the Secretary to the President.
18. **15 November 89** - This amendment (Const. Article III, B, 3) changes the name of the Life Membership category to Retired, in order not to confuse it with the Life Membership dues category.
19. **15 November 89** - This amendment (By-Laws, Article III, C) defines the Retired Membership category.
20. **15 November 89** - This amendment (By-Laws, Article VI, A) clarifies the appointment procedure of the other health career corps to the board of directors.
21. **15 November 89** - This amendment (By-Laws, Article VIII, A, 3) charges the chairman of the Awards Committee to maintain a permanent chronological record of awards recipients and awards criteria.
22. **15 November 89** - This amendment (By-Laws, Article VIII, B) encourages prepayment of annual dues at the annual meeting.
23. **15 November 89** - This amendment (By-Laws, Article VIII, C) provides for reinstatement in the Alliance for failure to pay dues, by paying current annual dues..
24. **12 November 90** - This amendment (By-Laws, Article VIII, D) establishes the Life Membership dues category.
25. **12 November 90** - This amendment (By-Laws, Article IX, B) provides a separate interest bearing device for Life Membership dues to avoid co-mingling of funds.