

# CONSTITUTION AND BY-LAWS

## 8th & I Reunion Association

### Amended:

08/10/90	05/18/13
06/13/92	07/16/16
08/10/95	07/13/19
11/06/98	08/06/22
05/01/04	
08/04/05	
07/24/10	
11/05/11	

### PREAMBLE

It being a well-established fact that a number of individuals laboring for the accomplishments of the same purpose, and more likely to obtain the objects desired by combining their efforts than by separate action, and by forming themselves into an organized body will better protect their individual rights, promote their welfare and forward their interest, as well as extend their sphere of usefulness, we do therefore form ourselves into an Association, under the name and for the objects hereinafter set forth and do hereby adopt the following Constitution and By-Laws for its rules and guidance.

### ARTICLE I

#### Title

This Association, known as the "8TH & I REUNION ASSOCIATION", is an organization having one body. Each and every member of the Association is subject to its control and regulation.

#### Logo

The official logo for the 8th & I Reunion Association is Red round and Gold lettering. The logo is circular. The inscription "8th & I, Marine Barracks" is printed in a downward curve on the top and centered is the authorized USMC emblem from Marine Barracks 8th & I. The number "18" is to the left of the emblem and the number "01" is to the right of the emblem. Below the emblem is the inscription "Washington, D.C., Oldest Post in the Corps" printed in an upward curve. Curved to fit across the top and outside of the emblem are the words "REUNION ASSOCIATION." Below the emblem will be curved accoutrements with the names of the units that are, and have been, part of the Marine Barracks 8th & I organization. The Official Logo is in development.

### ARTICLE II

#### Object

This Association is formed to preserve the memory and standards of those who served at Marine Barracks 8th & I, Washington D.C., and to promote goodwill and brotherhood between its members. "SEMPER FIDELIS"

## **ARTICLE III**

### **Powers**

This Association shall have the power:

- A. To enact all by-laws and adopt rules and regulations not inconsistent herewith;
- B. To enact and adopt any and all such rules and regulations as may be required and deemed necessary for the best interest and welfare of the Association and its individual members;
- C. To approve, modify or reject any Association by-laws or amendments thereto which shall be submitted to this Association for approval prior to adoption, which approved shall be and is a condition to the amendment of any such by-laws;
- D. To require and collect from the members, payment of such monies necessary for the best interest for expenses of this Association; and
- E. To take such action as may be deemed necessary consistent with and under these by-laws.

## **ARTICLE IV**

### **Membership**

- A. Any Marine who served at 8th & I, Washington, D.C. to include Camp David.
- B. This Association may expel any individual member of the Association for a violation of its rules, regulations or by-laws, hereof, and there upon said member, ceases to be a member of the Association.
- C. *Members present at the membership meeting during each reunion shall constitute a quorum. A majority vote of the Members present at the membership meeting is required to take action on any item of business and/or for the election of Officers.*
- D. An up to date roster of this Association's membership shall be made available to its members upon request for Association business only.
- E. A membership roster will be provided to the members by the membership chairman on a periodic basis.

### **Associate Membership**

- A. Any family member of a Marine or deceased Marine who served at 8th & I, Washington D.C.
- B. Friends of members who wish to be associated with our Association, and are in good standing.

## **ARTICLE V**

### **Committee Members**

#### **Section 1**

- A. The governing and legislative powers and control of this Association are vested in the committee members, consisting of members of the Association.
- B. The committee members shall be elected at each reunion and shall serve for the duration between reunions.
- C. All committee members of the Association individually and collectively shall endeavor at all times to promote its welfare and extend its sphere of usefulness during their term in this Association.

*D. Officers of the Association shall be elected during the membership meeting at the reunion and shall not be restricted in the number of terms each Officer may serve.*

## **Section 2**

A. The following is a list of officers and committee members and their duties in the Association:

B. The last page of this document lists current committee members.

### **1. President**

A. To preside over the committee, and to set the agenda.

B. Enforce the strict observance of the constitution and by-laws of this Association *and also may act as Treasurer of the Association.*

C. Countersign all checks on the treasury for monies to be paid by this Association.

D. Call special meetings when, in his judgment they shall be necessary for the best interest of this Association.

E. Shall be able to facilitate contact with Marine Barracks command structure and coordination of reunion activities.

F. Appoints all committees.

G. Shall the President be prevented by illness or otherwise, from performing his duties, the Vice President shall fulfill those duties

H. Past Association presidents shall sit as advisors on the board and retain the title Emeritus.

*I. The President/Treasurer, Vice President and Recording Secretary are authorized signatories on all Association accounts and shall have access to and authority to accept funds for the Association and disburse funds of the Association.*

### **2. Vice President**

A. Shall be an assistant to the President, conferring with the President and keeping informed on Association business.

B. Act as President in the absence of the President.

### **3. Treasurer**

A. The Treasurer shall receive all money due this Association from whatever source available.

B. He shall be chief disbursing officer of all Association funds.

C. He shall not pay or disburse any money without the appropriate committee member signatures.

D. He shall keep all monies of the Association in an authorized bank approved by the finance committee and President.

E. He must keep and be able to provide and submit, in duplicate, such records at all committee meetings or special meetings.

F. He shall be prepared to act as President in the event the President and Vice President are unable to attend any meeting, regular or special.

*G. The President may also serve simultaneously as Treasurer if so elected to that position by the membership.*

#### **4. Recording Secretary**

- A. Shall keep and have full charge of the minute books and general rule book.
- B. Must keep an accurate record of the proceedings of the meeting.
- C. Shall read or review the proceedings of the previous meeting:
- D. Shall keep the committee informed of all other communications received in the interest of the Association.
- E. He shall be prepared to act as President in the event the President, Vice President, and the Treasurer are unable to attend any meeting, regular or special.

#### **5. Sergeant-at-Arms**

- A. Shall enforce order at all meetings, particularly as to those attending and their right to attend:
- B. He shall not permit any person to enter without being properly vouched for and identified:
- C. He shall require all committee members, or any member, to sign the official record book prior to entering the meeting.

#### **6. Membership Chairman**

- A. Shall be responsible for maintaining a “Master Roster” with the name, address and phone list for the Association.
- B. Will be responsible for creating and keeping an “E-mail Roster”. This e-mail roster will be sent to the Webmaster at the end of each month fully updated. It will be sorted into 3-files; by Alpha, Company and Date. This will be in PDF format.
- C. Will maintain “MailChimp Roster” list. This list will be for use in mailing out the Newsletter, or other mailing requirements. This list should mirror the e-mail roster, with few exceptions. Must review all issues with the MailChimp roster on an on-going basis and resolve said issues. Including members listed as “Unsubscribed” and “Cleaned.”
- D. Will keep an up to date list on both a computer disk and an appropriate backup. This list will be forwarded to the president and e-mail coordinator at the end of each month for safe keeping as additional backups.
- E. Will provide a member with a computer disk, or file, upon request. For non computer members a hard copy may be provided. The fee for this list will be set by the board.
- F. Will keep receipts for necessary merchandise purchased to perform secretarial duties and forward them to the treasurer for reimbursement.

#### **7. Social Media & Email Coordinator:**

##### **Responsibilities:**

Produce and send a quarterly e-mail “Newsletter” to the membership to provide ongoing information on new members, deceased members and members with updates to their information. Provide articles of information pertinent to our organization and the members.

When within 1-calender year of the next reunion, said e-mails/Newsletters will become monthly or less as necessary to keep the membership informed as to the events of the coming reunion.

- A. The primary function of the E-mail Coordinator is to provide our members with timely information pertaining to the ongoing operations, membership, reunions and functions of the Association.
- B. This will be facilitated through e-mails from our designated mass-mailing system. This may require some phone calls to our members without e-mail service. (Very limited.)
- C. Safeguard the personal information of our members that is not posted on our website.
- D. Maintain a working and professional relationship with the other officers of the Association.
- E. Work closely with the Membership Chairman to ensure all members data are maintained up-to-date.
- F. Work closely with the Webmaster to make sure all members' requested postings are acceptable for our Website and posted on a timely basis.
- G. Maintain our Facebook page.

**Code of Conduct:**

Please remember to keep all posts on this site civil. We are all entitled to our opinions, we all served for that entitlement, but this forum is not the proper venue for your personal, political or religious views.

Remember the old adage, "Do not discuss politics or religion in polite company".

Posts on this site, with few exceptions, should be about the Association, the Marine Barracks, Washington DC, the USMC and the Marines that served in the Corps.

No hate language or content. No rudeness, racism, obscenity, or discrimination. Please keep profanity to a minimum (we are Marines after all). Either find another way to express yourself or keep quiet.

Please, no personal commercial solicitations of products or services that do not have anything to do with the USMC.

Try to keep the posts here supportive and positive. Please see the Association's Mission and Goals as a reminder for why we have put this all together.

**8. Website Developer & Marketing Consultant:**

- A. This website is to be used for our members to order events for the upcoming reunion. The system will be available for use by our members at least 4-months prior to our reunion start date. The system will be shut down at the discretion of the President, generally 2-weeks or so before the reunion.
- B. The Developer will be responsible to make any necessary changes to the site to facilitate the new events and schedules of the upcoming reunion.
- C. The Developer must be available during the open enrollment phase for trouble shooting purposes.

## **ARTICLE VI**

### **Standing Committees**

- A. Constitution and By-Laws, Consisting of at least three (3) members:
  - 1. To review and introduce any revisions, changes and amendments to the Constitution and By-Laws.
- B. Financial, Consisting of at least five (5) members:
  - 1. To oversee all monies and expenditures of this Association:
- C. Fund Raising, Consisting of at least five (5) members:
  - 1. To generate funds for the strict use of this Association:
- D. Reunion, Consisting of at least five (5) members:
  - 1. To conduct and oversee all business related to our Reunion.
- E. Membership, Consisting of at least three (3) members
  - 1. To locate and recruit members.
- F. Historical, Consisting of at least three (3) members:
  - 1. To collect and preserve all artifacts of the 8th & I Marine.

## **ARTICLE VII**

### **Meetings**

- A. All meetings of the Association shall be attended by the duly elected committee members either physically or via electronic media.
- B. It shall be the duty of the president of the Association to notify the committee members of the time and place of each such meeting.
- C. All meetings held by the Association shall be conducted in accordance with Roberts Rules of Order.
- D. The Members present at the membership meeting during the reunion shall constitute a quorum to conduct business of the Association and elect Officers of the Association.*

## **ARTICLE VIII**

### **Reunions**

Association reunions shall be held every three (3) years, at a time and place within the Washington, D.C. metropolitan area as selected by the committee.

## **ARTICLE IX**

### **Disorderly Persons**

#### **SECTION 1**

Any delegate present at any meeting of this Association who becomes obnoxious, abusive or disorderly in his language or conduct may be ejected from any such meeting by order of the President.

#### **SECTION 2**

Charges of improper conduct may be preferred against any member so offending.

## **ARTICLE X**

### **Voting Regulations**

- A. Each committee member shall have one vote for the purpose of voting at regular and/or special meetings:
- B. A committee member must be present, as outlined above in this document, at regular and or special meetings to be eligible to cast their one vote.

## **ARTICLE XI –**

### **Equipment**

- A. 1 - USA flag with flagpole and 7” gold eagle emblem.
- B. 1 - Association flag with flagpole and spear emblem.
- C. 2 - rifles (on loan from Steve Holton)
- D. 2 - white leather rifle slings.
- E. 2 - chrome bayonets, with 2 white scabbards, and 2 white frogs.
- F. 2 - white leather flag carrying harnesses.
- G. 4 - white web belts with 4 gold USMC belt buckles.
- H. 4 - pair of white gloves.
- I. 16 - Association streamers: Color Guard, Drill Team, Body Bearers, 1st,2nd,3rd,4th Plts., Barracks Detachment, Guard Section, H&S Co., MCI Co., A Co., B Co., D&B, Deceased members, HDQTS. Co. J. 3 - Company Guideon’s with flag poles and spear heads.
- K. 1 - Presidential Honor Guard Guideon.
- L. 6 - flagpole holders.
- M. 1 - Officer’s sword with scabbard and black rope

## **ARTICLE XII**

### **ORDER OF BUSINESS**

- (1) Roll call of Officers.
- (2) Roll call of Delegates & Committee Members
- (3) Reading of minutes of previous meeting.
- (4) Communications and bills.
- (5) Payment of bills.
- (6) Report of Officers.
- (7) Report of Committees.
- (8) Unfinished business.
- (9) New business.
- (10) Good & Welfare.
- (11) Adjournment.

**ASSOCIATION OFFICERS:**

President/Treasurer ..... Juan Escobar  
Vice President ..... Brad Van Hazel  
Recording Secretary .....Albert Myer-Pflug  
Sergeant-at-Arms ..... Chris Conner  
Color Sergeant .....Vacant

**Administration:**

**MEMBERSHIP COMMITTEE:**

Chairman.....Kent Snyder  
Secretary #1.....Susan Overcash-Gregory  
Secretary #2.....Teresa Johnston

Web-Master.....Corrina Wolf  
Social Media &  
E-Mail Coordinator.....Albert Myer-Pflug  
Website Developer &  
Marketing Consultant.....Gary Williamson  
Historical Committee.....James Sottile

## **ARTICLE XIII**

### **OBLIGATION OF THE PRESIDENT**

I, \_\_\_\_\_, do solemnly swear before my fellow man that I will honestly and fairly decide all questions which may arise in the Association, so help me God, and may he make me steadfast.

### **OBLIGATION OF THE OFFICERS & COMMITTEE MEMBERS**

I, \_\_\_\_\_, do solemnly swear before my fellow man that I will not reveal to anyone who is not an active member of this Association, any of the business transacted by the same; and I do further swear, before my fellowman, that I will abide by the By-Laws and Constitution of this Association and all orders issued by the committee. I will always vote and work for the best interests of the members of this Association without regard to politics, creed or nationality; and I pledge further that I shall, to the best of my ability, carry out all of the duties of my office, prescribed in the By-Laws, or assigned by the Association, so help me God.