

BY-LAWS
OF
THE DEPARTMENT OF NORTH CAROLINA
RESERVE OFFICERS ASSOCIATION
OF THE UNITED STATES

ARTICLE I
ORGANIZATION

SECTION 1. This Department shall consist of not less than two (2) Chapters.

SECTION 2. There shall be two (2) types of Chapters within this Department:

(a) Single Service, (Army, Sea Services or Air Force, or a sub-division or unit of one of these sections).

(b) Composite Chapters, representing all of the Services. The Constitutions and By-Laws of these Chapters shall provide for reasonable representation of all Services and a rotation of Chapter Officers among members of the Services.

ARTICLE II
DUTIES OF OFFICERS

SECTION 1. The Department President: The Department President shall be the Executive officer of the Department, with authority to contract obligations within the approved budget and to represent the Department in all matters pertaining to its affairs. He shall preside at the general sessions of the Department Convention, enforce the provisions of the Department Constitution and By-Laws and carry out the mandates of the Department Convention. He shall appoint all necessary Committees and shall perform such other duties as are normally incident to the office. The Department President shall also serve as the Chairman of the Board of Directors of the Department's Publication.

SECTION 2. The Department President-Elect: The Department President-Elect shall perform such duties as are assigned by the President.

SECTION 3. The Department Vice-Presidents: The three (3) Department Vice-Presidents shall act as representatives of the Department President on all matters referred to them by him and at his request shall preside over meetings of the Department Convention, or the Department Executive Council, and shall perform such other duties as usually are incident to the office. In addition each Department Vice-President shall preside over meetings of their respective sections and shall advise the Department President on matters of policy and procedure concerning his respective service. The Department Vice-President of the same service as the Department President shall assume the duties and assume the powers of the Department President in event of his death, inability to serve, resignation or absence. The Junior Vice-Presidents of each Department shall assist the Department Vice-President upon the absence or disability of the Vice-President.

SECTION 4. The Department Judge Advocate: The Department Judge Advocate shall be the legal advisor to the Department officers, the Department Executive Council, and the Department. He shall review proposed amendments to the Department and Chapter Constitutions and By-Laws and shall bring to the attention of the Department and to the Chapters any discrepancies in existing Constitutions or By-Laws.

SECTION 5. The Secretary-Treasurer: The Secretary-Treasurer shall be charged with the administration of the mandates and of the policies established by the Department Convention, or the Department Executive Council. Under the direction, and subject to the approval of the Department President, the Secretary-Treasurer shall supervise and manage the Department Headquarters, including the fiscal and secretarial matters thereof, and shall have authority in the employment of personnel employed by the Department Headquarters. He shall keep a record of all proceedings and of all matters essential to the administration of Department Headquarters and of the Department and perform such other duties as are normally incident to such office, as may be herein contained in other parts of this Constitution and By-Laws, or as may be directed by the Department Executive Council or Department President. He shall furnish a surety bond in an amount fixed by the Department Executive Council.

SECTION 6. The elected officers of the Department shall assist all Chapters in maintaining maximum activity and satisfactory programs designed to maintain membership of the highest possible level.

ARTICLE III

STANDING COMMITTEES

SECTION 1. There shall be the following committees which will act in advisory capacity to the Department Executive Council and the Department President:

(a) Budget and Finance Committee: The Budget and Finance Committee shall make a continuing study of the fiscal affairs of the Department and shall recommend to the Department Executive Council the yearly budget. The Department Secretary-Treasurer shall be a member ex-officio of the Budget and Finance Committee.

(b) Constitution and By-Laws Committee: The Constitution and By-Laws Committee shall make a continuing study of the Constitution and By-Laws of the Department and Chapters and shall formulate and recommend necessary changes that may be desirable for action at each ensuing Department Convention. The Department Judge Advocate shall be an ex-officio member of this Committee.

(c) Legislative Committee: The Legislative Committee shall act in an advisory capacity on legislative policy and procedure.

(d) Membership Committee: The Membership Committee shall be responsible for the study, formulation and implementation of a program designed to maintain and promote the membership of the Department at the maximum potential obtainable.

(e) Resolutions Committee: The Resolution Committee shall be responsible for the study, formulation and presentation of Resolutions to be considered by the Department.

(f) ROTC Committee: The ROTC Committee shall be responsible for liaison with Senior ROTC Detachments, Commanders and Members and for the coordination of medals and awards provided such Detachments.

(g) Junior ROTC Committee: The Junior ROTC Committee shall be responsible for liaison with Junior ROTC Detachments, Commanders and Members and for the coordination of medals and awards provided such Detachments.

(h) Retirement Committee: The Retirement Committee shall be responsible for the study and reporting of all matters of interest related to retirement benefits and to the concerns of retired members.

(i) Building Fund Committee: The Building Fund Committee shall be responsible for the stimulation of interest in contributions to the building fund and the recommendation for methods to encourage such contribution.

(j) Public Relations Committee: The Public Relations Committee shall be responsible for publicizing the activities of the Department of North Carolina and its Chapters and generally for disseminating to the public at large the policies and activities of the Reserve Officers Association.

(k) Chapter Reactivation and Support Committee: The Chapter Reactivation and Support Committee shall be responsible for stimulating and encouraging reactivation of dormant or inactive Chapters, and strengthening existing Chapters.

(l) The North Carolina Mid-Winter Executive Council Meeting Committee: The North Carolina Mid-Winter Executive Council Meeting Committee shall be responsible for all planning in connection with the North Carolina Mid-Winter Executive Council Meeting and shall report fully to the Executive Council at appropriate times with regard to planning.

(m) All Committees shall, in addition, be responsible for such related areas, activities and projects as shall be assigned to them by the Executive Council or the President of the Department.

ARTICLE IV

ORDER OF BUSINESS

The order of business at Annual Department Conventions shall be, insofar as practicable, as follows:

1. Invocation
2. Roll Call of Chapters and Delegates
3. Addresses
4. Reading of Minutes of Previous Meetings
5. Reports of Officers
6. Reports of Standing Committees
7. Announcement of General Convention Committees
8. Committee Conferences