

AMA



BYLAWS

May 19, 2016

For the purpose of promoting the improvement of government service in all matters affecting Federal Air Marshals within the transportation security domain, we members of the Air Marshal Association adopt these Bylaws.

Mission Statement

The Air Marshal Association shall work to advance the security and general welfare of government employees within the Transportation domain, promote the efficiency and transparency of government, and recommend improvements to the nation's transportation systems.

Article I - Name

This organization shall be known as the Air Marshal Association, hereafter referred to as the "Association" or "AMA".

Article II – Jurisdiction

Jurisdiction of this Association shall be over all work performed by Federal Air Marshals, other administrative and support staff within the Transportation security domain, and such other jurisdiction as may be assigned by the Association Board.

Article III – Objects

The objects of the AMA shall be to represent and serve the members within its jurisdiction in accordance with the Bylaws, Policies, and Determinations of the Association.

Article IV - Association Structure

The structure of the Association shall consist of the following:

1. Membership
2. Association Board
3. Delegates
4. Committees

Article V - Membership

Section 1 - Eligibility

Any government employee eligible for membership in the Association either employed, retired or separated from employment as a credentialed Federal Air Marshal of band G, H and I, FAMS administrative and support staff, and such other jurisdiction as may be assigned by the Association Board.

Section 2 - Application

Membership in the Association shall be obtained after the approval of any membership committee authorized to accept or reject membership on behalf of the Association, subject to the right of the Association Board to overrule the decision of the membership committee.

Article VI – Association Dues and Assessments

Section 1 - Association Dues

The revenue of the Association shall be obtained from the membership dues paid by each member, and from other activities approved by the Association Board.

- A. The dues of the Association will be set at \$25.00 for bi-weekly payroll deduction. Members that are placed in an inactive or non-pay status from the employing agency will be required to remit \$50.00 per month to the Association in order to retain membership and services. Dues may be paid yearly (\$25 X # of pay periods). Retiree dues will be set at \$50 per annum.
- B. Active members will submit the necessary documentation to the Association for processing to ensure automatic payment of dues.
- C. The Association shall issue annual renewal reminders to all members not enrolled in payroll deduction on the anniversary of their membership. The association may discontinue benefits and services to annual members if dues remain unpaid for 30 calendar days after a payment reminder has been sent.
- D. Membership dues may be changed only by a majority vote of the membership. Notification of the proposed change will be made by the Association Board via email to the membership, and a prominent posting on the association website. Delegates and Association Board members will engage the membership from the date of the announcement to solicit feedback and provide information. The majority of the membership must approve the proposed dues change via a general membership vote in order for it to take effect.

Section 2 – Association Special Assessments

The membership of this Association may levy a special assessment only in the same manner as provided for changing Association dues.

Article VII – Governing Authority

Section 1 – Membership

The affairs of the Association shall be governed by its membership in the following manner:

- A. Through meetings of the Association and calls for referendum. As the Association represents a national membership, meeting referenda require a vote of the entire membership.
- B. Through action and decisions of the Association Board between membership meetings
- C. Through actions and decisions of the Delegates between meetings of the Association Board.

Article VIII – Association Meetings

Meetings of the Association shall be held no less than four times a year in locations to be announced no less than 30 days prior to the meeting. Special meetings may also be called by a majority vote of the Association Board with proper notice as indicated above. Organizing meetings may be held without notice when a need is identified by the Association Board.

Article IX – Association Committees

The Association shall have the following regular committees:
Organizing and Membership Committee, Legislative-Political Committee, Election Committee, Veterans Committee, Medical Committee,

- A. Members of all committees shall be appointed by a majority vote of the Association Board.
- B. Vacancies on committees shall be filled in the same manner as the original appointments.
- C. Any member of any committee may be removed by majority vote of the Association Board.
- D. Duties of the Committees:
 - 1. Organizing and Membership Committee – The organizing and membership Committee shall accept or reject membership applications in accordance with the by-laws and rules of this Association, revoke membership with cause, and

shall assist the Association in organizing all employees within the Association's jurisdiction.

2. Legislative-Political Committee – The Legislative-Political Committee shall assist in developing and pursuing the Legislative and Political goals of the Association. The committee will work to bring issues forward to Congress, relevant oversight committees, the President and presidential appointees.
3. Election Committee – The Election Committee shall announce, conduct and certify the nomination, election, and referenda votes of the Association.
4. Veterans – The Veterans committee shall assist in developing and pursuing a program of ensuring the fair and equitable treatment of all current and former members of the armed services.
5. Medical – The Medical committee shall assist in developing and pursuing a program to educate and inform the membership about current health and wellness issues of concern and interest to the membership.

Article X - Order of Business

- A. The order of business at an Association meeting shall be as follows:
 1. Call to order
 2. Roll call of Association Board members
 3. Reading and action on minutes of previous meeting
 4. Report of Delegates and Board members
 5. Report of committees
 6. Unfinished business
 7. New business
 8. Adjournment
- B. The above order of business may be suspended by two-thirds (2/3) vote of the members present.

Article XI – Association Board, Delegates and Their Duties

Section 1 – Association Board

- A. The Association Board shall consist of:
1. 4 (four) appointed Executive Board members; and
 2. 5 (five) elected National Board members.
- B. A majority of the Association Board shall constitute a quorum.
- C. The duties of the Board shall be as follows:
1. Executive Board – The Executive Board is comprised of founding board members or their successors and provides vision, guidance and stability to the association. The founding board members are the original signatories on the association formative documents, or those voted by the Executive Board to succeed them. The Executive Board is responsible for making decisions and taking action on behalf of the Association membership. The Executive Board shall:
 - a. be responsible for the conduct of all Association business;
 - b. publicly speak on behalf of the association;
 - c. vote on any actions and referendums brought before the Board;
 - d. preside and supervise at all association meetings;
 - e. approve bills to be paid, and countersign all checks drawn on the Association accounts;
 - f. maintain a record of the membership;
 - g. be custodian of all assets of the Association;
 - h. report to the membership yearly on the financial status of the Association;
 - i. cause the proper filing of all reports or filings required by federal, state or local law;
 - j. record and maintain the minutes of all meetings of the Association;
 - k. hire employees as necessary to conduct association business; and
 - l. serve until resignation, or unless unseated for cause by a vote consisting of 3/4 (three quarters or 75%) of the full Association Board.
 2. National Board – The National Board is comprised of elected AMA Delegates who are nominated and selected by their peers (only Delegates may nominate and elect National Board members). The National Board provides leadership, agency operational knowledge, vision, and guidance. The National Board is responsible for making decisions and taking action on behalf of the Association membership. The National Board shall:
 - a. be responsible for the conduct of Association business;
 - b. vote on any actions and referendums brought before the Board;
 - c. preside and supervise when necessary at any association meetings;

- d. Solicit input from the Delegates on the vision and direction of the association;
- e. be nominated and elected by current Delegates as overseen by the Election committee; and
- f. serve for a 3 (three) year term with no term limits.

Section 2 – Association Delegates

- A. Association Delegates allow for a more informed membership and a more effective representation of members. Delegates will serve as Representatives for the Association.
- B. It is the intent of the association to seat one or more delegates at every location with membership. The number of Delegates shall be based generally on the number of paid members on a 50 to 1 ratio. Exceptions will be made at the discretion of the Association Board.
- C. Association members in good standing within each location will vote for the person(s) to act as Delegates. The term of office for Delegates will be three (3) years. Should a mid-term vacancy arise in one of these positions, the Association Board may appoint a member to temporarily fill that position; another Delegate vote for the vacancy will be arranged as soon as practicable by the Election committee.
 1. The duties of an Association Delegate shall be:
 - a. Communication:
 1. Distributing Association material;
 2. Report to the Association Board on the affairs of the members and coordinate with the Association Board on all issues which affect the entire membership;
 3. Inform the group that he or she represents of the decisions made by the Association;
 4. Facilitate local Association meetings including organizing venues, distributing notices, etc.;
 - b. Recruitment & Organizing:
 1. Provide one-on-one contact with members and potential members ensuring new personnel are invited to join the Association;
 2. Contact Association members about meetings and campaign activities;
 3. Assisting Association campaigns in the workplace
 - c. Representation:

1. Serve as the first point of contact for workplace and disciplinary issues and coordinate representation.
2. Provide initial advice to members, and refer members to the Association Board for more complex matters;
3. Identify collective issues in the workplace and bring them to the Association Board for assistance.

Article XII – Conduct of Meetings, other Association Business and Quorum

- A. Membership meetings and any other business of the Association shall be conducted under these bylaws and rules of the Association. Copies of these bylaws shall be made available to any member.
- B. The number constituting a quorum at Association meetings shall be the majority those present, provided that due notice of the meeting has been given.
- C. A majority of the officers of the Association Board or a majority of the members of a committee shall constitute a quorum for those bodies.

Article XIII – General Election Provisions

- A. Only members of the Association in good standing shall be eligible to vote.
- B. The nominee in any election receiving the majority of the votes cast shall be declared elected. If no one nominee has a majority on the first ballot, the vote shall be taken again and the two nominees having the greatest number of votes on the first ballot shall be nominees on the second ballot.
- C. The term of elected office shall be for three (3) years.
- D. The officers shall take office immediately upon notice.

Article XIV – Vacancies

A vacancy in the Association Board shall be filled by a unanimous vote of current Association Board Members. Only elected Delegates can be appointed to a vacancy on the Executive board. Vacancies in the National Board shall be filled in the same manner as elections to the National Board.

Article XV – Amendments to Association By-laws

After adoption, these bylaws may only be amended through action by the Association Board and ratification by the Association membership.

Article XVI – Fiscal Year and Audit

- A. The fiscal year of this Association shall be from January 1st of each year to and including December 31st of the same year.

The financial records of the Association shall be audited by a Certified Public Accountant, or by a committee established by the Association Board, at the end of each fiscal year. The printed results of such audit shall be made available for physical inspection to any member of the Association in good standing.

Article XVII – Honorary, Emeritus, and Founder Positions

- A. Honorary members - The Association Board may confer honorary membership to persons who provide outstanding support to the AMA. Honorary members have no voting rights with respect to AMA business.
- B. Emeritus – Emeritus is an honorary position which recognizes the distinguished service of a President upon retirement. Emeritus status may be granted with a majority vote of the Association Board. A President Emeritus shall:
- m. have no voting rights with respect to AMA business;
 - n. provide leadership and guidance to Association Board activities and program development;
 - o. provide historical perspective and make suggestions for improvement and direction;
 - p. be a spokesperson and advocate for the association in all forums; and
 - q. moderate meetings at the request and discretion of the Association Board
- C. Association Founder – The Founder title is an honorary status granted by a majority vote of the Association Board to the original signatories on the formative documents of the association.

Article XVIII – Oath of Office

Each Member of the Association Board, after meeting all other qualifications, shall be considered seated upon taking the following oath:

“I _____ (name) _____, hereby accept the office of _____ (name of office) _____ of the Air Marshal Association, with full knowledge of the responsibilities and duties of such office.

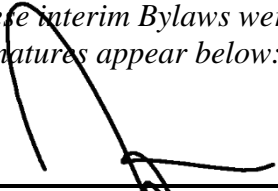
“I promise to faithfully discharge my duties according to the bylaws and rules of the Association, safeguard all Association information, and give to my successor in office all books and records in my possession.”

“I shall at all times endeavor to serve the members of this Association with honor, integrity, and in good faith, so help me God.”

Article XIX – Adoption

These bylaws shall be operative upon ratification by a majority of the membership in a vote called for that purpose.

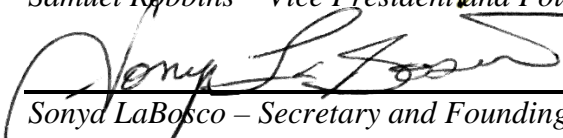
These interim Bylaws were approved on 19 May 2016 by the Founding Board whose signatures appear below:



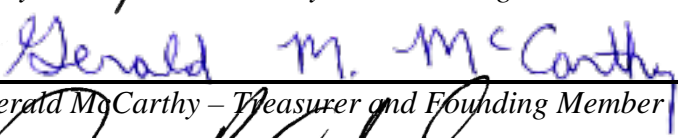
John Casaretti – President and Founder 5/19/16
Date



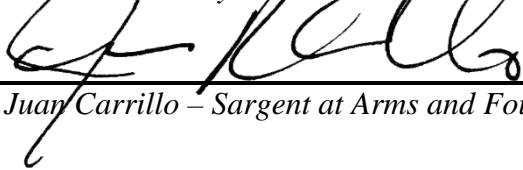
Samuel Robbins – Vice President and Founding Member 5/19/16
Date



Sonya LaBosco – Secretary and Founding Member 5/19/16
Date



Gerald McCarthy – Treasurer and Founding Member 5/19/16
Date



Juan Carrillo – Sargent at Arms and Founding Member 5/19/16
Date

These Bylaws were ratified on 10/10/2016 by a majority of the membership through a membership vote called for this purpose and are considered adopted and operative as of 10/10/2016.