

Fire Battalion Cadet Association



CONSTITUTION AND BY-LAWS

INCORPORATED

23 June 2008

AMENDMENTS

Amended – 15 April 2009

Amended – 30 April 2010

Amended - 10 April 2011

Amended – 1 December 2011

Amended – 1 April 2012

**FIRE BATTALION CADET ASSOCIATION
728 WEST ROOSEVELT ROAD
CHICAGO, ILLINOIS 60607**

FBCA-EC

23 June 2008

MEMORANDUM FOR RECORD

SUBJECT: Fire Battalion Cadet Association Constitution and By Laws (As Amended 30 April 2010)

Provisional bylaws of the "Fire Battalion Cadet Association"

I General Part

Article 1 - Name and domicile

the full name of the organization is: "Fire Battalion Cadet Association". It is a non-profit association as interpreted under Illinois Civil Law. (Illinois compiled statutes 1992, Chapter 805, Act 105) The abbreviation of the name is "FBCA"

Article 2 - Intended purpose and activities

Intended purpose

1. The Organization is an affiliate of the University of Illinois at Chicago Military Science – Officer Education Program, an independent, not-for-profit educational association. The purpose of the Organization is to provide services to its ROTC Cadets, alumni constituency, and to the University. Services and activities may be educational, developmental, or social and may encourage both fellowship and constructive contributions to the University. This Organization is organized in order to encourage all members to support the Military Officer Education Program (Army ROTC) University of Illinois at Chicago and to participate in building a greater University.

(A). The purpose for which this organization is organized are exclusively religious, charitable, scientific, literary and or educational within the meaning of section 501(c) (3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue Law.

(B). Notwithstanding any other provisions of these articles, this organization shall not carry on any activities not permitted to be carried on by an organization exempt from Federal Income tax under 501 (c) (3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue Law.

2. This Organization shall organize the interests, abilities, and efforts of the Military Officer Education Cadets and alumni for the good of the Military Science Department and the professions it serves; and to provide the mechanics of individual and group service by these alumni to the University of Illinois at Chicago. Association Programs shall be carried out by the volunteer efforts of cadets and alumni in a manner consistent with University of Illinois policies and procedures as the University has established through its Alumni Relations Office.

3.. Efforts shall be made to:

a) Broaden the awareness and support of the Military Science Department and scope of various activities through funds provided by private donors using university guidance and guidelines.

b) Encourage active membership among currently enrolled students and former cadets now commissioned in the United States Army. Encourage and increase participation in the gifts program of the University of Illinois at Chicago. Encourage and effect liaison among all ancillary educational groups and programs associated with the College of Liberal Arts.

c) Develop interest in and support of Military Science programs among College of Liberal Arts alumni through meetings and other activities.

d) Create and develop a higher degree of prestige and recognition of purposes of the professions served by the College of Liberal Arts.

Article 2 - Intended purpose and activities (Continued)

- e) Assist the University Alumni Records Office in increasing quality of alumni records.
 - f) Establish effective relations between the military science community and governmental authorities and provide links to other national and international organizations with complementary aims.
4. "Fire Battalion Cadet Association" is devoted to the development of research and teaching in military sciences, also known as Leadership Development.
5. The Fire Battalion Cadet Association is a nonprofit membership organization; members are organizations such as military science departments of universities subordinate to the host Battalion at University of Illinois at Chicago. As well as commissioned Army Officers who attended Reserve Officer Training Corps (R.O.T.C) training at University of Illinois at Chicago or one of its satellite schools. The association maintains close ties with other academic and professional organizations.
6. To act as the representative of the Military Science Department in a liaison role fostering educational research and community awareness. To foster the cooperation between education, research and industry.
7. Activities: "Fire Battalion Cadet Association" aspires the following activities:
- a) To organize the Military Science Research Annual seminar.
 - b) To organize theme-specific conferences, workshops or other meetings.
 - c) Produce the Fire Battalion Cadet Association regular publications, such as the "Battalion Spotlight".
 - d) "Fire Battalion Cadet Association electronic newsletter.
 - e) Publication of information on the "Fire Battalion Cadet Association" website.
 - f) FBCA special reports on specific topics, either FBCA initiated or commissioned by government or other organizations.
 - g) Services to members, such as email alerts, information on developments in military science education and research, career development help etc.
 - h) Definition, publication and enforcement of standards of conduct and codes of ethics for professionals in military science education and research.
 - i) Interactions with the general public, governments (local, national), the media, industry and other bodies, intended to raise and resolve issues related to military science education and research.
8. The Fire Battalion Cadet Association exists for the sole purpose of providing services for the Fire Battalion Corps of Cadets. *Services include leadership development, military education and supporting internet communication to current cadets and alumni. This term being applied meaning services to the corps of cadets as a whole and not benefiting any one individual.* Typical annual fund raising activities are as follows:
- a) The Bank of America / Chicago Marathon where cadets perform support roles in set-up and baggage check areas.
 - b) Shamrock Shuffle where cadets perform support roles in set-up and baggage check areas.
9. The Fire Battalion Cadet Association exists for the sole purpose of providing services for the Fire Battalion Corps of Cadets. Typical Services are:
- a) Additional Practicing basic rifle marksmanship, becoming SCUBA, Lifeguard or EMT-B certified and participating in Ranger Challenge, The Bataan Memorial Death March, The Norwegian Road March, The German Armed Forces Military Proficiency Badge Competition and various field training exercises.
 - b) Historical Seminars that our cadets attend throughout the year
- . Amendment 1 Dec 2011 - Services include leadership development, military education and supporting internet communication to current cadets and alumni. This term being applied meaning services to the corps of cadets as a whole and not benefiting any one individual.*

Article 2 - Intended purpose and activities (Continued)

- c) The cadets of the Fire Battalion have the opportunity to practice marksmanship and become familiar with various weapons. Not only does this build battalion esprit de corps, but it also provides great training on the proper handling of weapons and various techniques to become proficient shooters. The Fire Battalion Cadet Association funds also assist in unfunded additional ammunition, range fees and any transportation and parking fees.
- d) Members of the Fire Battalion's Wardog Divers Club have the opportunity to become SCUBA, EMT-B and Lifeguard certified. These opportunities emphasize military development and personal growth and provide each cadet with valuable lifelong skills in the medical and aquatic environments. The Fire Battalion Cadet Association funds would assist in the of travel, lodging and certification fees.

Article 3 - Membership

1. Military Science Department Cadre, former Cadre and Staff shall be eligible for membership on the Executive Board of Directors. Current cadre will have associate status and not have voting privileges solely for the purpose of potential conflict of interest considerations. Initially, upon creation of the Association Board, the PMS will appointed the Chairman of the Executive board and Fund Custodian to initiate corporate structure and comply with Internal Revenue and State corporate rules of law. Population of further board members is at the discretion of the Sitting Chairman of the Executive Board of Directors initially and the by quorum vote after that. The Military Science Department shall appoint a Cadet council through the balloting process and appoint a cadre member to serve as liaison to the Executive Board of Directors. Currently enrolled cadets are considered Fire Battalion Cadet Association members. Membership and vote for Unit Cadet Fund Council will be determined by Election (See Attachment B) membership by ballot in February and March annually and have results published NLT May of that year. Regular membership status is subject to routine application without an annual fee.

- a) Regular and Associate Members must be approved yearly by the Executive Board.
 - b) "The Fire Battalion Cadet Association" makes no distinction of national origin, Race, Religion or gender among its members.
2. FBCA Membership shall be terminated in the following cases:
- a) Withdrawal by the member: Withdrawal can only occur with written notice.
 - b) By expulsion for violation of bylaws and rules or for any other conduct prejudicial to the interest and correct functioning of the association.
 - c) Any proposal to expel a member must be backed by at least one-fifth of all the regular members. A two-thirds majority of all the regular members is necessary to expel a member. Such expulsion will become effective 15 days after notification by certified mail.
 - d) A member who has been expelled can only be re-admitted by the General Assembly with a two-thirds majority of all ordinary members.

Article 4 – Executive Officers

1. The governing body of the cadet association fund shall be the fund council under the guidance of the fund president, fund custodian, assistant fund custodian.
- (a) Pay and Allowances: All Executive Board and Fund Council Member positions are non-paid positions.
 - (b) Compensation for Board member Travel is authorized upon 2/3 approval of the board.
 - (c) Outside advisors will not be used in the routine administration of the fund
 - (d) Periodic reviews and safeguards shall be implemented to ensure that conflict of Interest situations do not occur which may jeopardize 501c (3) tax exempt status.

Duties and Responsibilities of Board of Directors

General. Authority over the FBCA is vested in the Fire Battalion Board of Directors. The FBCA Board of Directors governs in accordance with FBCA Bylaws, providing direction and guidance for the proper administration and operation of the FBCA programs and in an advisory capacity for expenditure of funds. As such, it is necessary that the Board be proactive in its deliberations and committed to the concepts of excellence, quality management and accountability in attaining goals and objectives. The Board of Directors shall consist of a minimum of four (4) Directors appointed by the Professor of Military Science. Meetings of the Board of Directors shall be held at least four (4) times a year in the months of March, June, September, and December. One meeting (December) will serve as the annual meeting which will be used to recommend new directors, evaluate contracts, and determine budgetary requirements. The Chairman of the Board of Directors will be selected from the sitting Directors. Acceptance of appointment to the Board implies that the member will make every effort to attend its meetings, and understands that three (3) unexcused absences is cause for termination.

Summary of Change 30 April 2010

amendment Article 3, Para 1: 1. Military Science Department Cadre, former Cadre and Staff shall be eligible for membership on the Executive Board of Directors. Current cadre will have associate status and not have voting privileges solely for the purpose of potential conflict of interest considerations. Initially, upon creation of the Association Board, the PMS will appointed the Chairman of the Executive board and Fund Custodian to initiate corporate structure and comply with Internal Revenue and State corporate rules of law. Population of further board members is at the discretion of the Sitting Chairman of the Executive Board of Directors initially and the by quorum vote after that. The Military Science Department shall appoint a Cadet council through the balloting process and appoint a cadre member to serve as liaison to the Executive Board of Directors. Currently enrolled cadets are considered Fire Battalion Cadet Association members. Membership and vote for Unit Cadet Fund Council will be determined by Election (See Attachment B) membership by ballot in February and March annually and have results published NLT May of that year. Regular membership status is subject to routine application without an annual fee

Article 5 -- Duties of the Cadet Fund Committee

1. The cadet Association Fund Council is responsible for the following but not exclusively limited to

- a. Administration of purchasing activities of the Cadet Association Fund.
- b. To vote for approval or disapproval of all Cadet Association Fund Activities.
- c. Propose and execute fund raising actions including mailings, direct contact and e-mail activities
- d. Maintains and updates Alumni Rosters and contact lists

2. Duties of the Cadet Association Fund Officers:

a. The President (Alumni, Staff, or Board of Directors Member):

- (1) Oversee the planning and execution of all fund activities.
- (2) Continually evaluate the performance of the cadet fund custodian and deal with problems that may arise.
- (3) Call special meetings of the Fund Council.
- (4) Facilitates order of business described in Article 6

b) Cadet Association Fund Custodian

- (1) Shall perform all duties as designated by the president.
- (2) Organize the fund records and fund balances. To include preparation of Financial Statements
- (3) Performs disbursement authorizations and Bank Drafts.
- (4) Cadet Association Fund Credit / Debit Card Holder
- (5) Maintains Fire Battalion cadet Association Check Book
- (6) Non-Voting member of council (Serves as Staff Advisor) Serve as Executive Board Chief Financial Officer
- (7) Additional Duty as Fire Battalion Cadet Association Webmaster and PayPal Donation Administrator
- (8) Compile and tabulate annual donations, fund reports and prepare IRS tax returns (IRS form 990) and other reports as required by the Illinois Attorney General's Office, The Illinois Secretary of State's Office as applicable to Illinois Registered Charities and Domestic Non-Profit organizations.
- (9) Manage contracting, travel and fund expenditures.
- (10) Reports fund status to the board quarterly
- (11) Prepare and maintain financial statements
- (12) Insure that Grant money donated to the Cadet Association is not designated for disbursement or transferred to other venues outside the purview of the original Intent of the grant or in that it would jeopardize the purpose of the gift without expressed written consent of the donor.

c) Fund Recorder (Cadet)

- (1) Responsible for taking minutes of the Fund meeting.
- (2) Conducts roll call at the Fund meetings.

ARTICLE 6 - Order of Business

- 1. Roll Call.**
- 2. Reading of the Minutes of the preceding meeting.**
- 3. Reports of Committees.**
- 4. Reports of Officers.**
- 5. Report of Executive Board of Directors - Quarterly**
- 6. Old and Unfinished Business.**
- 7. New Business.**
- 8. Adjournments.**

Paragraph 2 (b) Amendment t 1 April 2010 Further defines role of Fund Custodian

Paragraph 2 (b) Amendment 1 April 2012 Updates and additionally defines role of Fund custodian to include webpage PayPal administrative tasks and functions

Article 7 – Term of Office

All Officers will hold their office for the term of their assignment, Election or otherwise released. Cadet positions such as Fund President will be established to mirror the Cadre/Alumni positions.

Article 8 – Elections

1. The student members of the Cadet Association Fund will elect their officers by a majority vote.
2. The Corporate Principle Officer will tabulate the vote, compile and publish the results.
3. The elections will take place in March for cadet council and June for Executive Board of Directors and run through May for cadet appointments affecting the next school year.

Article 9 – Meetings

Special Meetings. Special meetings may be called at any time for the purpose of considering matters, which, by the terms of the Bylaws, require the approval of the General Membership. Said meetings shall be called by written or Internet notice, authorized by the President, a majority of the Board of Directors, or by at least 15% of the General Membership in good standing. A quorum shall be considered to be the members in attendance if over ten (10) are present. Order of Business. of meetings of the FBCA fund council meetings will be held in conjunction with regularly scheduled staff meetings at least once a semester or as often as necessary to conduct cadet fund business. See Article 6 for order of business

Article 10 – Miscellaneous

The Fire Battalion Cadet Association shall not participate in any political or governmental activity which conflicts with the laws of the Federal Government, governing policies of the U. S. Army Cadet Command or the University of Illinois at Chicago

Article 11 – Dissolution

Upon the Dissolution of the Organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future Federal tax code, or shall be distributed to the Federal, state or local government for a public purpose. Any such assets not disposed of shall be disposed of by a court of competent jurisdiction of the county in which the principal office of the organization is located, exclusively for such purposes.

Article 12 – Amendments

Any amendment to this constitution shall be presented to the council at least one week prior to the vote being taken. A majority vote will constitute passage.

BYLAWS : Parliamentary Conduct: Roberts Rules of Order.

/S/
DAVID M. SCHOENFELD
LTC, (Ret)
Principal Officer/ Fund President

APPROVED AND AS AMENDED ON, 15 APRIL 2009, 30 APRIL 2010, 11 APRIL 2011, 1 DECEMBER 2011

<u>DAVID M. SCHOENFELD</u>	_____	_____
Principal Officer	Signature	Date

<u>ALLEN W. DAY</u>	_____	_____
FUND REGISTERED AGENT STATE OF ILLINOIS	. Signature	Date

Amendment of 30 April 2010 - Article 7 – Term of Office All Officers will hold their office for the term of their assignment or election or otherwise released. Cadet positions such as Fund President will be established to mirror the Cadre/Alumni positions. Article 8 – Elections 1. The student members of the Cadet Association Fund will elect their officers by a majority vote. 2. The Corporate Principle Officer will tabulate the vote, compile and publish the results. 3. The elections will take place in March for cadet council and June for Executive Board of Directors and run through May for cadet appointments affecting the next school year

FIRE BATTALION CADET ASSOCIATION

ATTACHMENT - A

CONFLICT OF INTEREST POLICY

ARTICLE I
PURPOSE

The purpose of the conflict of interest policy is to protect the tax exempt organization's (Organization) Interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Organization or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

ARTICLE II
DEFINITIONS

1. Interested Person

Any Director, Principal Officer, or member of a committee with governing board delegated powers, who has a direct or indirect financial interest , as defined below, is an interested person.

2. Financial Interest

A Person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

(a) An ownership or investment interest in any entity with which the Organization has a transaction or arrangement

(b) A compensation arrangement with the Organization or with any entity or individual with which the Organization has a transaction or arraignment.

(c) A Potential ownership investment interest in, or compensation arrangement with, any entity or individual with which the Organization is negotiating a transaction arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial. A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

ARTICLE III
PROCEDURES

1. Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and the members of committees with governing board delegated powers considering the proposed transaction or arrangement.

2. Determining Whether a Conflict of Interest Exists

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

3. Procedures for Addressing the conflict of Interest

- a. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
- b. The chairperson of the governing board or committee shall, if appropriate appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- c. After exercising due diligence, the governing board or committee shall determine whether the Organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- d. If a more advantageous transaction or arrangement is not reasonably possible under the circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Organizations best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

4. Violations of the Conflicts of Interest Policy

- a. If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis of such belief and afford the member the opportunity to explain the alleged failure to disclose.
- b. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take the appropriate disciplinary and corrective action.

ARTICLE IV
Records of Proceedings

The Minutes of the governing board and all committees with board delegated powers shall contain:

- a. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with a actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, the governing board's or committee's decision as to whether a conflict of interest in fact existed.
- b. The Names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings

ARTICLE V
Compensation

- a. A voting member of the governing board who receives compensation, directly or indirectly, from the organization for services is precluded from voting on matters pertaining to that members compensation
- b. A Voting member of any committee whose jurisdiction includes compensation matters and who receives compensation directly or indirectly from the organization for services is precluded from voting on matters pertaining to that members compensation.
- c. No Voting member of the governing board or any committee whose jurisdiction includes compensation matters and who receives compensation directly or indirectly, from the organization, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

ARTICLE VI
Annual Statements

Each director, principal officer and member of a committee with governing board delegated powers shall annually sign a statement which affirms such person:

- a. Has received a copy of the conflicts of interest policy
- b. Has read and understands the policy,
- c. Has agreed to comply with the policy, and
- d. Understands the Organization is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax exempt purposes

ARTICLE VII
Periodic Reviews

To ensure that the Organization operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize it's tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- a. Whether compensation arrangements and benefits are reasonable, based on competent survey information and the result of arm's length bargaining.
- b. Whether partnerships, joint ventures, and arrangements with management organizations conform to the organization's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

ATTACHMENT B
SAMPLE BALLOT

FIRE BATTALION CADET ASSOCIATION
P.O. BOX 6151
CHICAGO, ILLINOIS 60680

FBCA-EC

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Fire Battalion Cadet Fund Council - Ballot

Authority: Cadet Unit Fund Council Constitution & By-Laws as Amended dated 30 April 2010

PMS retains authority per constitutional amendment and By-Laws to initially appoint the following Cadre/Alumni Positions:

- (1) Fund President / MS-IV Cadet – Voting Member
- (2) Voting Member / SM – Cadet – Voting Member
- (3) Council Members (4) Voting Members
- (4) Counselor/Advisor – Cadre Member – Non Voting

CADET BALLOT

Consolidate balloting and send results to Mr. Allen Day at
allen.day@firebattalioncadetassociation.org NLT 30 May _____

_____ – Fund President – MS – IV – Voting Member This position will
have an Alumni or Cadre mirror position.

_____ – Fund Meeting Recorder MS-IV – Voting Member

_____ – Member MS-III – Voting Member

_____ – Member MS-II – Voting Member

_____ - Member MS I – Voting Member

DISTRIBUTION
Cadets

ATTACHMENT C

Executive Board of Directors

EXTRACT OF ARTICLES OF INCORPORATION AS REVISED BY NEW MEMBERSHIP (1 March 2012)

Article 1.

Corporate Name: FIRE BATTALION CADET ASSOCIATION

Article 2.

Name and Address of Registered Agent and Registered Office in Illinois:

Registered Agent: ALLEN WALTER DAY

Registered Office: REMOVED FOR SECURITY PURPOSE

Article 3.

The Executive Board of Directors shall be SEVEN in number, their Names and Addresses being as follows

DAVID M. SCHOENFELD Principal Officer Chairman, Board of Directors	REMOVED FOR SECURITY PURPOSE	Member Since 23 June 2008
ALLEN W. DAY Member / Chief Financial Officer NON-VOTING MEMBER	REMOVED FOR SECURITY PURPOSE	Member Since 23 June 2008
JOHN S. MIKOS Member - Director VOTING MEMBER	REMOVED FOR SECURITY PURPOSE	Member Since 30 April 2010
PATRICK D. FLANAGAN Member - Director VOTING MEMBER	REMOVED FOR SECURITY PURPOSE	Member Since 30 April 2010
MICHAEL A. LaCHANCE Member - Director VOTING MEMBER	REMOVED FOR SECURITY PURPOSE	Member Since 10 April 2011
JEFFREY C. COLLINS Member - Director VOTING MEMBER	REMOVED FOR SECURITY PURPOSE	Member Since 1 December 2011
NANCY A. ZAMORSKI Member - Director VOTING MEMBER	REMOVED FOR SECURITY PURPOSE	Member Since 1 March 2012

Period of Appointment: Until relieved by proper authority or Board of Directors Elections

Purpose: Periodically review Grants, establish rapport with a broadening base of association supporters and identify potential benefit of increasing program parameters beyond the known boundary to stimulate participation and interest in military studies, citizenship and leader development

SUMMARY OF CHANGES

Article 2

Paragraph 8 - Amendment 1 Dec 2011 - Services include leadership development, military education and supporting internet communication to current cadets and alumni. This term being applied meaning services to the corps of cadets as a whole and not benefiting any one individual

Article 3

Paragraph 1. Amendment – 1 April 2010 - Military Science Department Cadre, former Cadre and Staff shall be eligible for membership on the Executive Board of Directors. Current cadre will have associate status and not have voting privileges solely for the purpose of potential conflict of interest considerations. Initially, upon creation of the Association Board, the PMS will appointed the Chairman of the Executive board and Fund Custodian to initiate corporate structure and comply with Internal Revenue and State corporate rules of law. Population of further board members is at the discretion of the Sitting Chairman of the Executive Board of Directors initially and the by quorum vote after that. The Military Science Department shall appoint a Cadet council through the balloting process and appoint a cadre member to serve as liaison to the Executive Board of Directors. Currently enrolled cadets are considered Fire Battalion Cadet Association members. Membership and vote for Unit Cadet Fund Council will be determined by Election (See Attachment B) membership by ballot in February and March annually and have results published NLT May of that year. Regular membership status is subject to routine application without an annual fee. .

Article 5

Paragraph 2 (b) Amendment 1 April 2010 Further defines role of Fund Custodian

Paragraph 2 (b) Amendment 1 April 2012 Updates and defines role of Fund custodian to include webpage PayPal administrative tasks and functions.

Article 7

Amendment of 30 April 2010 - Article 7 – Term of Office All Officers will hold their office for the term of their assignment, election or otherwise released. Cadet positions such as Fund President will be established to mirror the Cadre/Alumni positions.

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Elections

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ATTACHMENT B

Amendment of 30 April 2010 – Add Cadet Ballot for election of cadet membership to Cadet Association Fund Council as attachment B to Constitution and By-Laws

ATTACHMENT C

Amendment of 30 April 2010 – Add Corporate Executive Board of Directors for Cadet Association as required by the IRS and Illinois Attorney General's Registered Charity regulations for 501c 3 Tax exempt Status. Add period of appointment and purpose as described above.

Amendment of 10 April 2011 – Add LaChance, Michael A to Executive Board of Directors

Amendment of 1 December 2011 - Add Collins, Jeffrey C to Executive Board of Directors

Amendment of 1 December 2011 - Add Zamorski, Nancy A to Executive Board of Directors