

**The Retired Enlisted Association**  
*National Auxiliary*  
**Bylaws**



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## TABLE OF CONTENTS

Preamble		Page 1
Article I	Name and Location	Page 1
	Section 1 Name	
	Section 2 Authorization	
Article II	Objective	Page 1
Article III	Membership	Page 1
	Section 1 Regular	
	Section 2 Associate	
	Section 3 Honorary	
	Section 4 Courtesy	
	Section 5 Rights and Privileges	Page 2
	Section 6 Good Standing	
	Section 7 Transfers	
	Section 8 Resignation	
	Section 9 Expulsion or Suspension	
	Section 10 Reinstatement	
	Section 11 Members-At-Large (MALs)	Page 3
Article IV	Dues, Remittance, Rebates	Page 3
	Section 1 Dues	
	Section 2 Dues Remittance	
	Section 3 Rebates	
Article V	National Officers	Page 3
	Section 1 Elected Officers	
	Section 2 Appointed Officers	
	Section 3 Eligibility	
Article VI	Duties of National Officers	Page 3
Article VII	National Auxiliary Board of Directors	Page 3
Article VIII	National Convention	Page 3
	Section 1 Annual	
	Section 2 Waiver	Page 4
	Section 3 Auxiliary Chapter Proxy Votes	
	Section 4 MAL/Proxy Vote	
Article IX	Auxiliary Past National Presidents Council	Page 4
Article X	Standing Committees	Page 4
Article XI	Publications	Page 4
Article XII	Chapter Auxiliaries	Page 4
	Section 1 Eligibility	
	Section 2 Certification as a Chapter Auxiliary	
Article XIII	Referendum and Amendments	Page 5
	Section 1 Referendum	
	Section 2 Amendment	

Article XIV	Colors, Seal and Logo	Page 5
Article XV	Dissolution	Page 5
	Section 1      General	
	Section 2      Dissolving Auxiliary Chapter	
Article XVI	Oath of Office	Page 5
	Section 1      Application	
	Section 2      Oath	Page 6
Article XVII	Parliamentary Authority	Page 6

## **PREAMBLE**

We, as spouses and widows/widowers of retired enlisted personnel of the Armed Forces of the United States of America, are united to establish a permanent organization which shall be known as "The Retired Enlisted Association, Incorporated, Auxiliary." The primary mission of the National Auxiliary is to support the Association in its objectives.

## **ARTICLE I - NAME AND LOCATION**

**Section 1 (Name)** The name of the association shall be THE RETIRED ENLISTED ASSOCIATION, INCORPORATED, AUXILIARY (hereinafter referred to as "National Auxiliary").

### **Section 2 (Authorization)**

- a. TREA National Auxiliary was authorized and approved on June 26, 1972 at the TREA National Convention held in Junction City, Kansas.
- b. The registered address of National Auxiliary shall be the same as TREA Headquarters.
- c. Additional administrative offices shall be maintained at an address to be determined by the National Auxiliary Board of Directors.

## **ARTICLE II - OBJECTIVE**

The objective of the National Auxiliary shall be to assist TREA in all of its purposes and goals, both locally and nationally.

## **ARTICLE III - MEMBERSHIP**

**Section 1 (Regular)** Current spouses of regular members of TREA (i.e. spouses of all enlisted retirees and all active duty, reserve and national guard enlisted personnel with 10 or more years of retirement creditable service). Widows/widowers of enlisted retirees who did or did not maintain membership in TREA are eligible for regular membership in the National Auxiliary of TREA with all the privileges of membership to include voting and holding office. Widows/widowers of deceased TREA active duty, reserve and national guard enlisted personnel with 10 or more years of retirement creditable service or persons who were eligible for TREA regular membership at time of demise, if after September 1996, are also eligible under this category.

**Section 2 (Associate)** Spouses of living retirees as well as spouses of all active duty, reserve and national guard personnel with 10 or more years of retirement creditable service and who are NOT members of TREA (male or female) may become an associate member of TREA National Auxiliary, with all the rights and privileges of a regular member, except the privilege of holding a National office. Once the spouse becomes a member of TREA, the Auxiliary member can become a regular member and hold office.

**Section 3 (Honorary)** The National Auxiliary and its auxiliary chapters may bestow honorary membership upon any person who has rendered notable service and who is not eligible for regular or associate membership, as defined above. An honorary member is entitled to all the privileges of a regular or active duty member, except the right to vote or hold office. Such membership shall be a rare privilege.

**Section 4 (Courtesy)** Any person not otherwise eligible for National Auxiliary membership may be granted courtesy membership by chapter auxiliaries providing such membership is authorized in the chapter auxiliary bylaws. Courtesy members shall be chapter auxiliary members only and shall not be included in the official chapter auxiliary or National Auxiliary strength computations. All dues, if any, shall become chapter auxiliary assets. Copies of ***The Voice***, which contains an Auxiliary News Section, may be obtained from National Auxiliary Headquarters for distribution to these members.

**Section 5 (Rights and Privileges)** No person shall be denied membership **in the National Auxiliary or any of its auxiliary chapters** on the basis of race, color, creed, sex, religious or political beliefs or national origin. All Classes of membership shown in Sections 1 and 2 above shall have equal rights and privileges except as specified in this Article III. The right to hold office, make motions or vote, shall not be extended to honorary or courtesy members. Except for these restrictions, each chapter auxiliary shall determine the privileges to be extended to courtesy members, if accepted.

**Section 6 (Good Standing)** A member shall be considered in good standing except for reasons indicated below, and may be expelled from National Auxiliary for reasons indicated in a. or b. below only after being invited to appear before the National Auxiliary Board of Directors for a fair and impartial hearing. Failure to appear for any reasons shall not affect deliberations of the Board nor their right to remove any member from the rolls. Expulsion for other reasons shall be in accordance with Section 9.

- a. Acts that bring discredit to or are prejudicial to the best interest of the National Auxiliary.
- b. Membership in or sympathy with any subversive organization which advocates the overthrow of the Government of the United States.
- c. Delinquency of dues after 90 days following expiration date.

**Section 7 (Transfers)** Members in good standing may transfer between chapter auxiliaries and from member-at-large status to a chapter auxiliary, or vice versa. Upon acceptance, the gaining chapter will complete Auxiliary Form 100-8A (Change of Address/Auxiliary Chapter Assignment). The original will be forwarded to National Auxiliary Headquarters with a copy to the losing chapter auxiliary (if applicable).

**Section 8 (Resignation)** Members may resign from National Auxiliary by submitting written notification to National Auxiliary Headquarters. Such resignation shall sever all relations with National Auxiliary and its auxiliary chapters. Members who wish to resign from their chapter auxiliary of assignment only, must so specify in a letter of resignation addressed to their chapter auxiliary president. In this event, such members shall become National Auxiliary members-at-large and the chapter auxiliary must notify TREA National Headquarters on Auxiliary Form 100-8A (Change of Address/Auxiliary Chapter Assignment).

**Section 9 (Expulsion or Suspension)** The National Auxiliary Board of Directors and all chapter auxiliaries may expel or temporarily suspend a member for cause providing such action is authorized in the local chapter auxiliary bylaws **and providing the rights of the individual are not violated.** A member who is expelled from a chapter auxiliary becomes a National Auxiliary member-at-large unless also expelled from the National Auxiliary by two-thirds vote of the National Auxiliary Board of Directors. When a chapter auxiliary expels a member, expulsion from the National Auxiliary may also be requested but must be justified.

**Section 10 (Reinstatement)** A former member of National Auxiliary who resigned while in good standing, or who forfeited membership due to nonpayment of dues, may rejoin as a new member or be reinstated with an original "join date" upon payment of all dues in arrears. Chapter auxiliary "join date" may be established in accordance with approved chapter auxiliary policy. Members expelled from the national association may apply in writing to the National Auxiliary Board of Directors for new membership after a period of one year, and may be accepted by two-thirds vote. Chapter auxiliaries shall use similar procedures following the expulsion of chapter auxiliary members.

**Section 11 Members-At-Large (MALs)** Persons holding National Auxiliary membership who are not assigned to a chapter auxiliary shall be assigned as "members-at-large". A member-at-large (MAL) may be assigned to a chapter auxiliary in accordance with Section 7 above. Members-at-large shall have equal rights with all other members of the same membership classification, except that if a chapter auxiliary levies membership dues, it may restrict certain privileges to dues-paying members as determined by its membership.

#### **ARTICLE IV - DUES, REMITTANCE, AND REBATES**

**Section 1 (Dues)** Membership dues shall be set by delegates at the National Convention. Auxiliary members shall renew dues on or before the anniversary date of their joining. Chapter auxiliary dues, if any, shall be in addition thereto and paid directly to the chapter auxiliary and shall not be transmitted to the National Auxiliary. Dues become delinquent if not paid by the end of the second month following expiration, at which time delinquent members are dropped from the rolls.

**Section 2 (Dues Remittance)** Any person may remit dues directly to TREA National Auxiliary. When feasible, members are encouraged to pay dues directly to the treasurer of the chapter auxiliary, who shall remit those dues to TREA National Auxiliary on a monthly basis, using Auxiliary Form 100-10 (Auxiliary Membership Dues Transmittal). Members-at-large shall remit dues directly to TREA National Auxiliary.

**Section 3 (Rebates)** TREA National Auxiliary shall send a semi-annual rebate to chapter auxiliaries on each member's dues that have been sent to TREA National Auxiliary during that period.

#### **ARTICLE V - NATIONAL OFFICERS**

**Section 1 (Elected Officers)** The elected officers of the National Auxiliary shall be a President, Vice President, Treasurer and three Directors (during odd years, 1 - 2-year director will be elected; during even years, 2 - 2-year directors will be elected).

**Section 2 (Appointed Officers)** The National Auxiliary President, with the consent of the Board of Directors, shall appoint a Secretary. A Parliamentarian shall be appointed and contracted by the National Auxiliary President to serve with the National Board in its meetings at the National Conventions. .

**Section 3 (Eligibility)** A person shall be eligible for office if she/he has been a member of National Auxiliary for at least one year.

#### **ARTICLE VI - DUTIES OF NATIONAL OFFICERS**

The duties of the officers shall be those normally assigned to a particular office as described in ***Robert's Rules of Order, Newly Revised*** insofar as they do not conflict with the duties outlined in the standing rules of the National Auxiliary.

#### **ARTICLE VII - NATIONAL AUXILIARY BOARD OF DIRECTORS**

Subject to direction from the membership, the control and management of National Auxiliary shall rest in the Board of Directors consisting of the elected, including the immediate Auxiliary Past National President, and appointed officials, who shall transact the business of the National Auxiliary between sessions, and have the control over any other responsibilities that these bylaws may elsewhere assign to it.

#### **ARTICLE VIII - NATIONAL CONVENTION**

**Section 1 (Annual)** A regular session of the general ASSEMBLY (that is, an Annual Session of the assembly or National Convention) **shall coincide with the TREA National Convention.**

**Section 2 (Waiver)** The Annual Session may be waived in the event of a national emergency by a two-thirds (2/3) vote of the Board of Directors.

**Section 3 (Auxiliary Chapter Proxy Votes)** The delegates from a chapter auxiliary may share the number of proxies necessary to give that chapter auxiliary its authorized number of votes. Exceptions because of emergency or other type situations shall be covered under applicable Standing Rules.

**Section 4 (MAL/Proxy Vote)** A MAL delegate who is in good standing may be accredited and entitled to cast one vote upon payment of the registration fee, and may carry as many proxy votes as the smaller chapters are allowed.

#### **ARTICLE IX - AUXILIARY PAST NATIONAL PRESIDENTS COUNCIL**

A council of Auxiliary Past National Presidents shall serve as a group of counselors who have made a significant contribution to the National Auxiliary and to whom National Auxiliary may refer to for advice.

#### **ARTICLE X - STANDING COMMITTEES**

**Section 1 (Titles)** There shall be the following standing committees, each of which shall have its customary area of interest:

- |                           |                     |
|---------------------------|---------------------|
| a. Bylaws and Rules       | e. Public Relations |
| b. Scholarship            | f. Legislative      |
| c. Finance                | g. Nominating       |
| d. Membership/Credentials |                     |

**Section 2 (Composition)** Unless otherwise specified in the bylaws or standing rules and except as the Board of Directors may otherwise direct, the composition of the standing committees shall be the concern of the Board of Directors.

#### **ARTICLE XI - PUBLICATIONS**

Official National Auxiliary publications shall consist of the national auxiliary bylaws, standing rules, any TREA Auxiliary newsletter type publications, and the Auxiliary News Section included in *The Voice*, the official publication of The Retired Enlisted Association, Inc.

#### **ARTICLE XII - CHAPTER AUXILIARIES**

**Section 1 (Eligibility)** Any group of spouses of an organized TREA chapter in commuting distance, interested in a chapter auxiliary, may organize and be eligible for recognition as an affiliated group, to be known as a chapter auxiliary, provided the group meets the following standards:

- a. The main purpose of the chapter auxiliary shall be to help advance the objectives of National Auxiliary as defined in its Auxiliary and Charter Programs.
- b. There shall be at least ten (10) members in the group at the time it petitions for certification as an auxiliary.

#### **Section 2 (Certification As A Chapter Auxiliary)**

- a. Upon receipt of the petition (TREA Auxiliary Form 100-9A) to charter a new Chapter Auxiliary, the Chapter Charter Committee shall review the request, determine eligibility for certification, and advise the National Auxiliary Board of Directors. When petition is approved by the TREA National Auxiliary President, the committee shall ensure a Chapter Auxiliary charter is issued, an affiliation agreement is signed between TREA National Auxiliary and the Chapter Auxiliary, copies of informational documents and any Auxiliary directives are provided, and necessary administrative support is available to the new Chapter Auxiliary.

- b. A copy of the approved chapter auxiliary bylaws and the original petition form, and signed copy of the affiliation agreement shall be kept on file at National Auxiliary Headquarters.

### **ARTICLE XIII - REFERENDUM AND AMENDMENTS**

**Section 1 (Referendum)** Any action (except election of Directors or Officers, or an amendment to these bylaws, or the Charter and Auxiliary Programs) that could be taken by the assembly or the Board of Directors may be taken by a referendum of the members. Such a referendum may be ordered by the assembly, by the Board of Directors, or by any twenty-five (25) members in good standing. Action taken by such a referendum shall be equivalent to action by the assembly, and the vote required for adoption shall be the same as that which would be required for adoption if the vote were taken in an assembly of all members and no one else.

#### **Section 2 (Amendment)**

1. These bylaws and the Charter and Auxiliary Programs can be amended by either of the following procedures:
  - a. A two-thirds vote of those present and voting in the assembly with previous notice having been given to all members of the National Auxiliary with the official notice of the session.
  - b. Under rare circumstances, in the nature of an emergency, or when the wording of a proposed change needs to be made for clarity, four-fifths vote in the assembly, with written notice having been made available at least twelve (12) hours before the vote to all members registered at the Annual Session.
2. Under rare circumstances, in the nature of an emergency, or when the wording of a proposed change needs to be made for clarity, the standing rules of procedure may be amended by a majority of those present and voting at a meeting of the national assembly with previous notice having been given to all members of National Auxiliary with the official notice of the session, or by a two-thirds vote of those present and voting with a written notice having been made available at least twelve (12) hours before the vote to all members registered at the session.

### **ARTICLE XIV - COLORS, SEAL AND LOGO**

The official colors of the National Auxiliary and all of its chapter auxiliaries shall be red and gold. The National Auxiliary Logo will be in accordance with standing rules. The corporate seal of TREA Auxiliary shall be two concentric circles with the words "The Retired Enlisted Association" between the outer and inner circles.

### **ARTICLE XV - DISSOLUTION**

**Section 1 (General)** In the event National Auxiliary or any of its auxiliary chapters must dissolve, the assets, after all debts are paid, shall be donated to one or more charitable organizations. The members present at the final meetings shall decide the recipients of the assets. State and local laws and the requirements of the U.S. Internal Revenue Service shall be adhered to during dissolution proceedings.

**Section 2 (Dissolving Auxiliary Chapter)** In the event that the dissolving Auxiliary Chapter forwards cash assets to the National Auxiliary, a record of those funds shall be kept separate for a period of one year, allowing the Auxiliary Chapter one year to reorganize and request the reinstatement of the of the Auxiliary Chapter and the return of funds. If the Auxiliary Chapter is not reorganized according to new Auxiliary Chapter Guidelines at the end of one year, the funds will be transferred to the WEF/Benevolent Fund, Scholarship Fund, or as decided by the Board of Directors, or to the pre-designated charity of the Auxiliary Chapter's choice.

## ARTICLE XVI - OATH OF OFFICE

**Section 1 (Application)** The elected officers shall assume office immediately upon the adjournment of the final business session and shall be officially installed at the annual banquet. The installation ceremony is a formality which if not held, or not attended by a newly elected officer, does not affect the time at which office is assumed. Both elected and appointed officers shall normally take the oath, which shall be repeated as shown:

**Section 2 (Oath)** "I, (state name), having been elected or appointed to the office of (state office), do solemnly swear (or affirm) that I will faithfully execute said office to the best of my ability, that I will support and defend the Constitution of the United States against all enemies, that I will uphold the ideals and traditions of TREA; and that I will abide by all rules and regulations to which I am subject, so help me God."

## ARTICLE XVII - PARLIAMENTARY AUTHORITY

The Rules contained in ***Robert's Rules of Order, Newly Revised*** shall govern the proceedings of the National Auxiliary in all cases to which it is applicable and in which it is not inconsistent with these bylaws and any special rules of order or standing rules that the National Auxiliary may adopt. Further, National Auxiliary bylaws and standing rules **need only to conform** with TREA bylaws and standing rules **on clearly requisite points**.

Adopted: June 1973

Revised: July 1984; July 1988; July 1989; July 1990; July 1991; September 1993; September 1994; September 1995; September 1996; September 1997; September 1998, September 1999; September 2000; August 2002; August 2003; September 2004; September 2006; September 2007; September 2008 (Changes made to ARTICLES III, VIII, XIII, XVII); September 2009 (Change made to ARTICLE XII, addition of Section 2 to ARTICLE XV, approved in September 2007, but inadvertently left out.)