CONSTITUTION

North Country Spouses' Club

Fort Drum, New York

Approved January 28 2026

ARTICLE I- NAME AND PURPOSE

SECTION 1.

The name of this association shall be the North Country Spouses' Club located at Fort Drum, New York, hereinafter referred to as the NCSC. The NCSC is not an instrumentality of the United States Government.

SECTION 2.

The North Country Spouses' Club is dedicated to inspiring a spirit of community at Fort Drum by providing scholarships, community grants, and opportunities for social, cultural, and creative pursuits while fostering service through community projects.

ARTICLE II- GENERAL PROVISIONS

SECTION 1. AUTHORITY

The NCSC operates as a private organization and exists on Fort Drum with the written consent of the Garrison Commander. The consent is contingent upon compliance with AR 210-22. Permission to operate as a private organization on Fort Drum, New York may be revoked at any time by the Fort Drum Garrison Commander. The operation of the NCSC will comply with all applicable DoD, Army and with the Joint Ethics Regulation, DoD 5500.7R, Ft Drum Private Organizations Guidelines and DoD 1000.15, Private Organizations on DoD Installations. In accordance with (IAW) Army Regulation 210-22, paragraph 5f (4), NCSC will comply with annual reporting requirements by submitting the following; (a) monthly financial statements; (b) Annual audit reports; (c) Proof of insurance; (d) Current name, addresses, e-mail addresses, and telephone numbers of officers; (e) Any major changes in PO activities, membership requirements, officers, objectives, organization, constitution, bylaws, use of funds and management functions to Director of Community Activities (DCA), Fort Drum, for approval and placed on file.

SECTION 2.

The NCSC shall in no way be affiliated with the Department of the Army nor will its activities be conducted in the name of an installation or organization of the Army.

SECTION 3.

The NCSC will neither propagate extremist views nor advocate violence against others or the violent overthrow of the Government. The activities of the NCSC will not seek to deprive individuals of their civil rights. The NCSC will not engage in any acts of public persuasion on Fort Drum or use Fort Drum as a public forum to host free discussions on matters of public policy or public concern.

SECTION 4.

The NCSC will comply with state and/or local laws concerning licensing, certification and registration in regard to its activities. The NCSC will be responsible for ensuring applicable fire and safety regulations, environmental laws, local, state and federal tax codes, applicable laws on labor standards, and any other applicable statutes and regulations are complied with in the operation of the NCSC.

SECTION 5.

The NCSC will maintain a General Liability insurance policy, in the amount of three hundred thousand dollars ($300,000) per occurrence to cover its members and guests for all NCSC-related events.

SECTION 6.

The programs and activities of the NCSC shall not discriminate or discredit the military services or any other agencies of the United States Government.

SECTION 7.

Neither an appropriated fund activity nor a non-appropriated fund instrumentality will assert any claim to the assets of this organization nor incur or assume any obligation of any private organization, except as may arise out of contractual relationships.

SECTION 8.

NCSC will not engage in activities that are in conflict with authorized activities of non-appropriated fund instrumentalities as defined in AR 215-1.

SECTION 9.

The NCSC is not established to provide morale, welfare and recreation services essential to the operation of the United States Army.

ARTICLE III – OFFICERS AND GOVERNING BODY

SECTION 1.

The elected officers of the NCSC shall be the following: President, First Vice President - Fundraising, Second Vice President - Socials, Secretary, Publicity, Treasurer, and Parliamentarian.

SECTION 2.

The Executive Board shall consist of the elected officers, Honorary Presidents and Honorary Advisors. The Executive Board acts in an advisory capacity to the President and shall be effective upon the yearly election and assume full duties upon installation. The elected officers of the Executive Board may not be in the same position in another organization that conducts business with the NCSC during the same time.

SECTION 3.

The Governing Board shall consist of the elected officers, Honorary President(s), Honorary Advisor(s), and Chairpersons of standing committees. Each member shall have one (1) vote with the exception of the President, Honorary President(s), Honorary Advisor(s), and Parliamentarian. In the case of co-chair positions, that standing committee shall have only one (1) vote. The President shall vote only in the case of a tie.

SECTION 4. THE GOVERNING BOARD SHALL

a. Ensure the purpose and objectives of the NCSC are met during the transaction of its routine business and activities.
b. Establish policies and procedures for the NCSC, in accordance with the constitution and bylaws.
c. Formulate plans, activities and services for the membership.
d. Approve all expenditures for the operation of the NCSC and ensure all disbursements are within the purpose for which this NCSC was established.
e. Hold office for a minimum of one (1) year beginning with the installation of officers.

SECTION 5.

No NCSC Executive or Governing Board Member, or their immediate family member, is eligible to monetarily profit from any NCSC action or activity which involves payment from NCSC. This policy does not apply to scholarships and/or community grants

ARTICLE IV – MEMBERSHIP

SECTION 1.

The NCSC will not discriminate on the basis of age, lawful political affiliations, labor organization membership, physical handicaps, race, color, religion, national origin, sex, gender or sexual orientation. All members are expected to read and be familiar with the provisions contained within this Constitution and Bylaws. All members are expected to uphold the purpose of the organization. Membership in the NCSC shall be voluntary and is limited to eligible persons who shall be:

a. ACTIVE MEMBERS
    1. Spouses of active duty service members of the Armed Forces of the United States assigned to or residing near Fort Drum.
    2. Service members of the Armed Forces on active duty assigned to Fort Drum or Fort Drum area.

b. ASSOCIATE MEMBERS
    1. Retired service members and Spouses of retired or deceased service members of the Armed Forces of the United States residing in the Fort Drum area to include:
        a. Retired from Active Duty
        b. Retired from Reserve Components
    2. Family members, 18 years and older, residing in the household of active duty service members assigned to Fort Drum
    3. Civilian employees and/or spouses of civilian employees in the grade of GS-01 and above
    4. Spouses of service members of the Reserve Components of the Armed Forces of the United States, residing near Fort Drum.

c. HONORARY MEMBERS (no more than 15% of the total membership)
    1. Spouse of the Commanding General, Fort Drum, New York and Division Command Sergeant Major, Fort Drum, New York
    2. Spouses of Deputy Commanding Generals stationed at Fort Drum.

3. Spouses of any retired General Officers and Division and Garrison Command Sergeants Major residing in the area.
4. Other individuals who have rendered exceptional service and support to the Fort Drum community. Approval of said individuals is required annually by the Honorary Presidents, Honorary Advisor, and Executive Board.

SECTION 2. DUES AND PRIVILEGES

a. ACTIVE MEMBERS

1. Shall pay annual dues determined by the governing board
2. May vote on all matters related to the NCSC and presented at General Membership meetings. With the exception of the Parliamentarian, who is an active member who pays dues but does not vote.
3. May hold elected or appointed office
4. May participate in all activities and events of the NCSC.

b. ASSOCIATE MEMBERS

1. Shall pay annual dues determined by the Governing Board.
2. Shall have all rights and privileges, including holding a non-executive board position for no more than two years at a time.
3. There shall be no more than three Associate Members serving on the Governing Board at one time.

c. HONORARY MEMBERS

1. Are not required to, but may pay annual dues.
2. The spouses of the Commanding General, Division Command Sergeant Major and Deputy Commanding Generals shall have all rights and privileges of the NCSC with the exception of nominating, voting at any board meeting, and holding elected or appointed office.
3. All other Honorary Members shall have all rights and privileges of the NCSC with the exception of nominating, voting on any matter and holding elected or appointed offices.

SECTION 3. MEMBERSHIP STANDING

A member in good standing is defined as having paid the appropriate dues, incurred no outstanding NCSC debts (to include sub-club responsibilities) and is in compliance with the current constitution, bylaws, policies, and procedures of the NCSC.

SECTION 4. GUESTS

All members have the privilege of bringing guests to NCSC membership functions. However, no person eligible for membership shall be admitted as a guest to any monthly NCSC membership function more than once in an NCSC year. Any member bringing a guest to an NCSC function is responsible for payment of said guest, and in the event of a guest “no-show”, the NCSC member remains responsible for payment of said guest.

SECTION 5. MEMBERSHIP CONDUCT

Any member, board member, or prospective board member, engaging in bullying (physical /verbal / cyber) or aggressive behavior, disturbing other members' or the club's well-being, acting without integrity, or any behavior the board deems inappropriate and destructive to the club's environment, shall be subject to immediate removal from the club. This process requires written documentation of the issues provided to the president and/or the advisor to establish a pattern of behavior. The removal process requires a majority vote of the executive board and the approval of the advisor and honorary president(s). Members engaging in such behavior could face consequences up to not being allowed to join the board in the future and are subject to the possibility of not being allowed to rejoin the club as a member in future years per the determination of the executive board, advisor and president

The American Psychological Association defines bullying as: A form of aggressive behavior in which someone intentionally and repeatedly causes another person injury or discomfort. Bullying can take the form of physical contact, words, or more subtle action. Cyberbullying is verbally threatening or harassing behavior conducted through such electronic technology as cell phones, email, social media, or text messaging.

ARTICLE V: OPERATION DEPLOY YOUR DRESS

The NCSC shall operate an Operation Deploy Your Dress Shop within its physical location in accordance with the Operation Deploy Your Dress SOP. Operation Deploy Your Dress Fort Drum is not an extension of the national Operation Deploy Your Dress Program, but a standing committee of the NCSC with the purpose of serving as a community outreach to the families of Fort Drum. Operation Deploy your dress Fort Drum is affiliated with the National Operation Deploy Your Dress Program, and collaborates with other ODYD's across the nation. The Operation Deploy Your Dress Shop can be shuttered by a majority vote of NCSC members. If the Operation Deploy Your Dress Shop is dissolved, all property within is maintained as NCSC property and the Operation Deploy Your Dress Representative position will be removed from the NCSC Governing Board.

ARTICLE VI – SCHOLARSHIPS AND COMMUNITY GRANTS

SECTION 1. SCHOLARSHIPS:

Monies raised for Scholarship Awards by the NCSC are open Spouses of Department of Defense (DoD) ID cardholders and are dispersed in strict adherence with the DoD Joint Ethics Regulation, DoD Instruction 1000.15 and AR 210-22. Scholarship Awards will be made to military spouses students that have demonstrated exceptional service to their community as well as academic achievement. These criteria, application and the selection process are outlined in the Scholarship SOP and are attached hereto as an addendum to the NCSC Constitution.

SECTION 2. COMMUNITY GRANTS:

Monies raised for Community Grants by the NCSC are open to Non Profit Organizations within the greater surrounding Fort Drum Community and are dispersed in strict adherence to Joint Ethics Regulations, DoDI 1000.15 and AR 210-22. Qualifying criteria, application and the selection process are outlined within the Community Grants SOP are attached hereto as addendum to the NCSC Constitution.

ARTICLE VII – MEETINGS AND QUORUMS

SECTION 1. GENERAL MEMBERSHIP MEETINGS AND EVENTS

a. General Membership meetings, to include socials and other NCSC events shall be held according to an announced schedule. Other business meetings may be called at the discretion of the President. Organizational business that requires action by the membership may be conducted at these meetings.
b. General Membership meetings shall be held in April for the election of new officers. Installation for the new officers shall take place in May to include the installation ceremony at the May social, and any Executive or Governing Board meetings. This month is devoted to transition amongst the incoming and outgoing board members with the new board positions officially beginning June 1.
c. All reservations will be paid in full prior to the event RSVP closure. Should cancellation by a Member occur, after published deadlines, for any social or other NCSC event which requires a fee, said Member will be billed for the complete cost of the reservation
d. Child Policy: Unless specifically specified, children are not permitted at club events, to include sub-clubs, with the exception being a sub-club directly related to children, due to liability.
e. In the event of bad weather, members due to attend said social or NCSC event remain responsible for scheduled event payment and no refunds will be given.

SECTION 2. GOVERNING BOARD MEETINGS

a. The Governing Board shall meet at least once monthly as designated by the President. A quorum shall consist of a majority of voting members of the Board. The vote of the majority of the quorum present shall govern.
b. Members of the Governing Board will be limited to two (2) absences during their term. After two (2) absences, the Governing Board member will be on a probationary status to be determined by the Executive Board. An absence is defined as no notice and no report submitted prior to the scheduled meeting.
c. Special meetings of the Governing Board may be called at the discretion of the President
d. Officers-elect and Standing Committee Chairs will attend, if possible, the last meeting of the outgoing Executive and Governing Boards.
e. Any member in good standing, with at least twenty-four (24) hours prior notice given to the President, may attend Governing Board meetings to observe or present an issue to the Governing Board. The member may participate in the discussion surrounding the said issue, but shall not have a vote.

SECTION 3. EXECUTIVE BOARD MEETINGS

a. The Executive Board shall meet at the discretion of the President.

ARTICLE VIII- METHODS OF FINANCES

SECTION 1.

The NCSC shall have one (1) General Operating Account. Source of funds for the General Operating Account shall be from Membership dues and special fundraising events where net income, after expenses are covered. The General Operating Account shall be budgeted as

follows: Sixty (60%) percent for Outreach Programs, Grants and Scholarships; Forty (40%) percent for operational expenses.

SECTION 2.

The dues of the NCSC shall be decided annually by a majority vote of members of the Governing Board. No dues or any portion thereof shall be refunded upon the departure or reassignment of any member. Dues shall be reduced after January 1 of a membership year as decided annually by a majority vote of members of the governing board.

SECTION 3.

The President, First Vice President, Treasurer and Second Vice President shall be bonded.

SECTION 4.

The Governing Board shall not incur any financial obligations or enter into any contracts which extend beyond its term of office, with the exception of ongoing service contracts.

SECTION 5.

The Governing Board may authorize expenditures in the amount of one thousand dollars ($1,000) or less. Expenditures of over said amount in one transaction and not covered in the annual budget must be approved by a majority vote of the active members present at the next scheduled General Membership meeting.

SECTION 6.

At the end of the fiscal year, no less than four thousand dollars ($4,000) will be held in reserve for the General Operating Fund.

SECTION 7.

The fiscal and membership year shall run from June 1 through May 31 of the following year. The budget may not be approved before June 1 by the new Governing Board and must be approved by the General Membership at the first general membership meeting of the new year.

ARTICLE IX – ADOPTION AND AMENDMENTS

SECTION 1.

The constitution shall become effective upon the adoption by two-thirds vote of the voting members present at a scheduled General Membership meeting, provided a 30-day notice has been given to the members, either orally or in writing.

SECTION 2.

Constitutional amendments may be proposed by any voting member. Proposed amendments must be submitted in writing to the Governing Board. Upon approval of a majority vote by the Governing Board, a proposed amendment shall be read or otherwise distributed to the General Membership a minimum of 15 days and no more than 31 days prior to the proposed amendment being voted on by the General Membership. A proposed amendment to the constitution will be adopted upon a two-thirds vote of the voting members present and voting at an announced General Membership meeting.

SECTION 3.

This constitution shall be subject to the approval of the Garrison Commander or the designated representative thereof.

SECTION 4.

This constitution nullifies all previous governing documents pertaining to the NCSC, as referred to in Article I, herein.

SECTION 5.

The Governing Board is empowered to amend the bylaws upon a majority vote of the Board.

SECTION 6.

The member desiring to propose an amendment to the bylaws shall present the same in writing to the President and Governing Board. The Governing Board shall consider and act upon the amendment at its next meeting. Amendments to the bylaws are subject to review and approval by the Garrison Commander.

SECTION 7.

A Constitutional Review Committee will convene according to AR 210-22

ARTICLE X – PARLIAMENTARIAN AUTHORITY

All parliamentary procedures not covered by this constitution and bylaws shall be governed by Fort Drum and Army regulations related to Private Organizations.

ARTICLE XI– DISSOLUTION

Upon dissolution, either by an initiative of the membership or upon withdrawal of consent by the Installation Commander, disposition of the remaining assets after all debts and obligations have been liquidated will be donated to charities designated by the Governing Board and in accordance with a majority vote of the General Membership in a duly constituted meeting upon approval of the Installation Commander. The Club shall be liable if assets are not enough to cover debts and obligations.

ARTICLE XII – LIABILITY AND INSURANCE

SECTION 1.

All NCSC Members are personally liable for organizational debts if the assets of the organization are insufficient to discharge all liabilities in the event of bankruptcy, insolvency, or dissolution. Neither the Fort Drum Military Community, Department of the Army, DoD, nor the United States Government will incur or assume any liability on behalf of, or result of, the NCSC's actions or debts.

SECTION 2.

An individual member of the NCSC will not be personally liable for the negligent conduct of the NCSC or its members unless said member authorized assets to, participates in, or otherwise ratifies such conduct. When an individual member or members are not personally liable, the NCSC is liable for all debts or claims against it.

SECTION 3.

The NCSC agrees to reimburse Fort Drum for any utility expenses, unless use is incidental. (it would cost more to bill and collect expenses that it costs to provide the utility.)

SECTION 4.

The NCSC, in compliance with state and jurisdictional laws, has secured adequate insurance to protect against public liability and property damage claims or other legal actions that may arise as a result of activities of the organization or one or more of its members acting in its behalf, or the operation of any equipment, apparatus or device under the control and responsibility of the NCSC. The NCSC agrees to obtain a “Certificate of Insurance” for any events held at Fort Drum. This “Certificate of Insurance” will name Fort Drum as a third party insured. All members of the NCSC engaged in any events on Fort Drum will sign “Hold Harmless Agreements”

Approved by two thirds of the voting members present on 03/8/2026

President	Parliamentarian