

BY-LAWS  
U.S.S. SIERRA (AD-18) VETERANS ASSOCIATION

**ARTICLE I - NAME**

The name of this organization shall be "U.S.S. Sierra (AD-18) Veterans Association" and shall hereinafter be referred to as the Association.

**ARTICLE II - PURPOSE**

The purpose of the Association is to perpetuate the memory of United States Naval vessel U.S.S. Sierra (AD-18), a destroyer tender which was commissioned on March 20, 1944 at Tampa, Florida, served meritoriously during World War II, and has performed with distinction for over 47 years, to promote fellowship among its many sailors who served thereon, to support and recognize current shipboard personnel for their extraordinary services to the Navy in general and to the Sierra in particular as the membership of the Association so directs.

**Article III - Membership**

The Association shall be supported financially by annual dues contributions forwarded by its membership to the treasurer. Dues expire at the end of the calendar year. When joining, dues will be collected for the first year and pro-rated quarterly to the end of the next full year. Membership includes invitation to attend reunions, access to shipmate roster and quarterly Sierran Newsletter mailings. Membership shall be open to all officers and enlisted personnel who served aboard the Sierra for at least 30 days, additionally The Board of Governors have established the following membership classifications for others as to service requirements who wish to affiliate with the Association:

**a. Regular Member (RM)**

Any officer or enlisted personnel, who served aboard the USS Sierra for at least 30 days, will be classified as a Regular Member. Regular Members pay dues, must be current in dues to attend reunions, will have voting privileges at Association meetings, and may hold an elected office in the Association.

**b. Life Members (LM)**

Any Regular Member, paying dues for at least 5 consecutive years immediately prior to turning 80 years of age, will be classified as a Life Member (LM). Life Member dues are waived. Life Members will have voting privileges at Association meetings, and may hold an elected office.

**c. Honorary Members (HM)**

A spouse of a deceased Regular Member in good standing at the time of their passing may apply for an Honorary Membership; also any person of good standing in their community who is proposed by a member may join the Association as an Honorary Member. Honorary Members pay dues, must be current in dues to attend reunions, however will not have a vote in Association business, and may not hold an elected office.

**d. Honorary Life Members (HL)**

Honorary Members paying dues for at least 5 consecutive years immediately prior to turning 80 years of age will become an Honorary Life Member. Honorary Life Members' dues are waived. Honorary Life Members may attend reunions; however they will not have a vote in Association business, and may not hold an elected office.

**e. Paid Life Members (PL)**

Regular or Honorary members desiring a Paid Lifetime Membership will only receive the newsletter via email notification. The Lifetime Membership fees are: up to 49-\$350.00, 50-55-\$300.00, 56-60-\$250.00, 61-65-\$200.00, 66-70-\$150.00, 71-75-\$100.00, 76-80-\$50.00, over 80-\$15.00. Paid Life Members will be converted to Life Members after age 80 and will receive Life Member benefits at that time.

## **ARTICLE IV – ORGANIZATION**

Operations of the Association shall be managed by a Board of Governors consisting of president, vice-president, secretary, treasurer and at least four governors. All of the positions will be filled by an election at the annual reunion and persons so elected will serve for a period beginning with that election and will serve until the next reunion. No limitations shall be imposed on the number of terms any officer or governor may serve. However, any officer or governor may be removed from office by a majority of the Board at a special meeting called for such purpose.

## **ARTICLE V - OFFICERS**

### Section 1 - President

The president shall preside over all regular and special meetings and shall be the Association's representative in the conduct of all business matters during and between reunions. He will establish committees and appoint members thereto, and will act promptly to fill any vacancies that may occur due to death, disability, or resignation.

### Section 2 - Vice President

The vice president will assist the president in the performance of his duties and responsibilities. He will succeed to the office of president in the event of death, disability, or resignation of the president.

### Section 3 - Secretary

The Secretary will be responsible for all official communications by the Association and for maintaining records and correspondence files on all past, present, and future members.

The Secretary will prepare and distribute minutes of the meetings in a timely manner. \*\*

At least four times a year, the Secretary will inform the membership by preparing a Newsletter detailing the several activities of the association. The Newsletter will include information on the reunions and reunion attendance, notices of sickness and deaths, and other items of general interest. The Newsletter will be approximately six pages in length and will be copied, stapled, folded, stuffed into envelopes, labeled and mailed to all active members with first class postage so that return information and forwarding address can be obtained.

The Secretary will notify the Vice President of all sicknesses and deaths so that he can send cards of condolences from the Association.

The Secretary will also assist the Treasurer in maintaining an up-to-date roster of active members in the Association.

### Section 4 -Treasurer

The Treasurer will be responsible for all financial activities of the Association including all receipts and disbursements for payment of bills. He will keep a record of dues paid by each member, post a ledger of accounts for receipts and payments and maintain records of the bank accounts and their balances. At least once a year, he will prepare a financial report and submit the report to the Board of Governors as directed by the President.

Since the treasurer has the detailed records on the payment of dues, he will also have collateral duties of sending notices to those members who are delinquent in the payment of their dues and furnishing applications to prospective members. With the assistance of the secretary, he will be responsible for maintaining an up to date roster of active members in the Association.

### Section 5 - Miscellaneous

All officers shall serve without compensation. No bond shall be required of any officer or governor. Expenses incurred in the performance of official duties of the Association shall be reimbursed to the officer or governor who has made such expenditures.

## **ARTICLE VI - BOARD OF GOVERNORS**

At least four members shall be elected as governors, and together with the four officers shall form a Board of Governors. The Board of Governors shall provide advice in operating the affairs of the Association. They will meet at least once a year; such meeting may coincide with the annual reunion. Additionally, they will be advised and will advise through mail communications or by telephonic conference.

## **ARTICLE VII - REUNIONS**

The Association will meet periodically, initially on an annual basis, at a place and time agreed to by the membership by a vote taken at the annual meeting. In the future, it is the objective of the Association to rotate meetings geographically so as to permit as many members as possible to be in attendance. The President may appoint a committee whose membership

will reside in close proximity to the site of the reunion so as to be responsible for and charged with making arrangements for activities at the reunion.

### **ARTICLE VIII - SUB GROUPS**

Members will be encouraged to form subgroups, possibly by original shipboard divisions or by geographical locations to remain active between reunions in supporting the basic Sierra Veterans group and sustain friendship among the former crewmembers of the Sierra and the Navy in general. Such subgroups should report their activities to the secretary who will include the information in his periodic newsletters.

### **ARTICLE IX - STANDING COMMITTEES**

Standing committees shall be established by the president and the board of governors at the annual or special meeting. The appointment of a committee chairman shall be responsible for making arrangements for that reunion activity. Committees:

Reunion Chairman	Hotel - Banquet
Registration Chairman	
Tour Chairman	
Refreshment Chairman	Hospitality Room
Nomination Chairman	

### **ARTICLE X – GENERAL FUND \*\*\***

#### Section 1 – General Fund

- a. General funds which are accumulated from donations, dues, ship stores, and other Association activities shall be retained in a non- interest bearing financial account under the names of the incumbent President, Secretary and Treasurer.
- b. Maintenance and Use of the Fund Account
  - (1) Signature cards for the three names on the account shall be kept current at all times.
  - (2) A major disbursement from the Fund to support a specific charitable project, as recommended by the Board of Governors, shall require the approval of the membership.
- c. Termination \*\*

If and when the Association is dissolved, total assets shall be donated to the Navy-Marine Corps Relief Society.

### **ARTICLE XI - MISCELLANEOUS**

The Board of Governors shall adjudicate all matters not directly addressed by these by-laws.

Revised draft October 20, 1991

Revised draft October 11, 1994

Revised draft April 13, 1996

Approved: October 18, 1996 General Membership Meeting, Norfolk VA

Approved: Changes October 13, 2000 General Membership Meeting, Jacksonville Beach, FL.

Approved: \* Changes October 17, 2003 General Membership Meeting, Corpus Christi, TX

Approved: \*\* Changes October 15, 2004 General Membership Meeting, Portsmouth, VA

Approved: \*\*\* Changes September 18, 2009 General Membership Meeting, Branson, MO

Approved: \*\*\*\* Changes October 10, 2013 General Membership Meeting, Charleston, SC

Approved: \*\*\*\*\*Changes October 8, 2015 General Membership Meeting, Norfolk, VA

### **Article XII-Website/Web Master**

#### **Section I-Website**

- a. The website will be maintained in the name of the USS Sierra Veterans Association and the password will be provided to the elected Officers.
- b. The purpose of the website will be to share information about the Association and its activities and promote membership.

c. All information regarding the USS Sierra Association that is posted on the website will be approved by the elected Officers before appearing on the website.

d. The President or one of the elected Officers delegated by the President will be responsible for passing approved information to the Web Master for posting.

#### **Section II-Web Master**

a. The Web Master will be approved by a vote of the Officers and Governors at their annual meeting and if a member of the Association will serve as an appointed Governor if he is not serving in any elected position.

b. The Web Master does not have to be a member of the Association and may be a Web Hosting company, if the Association does not have a suitable candidate.

c. All information will be displayed in a timely manner and the website will be updated on a regular basis by the Web Master.