

Section 3. Vice Commander-Treasurer

The Vice Commander-Treasurer shall:

- After the first term, the Vice Commander-Treasurer's term may be extended year to year at the option of the Treasurer and the Commander.
- Handle all receipts and disbursements of WSASAS funds. All monies received shall be deposited in a Commercial Banking House to be selected by the Squadrons Council. Funds from the account may be withdrawn on the signature of the Association Commander or Vice Commander-Treasurer. Vice Commander-Treasurer shall render a report concerning the Association's finances on request and an annual financial report shall be made on the accountings of said Association Treasury to include all disbursements and deposits. A committee appointed by the Association Commander for that purpose might audit the financial records.
- Annually, in January, bill all WSASAS squadrons for dues at the rate established per each member of the squadron at the last official Squadrons Council for the prior year to cover costs of printing and mailing of the "FLIGHT PLAN" and any other expenses of the association.
- Prepare a financial statement for each Squadrons Council meeting and secure approval of the membership.
- Secure a membership roster from each squadron at the time the dues are collected.
- When the roster is received, it shall be immediately sent to the member responsible for the roster appointed by the Commander, who shall bring the membership roster up-to-date.
- Maintain an operating account with a maximum balance at any time of Three Thousand Dollars (\$3,000.00) and a long-term account for all Association funds in excess of Three Thousand Dollars (\$3,000.00). Funds may be withdrawn from the operating account upon the signature of either the Association Commander or the Vice Commander-Treasurer. Funds may be withdrawn from the long-term account only upon the dual signatures of two of the following three:
 - Association Commander
 - Vice Commander-Treasurer
 - Vice Commander-Secretary/Historian
- Prepare and file all required annual forms for state and federal taxes and forms to fulfill non-profit status.



Section 4. Vice Commander-Pistols

Vice Commander-Pistols shall:

- Maintain a record of all squadron members that shoot in WSASAS pistol shoots. Immediately after each pistol shoot, he shall secure the score cards from the squadron sponsoring the WSASAS Fly-In Seminar and will enter such pistol scores on WSASAS membership record cards and/or computerized records.
- Maintain current WSASAS pistols rules and make them available to any member upon request.
- Make sure that all rules established by WSASAS are followed at each meet. He shall supply the squadron sponsoring the Fly-In Seminar with scorecards upon which to record the matches. Vice Commander-Pistols shall maintain a record of pistol shooters including any hold harmless forms that may be prescribed by the Association.
- Compile Pistol Competition results for both the awards banquet and for publication in the “**FLIGHT PLAN**”.
- Act as referee in all matters and his ruling will be final.

Section 5. Vice Commander-Flight Operations

Vice Commander-Flight Operations shall:

- Maintain a record of all squadron members that compete in WSASAS Flying Events. Immediately after each event, he shall secure and score the event as indicated in the Flying Competition Rules.
- Make sure that all rules established by WSASAS are followed at each meet. He shall supply the squadron with message drop bags if requested. He shall supply the squadron sponsoring the Fly-In Seminar with scoring forms to record the events.
- Compile Flight Competition results for both the awards banquet and for publication in “**FLIGHT PLAN**,” and on the WSASAS web page.
- Act as referee in all matters and his rulings will be final.
- Maintain current WSASAS Flying Competition rules and make them available to any member upon request.



Section 6. Vice Commander-Training

Vice Commander-Training shall:

- Vice Commander - Training is responsible for implementing the Annual Training Plan .
- Will work with Squadrons with identified training requirements in developing a training curriculum.
- Will work with requesting Squadron to identify best qualified person to provide the training and determine costs associated with the requested training.
- Will submit the training requests to the WSASAS Executive Committee by January 31 of each year.
- • Shall announce the date, place and subjects to be covered in the seminar at least three (3) months prior to the exercise. Notice will be given in the “**FLIGHT PLAN,**” on the WSASAS web page, and forwarded to OES.

Section 7. Vice Commander-Quartermaster

Vice Commander-Quartermaster shall:

- Order the following supplies as needed by WSASAS:
 - Tie tacks
 - Pistol caps
 - Decals
 - Arm patches
 - Pistol score cards
 - Name badges
 - Miscellaneous other supplies
- Keep an adequate supply of the above WSASAS material on hand and to continue to present it and make it available at each of the WSASAS Fly-In Seminars.
- Submit all monies collected from sales of these items immediately to the Vice Commander-Treasurer for credit to WSASAS accounts. Any bills for supplies purchased shall be forwarded to the Vice Commander-Treasurer for payment.
- Assure that the annual trophies or plaques are acquired that will be awarded for individual flying, team flying, individual shooting, and team shooting at the first Safety Seminar of the year. Vice Commander-Quartermaster will provide this to the hosting squadron to be presented at the awards banquet.
- Assure the annual belt buckle for the outgoing Commander is acquired that will be awarded at the installation banquet.



Section 8. Vice Commander-Publications and Membership

The Vice Commander-Publications and Membership shall:

- Be responsible for the collection of inputs and preparation of the WSASAS “FLIGHT PLAN,” and the WSASAS web page. The “FLIGHT PLAN” shall be mailed (either by US mail or by electronic mail) immediately after each Fly - In Seminar and sufficiently in advance of upcoming WSASAS events.
- Contact all law enforcement agencies in the Western United States that have a volunteer Air Squadron with the purpose of soliciting their membership in WSASAS.
- Prepare letters and brochures to explain the purpose and goals of WSASAS.
- Develop a mailing list of eligible squadrons to be notified of WSASAS events.
- Assist present member squadrons in recruiting new members.
- Assist hosting squadrons in encouraging participation in WSASAS events.
- Be responsible for general publicity for WSASAS to all publications, radio stations and television. Issue news bulletins after each WSASAS event to acquaint the general public of the service that the association provides.
- Where possible, always use the Sheriff’s PIO to disseminate information to the public and press. No one is to speak to the press or TV except through the PIO
- Be innovative to enhance the image of WSASAS, and maintain the WSASAS web page.

Section 10. Removal

In the event of the removal, death, disability or resignation of any officer, the vacancy shall be filled by the nomination and election of a replacement by the Squadrons Council within a period of thirty - (30) days. It is the prerogative of the Squadrons Council to terminate the tenure of office of any officer by a two-thirds ($\frac{2}{3}$) vote of the assembled Squadrons Council sitting in quorum.

Article VI - The Squadrons Council

Section 1. The Squadrons Council shall consist of the Captain or Commander of each member squadron and the immediate past Commander or Past Captain of said squadron. Each squadron shall be represented by one vote at any official Squadrons Council meeting. The current Captain or commander shall retain such vote and in his absence shall designate by written notice or by personal communication to the Association Commander who shall retain such vote in representing his own squadron in the Association’s business meeting.

Section 2. A quorum of the Squadrons Council shall be composed of a minimum of one member for each squadron to represent at least one-fourth ($\frac{1}{4}$) of the number of member squadrons. No more than one designated member from each squadron shall have a vote during a Squadrons Council decision.

Article VII - Discipline

Section 1. Any member of the Association who shall conduct himself/herself in a manner not becoming a law enforcement officer, either in the squadron or elsewhere or who may do or fail to do anything calculated to disturb the harmony or impair the good of the Association or his own



squadron, may be reprimanded and suspended by the Association or expelled at the request of two-thirds ($\frac{2}{3}$) of the assembled Squadrons Council sitting in quorum.

Section 2. An officer may be removed from office when it is apparent that such action is required for the best interest of the Association. Inefficiency or offensiveness in the conduct of his duties shall be deemed contrary to the best interest of the Association.

Section 3. Sanction against any individual accused of violation(s) of Section 1 or Section 2 of this Article may be recommended by any member of the Association in open meeting, or may be proposed directly to the Squadrons Council outside of a meeting. If the accused is present at said meeting, he may rise to his own defense or may request the Association set a date for a future meeting at which he may provide for his own defense. If the accused is not present at the said meeting, he shall be given ten (10) days notice in writing (either by US Mail or by electronic mail) in advance of a meeting of the Association at which time accusations against him shall be considered by the Squadrons Council. Said notice shall contain a statement of the accusations. The time limit herein set forth shall be extended by the Association Commander when it is apparent that the enforcement of the said time limit would result in an injustice.

Section 4. An affirmative vote of two-thirds ($\frac{2}{3}$) of the assembled Squadrons Council sitting in quorum at a regular meeting shall be necessary for expulsion.

Article VIII - Committee

There shall be no standing or permanent committee until the need for it arises. Each member of the Association owes the Association the duty of active participation in its affairs to the best of his abilities. The Association commander shall encourage such activity on the part of the members by a liberal use of his powers to appoint chairmen and committees as their need may arise.

Article IX - Publication

Except by the permission of the Association commander, no information of proceedings or happenings of the Association shall be made available by printing, television and pictorial reproduction or otherwise.

