

**Date:** May 15, 2023

**To:** EANGUS Auxiliary President, Margie Holcomb  
EANGUS Auxiliary Constitution Committee Chair, Richard Bryant

**From:** Amanda Wilwert Bradley

**RE:** Proposed Revisions to Auxiliary Constitution and Standard Operating Procedures

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Ms. Holcomb & Mr. Bryant: As I believe you are both aware, I volunteered to review the EANGUS Auxiliary Constitution and Standard Operating Procedures (“SOP”) after a lengthy discussion during the Area IV Mid-Winter Conference. After review, I have noted several inconsistencies between the Constitution and SOPs. Thus, I propose three sets of revisions to the Constitution as outlined in this memorandum proposal. First, a set of revisions to bring the Constitution in line with the Auxiliary’s current operations. Second, a set of revisions to Article III, Section 3.3 based on the request of the EANGUS Auxiliary Treasurer. Third, a set of revisions that expands individuals that are eligible for annual or life membership to EANGUS Auxiliary. I will expand on each set of proposed revisions in this memorandum, but the purpose of proposing three sets of revisions is that the Auxiliary could adopt one or two or all sets of revisions.

**DISCLAIMER:** While I am an attorney licensed to practice in Kansas, Missouri, and Washington D.C., I am not EANGUS Auxiliary’s attorney. My review of the Constitution and SOPs was in my individual capacity only. This memorandum is provided for general information only. This information is not designed to provide legal or other advice or create an attorney-client relationship. If there are concerns regarding the information contained in this memorandum, contact legal counsel.

## **I. Process for Amending the EANGUS Auxiliary’s Constitution**

To begin, it is important to understand the process for amending the EANGUS Auxiliary’s Constitution. This process can be found in Article XII of the Constitution. Put simply, if the chartered states do not receive prior notice of the proposed amendments, any changes to the Constitution require a unanimous vote. *See* Constitution Article XII, Section 12.2.

Alternatively, the Constitution can be amended with two-thirds (2/3) vote of the delegates at the Annual Conference if the procedure outlined below is followed:

- The amendment or revisions is submitted in writing to the EANGUS Auxiliary President and the Constitution Committee Chairman at least ninety (90) days prior to the Annual Conference. Today, May 15, 2023, is ninety (90) calendar days prior to the Annual Conference (August 13-16, 2023) and this memorandum satisfies this initial procedure requirement.
- Next, The Constitution Committee Chairman shall distribute copies of this memorandum proposal to the Constitution Committee as soon as practicable.
- At least thirty (30) days prior to the Annual Conference, the EANGUS Auxiliary President shall distribute a copy of the proposed revisions or amendments to each

state Auxiliary president. In other words, by **Friday, July 14, 2023**, Ms. Holcomb must circulate a copy of this memorandum to the state Auxiliary presidents.

- At the Annual Conference, the Constitution Committee shall render a report with recommendations concerning the proposed revisions/amendments.

Please let me know if you have any questions or concerns regarding this process.

## **II. First Set of Proposed Revisions**

To begin, I reviewed the Constitution and the SOPs side-by-side. I noted several inconsistencies between the Constitution and the SOPs. I will outline all the inconsistencies in this section and my recommendation regarding whether the Constitution or SOPs be revised. I have attached a redlined Constitution to this memorandum and the revisions recommended for this first set are in **purple**.

### ***A. Article III, Individual Members, Section 3.2(b) Life Membership.***

Currently, the Life Membership SOP sets forth three qualifications and requirements to be an EANGUS Auxiliary life member. Those requirements are: (1) the applicant's spouse must be a life member of their home state association and EANGUS; (2) the applicant must be an annual or life member of the same state Auxiliary as their spouse has declared for state certification; and (3) the applicant must be current on dues at the state level and will need verification of eligibility from their state on the application. However, requirements (1) and (2) are not consistent with the qualifications and requirements outlined in the Constitution for life membership.

The Constitution only requires that to be a life member, the applicant must be an annual member in good standing and pay the life member dues. To be an annual member simply requires that the spouse be a member in good standing or a deceased member in good standing at the time of his/her death of EANGUS. There is no requirement that the spouse be a life member of EANGUS and their home state association or that the applicant and spouses' state membership be to the same home state.

I recommend the SOPs be brought in line with the current qualifications and requirements of the Constitution. It is certainly conceivable that an Auxiliary member may want to be a life member when his/her spouse is not a life member of EANGUS. Further, there are several states that either do not have an Auxiliary or their Auxiliary is dormant. It is also my impression that we are seeing a trend in state Auxiliary's expanding membership eligibility to individuals that are spouses of an EANGUS member and removing the requirement that the spouse be a member of that specific state association. Thus, there may be situations where the spouse is a member of one state association, and the Auxiliary member is a member of a different state auxiliary.

### ***B. Article V, Officers, Section 5.2(d) Treasurer***

When the Constitution was last amended in August 2017, a sentence was added to the duties of the Treasurer ("Be required to have the approval of the Executive Council for expenditures of funds in excess of five hundred dollars (\$500.00)."). However, the section number was not added with the addition of the sentence. I propose "(7)" be added before the sentence added in 2017.

**C. Article VI, Area Directors, Section 6.1 Duties**

In reviewing Article VI regarding Area Directors and the SOP for Area Directors, I recognized that there are several duties that have been assigned to the Area Directors that are not accounted for in the Constitution. Further, the Constitution does not contain the “catch-all” statement for Area Directors. In other words, the Constitution does not contain the following statement: “Perform such other duties as are usually performed by area directors, or as may be prescribed by this Constitution or assigned by the President of the Auxiliary.” I propose this sentence be added as Section 6.1(e).

**D. Article VIII, Committees, Section 8.2(i) Membership Committee**

In reviewing Article VIII, Section 8.2(i) regarding the duties and responsibilities of the Membership Committee and the SOP for the Membership Committee, I recognized that there are several duties that have been assigned to the Membership Committee that are not accounted for in the Constitution. Thus, I recommend the following two sections be added to the duties of the Membership Committee in the Constitution:

(3) Render a report to the Auxiliary at the annual General Conference and otherwise as requested by the President.

(4) Perform such other duties as are usually performed by membership committees, or as may be prescribed by this Constitution or assigned by the President of the Auxiliary.

**III. Second Set of Proposed Revisions**

Based on discussions with the EANGUS Auxiliary Treasurer, state treasurers, and other Auxiliary Members, I reviewed the Constitution and SOPs to propose revisions related to the Dues requirements. My proposed revisions and comments are as follows and the proposed revisions are identified in **green** in the attached redlined Constitution.

**A. Article III, Individual Membership, Section 3.3 Dues**

The Constitution currently requires that annual dues are to be postmarked to the EANGUS Auxiliary Treasurer by the state treasurers, along with a complete membership list, by December 31 of each year. It is my understanding from the EANGUS Auxiliary Treasurer and various state treasurers that this is an overly burdensome requirement, especially given the holiday season.

I propose changing the December 31<sup>st</sup> requirement in Article II, Individual Membership, Section 3.3 Dues to May 31<sup>st</sup>. This would be consistent with other requirements outlined in the SOPs, including the obligation of the EANGUS Auxiliary Credentials & Rules Committee’s obligation to send information to states who dues are current by June 15. Further, as most states are done holding their state conferences by the end of May, it would allow for a completely current state membership roster to be submitted before the Annual Conference.

**B. Article IX, Conferences, Section 9.4(c) Delegates**

I joined the Auxiliary at my home state's annual meeting in April 2019. It was incredibly disheartening to join at my state association's annual meeting, and to be told that I was not eligible to be a delegate or participate at the EANGUS Auxiliary Annual Conference until the next year. As the Constitution currently reads, a delegate must be a member "in good standing as of December 31 of the year preceding the Conference affected." This particular rule hinders state auxiliaries from being able to build off the momentum of excited new members that join during a state annual meeting, which most often occur in the spring.

However, it is understandable that there needs to be some sort of cut off date so that the Auxiliary can be sure that the individual is a member in good standing. Thus, I propose revising "December 31 of the year preceding the Conference affected" to "May 31 of the year of the Conference affected." A cut off date of May 31 will allow individuals that join at state conferences to participate in the Annual Conference and allow for the necessary verification that delegates are members in good standing.

Please note that if this proposed amendment is adopted by the Auxiliary, several SOPs may need to be revised, including, but not limited to, the SOP for State Presidents.

**IV. Third Set of Proposed Revisions**

Auxiliary membership is struggling at both the state and national levels. While there are likely multiple reasons for this, one reason in particular stands out. Membership to the Auxiliary is limited to *spouses* of EANGUS members. This requirement restricts the abilities of children, parents, grandparents, and the like from being participating members of the Auxiliary.

While historically the Auxiliary tried to close this gap by allowing Associate members, there is very little benefit to being an Associate member. For example, the Constitution currently provides that associate members are not eligible for scholarships. Notably, annual and life members are eligible for scholarships. My husband and I were excited to sign our daughter up as an EANGUS Auxiliary Associate Member when she was born. In fact, my husband spent most of last year's Annual Conference touting that Kansas had the youngest Auxiliary associate member. However, if the Constitution remains as is, we will terminate our daughter's membership as time goes on so that she is eligible for Auxiliary Scholarships.

As the focus of the EANGUS Auxiliary shifts to family readiness, i.e., promoting and enhancing family readiness, resilience and quality of life, I propose revising the qualifications and requirements for annual and life membership to the EANGUS Auxiliary to family members of members in good standing or of a deceased member in good standing at the time of his or her death, of the ENLISTED ASSOCIATION OF THE NATIONAL GUARD OF THE UNITED STATES. Family member means a person who is a spouse, child (including step children), grandchild, parent (including step parents and legal guardians), grandparent, sibling or widow(er) of a member of the Enlisted Association of the National Guard of the United States, excluding honorary, associate or corporate members. This proposal includes the removal of National Associate and National Associate Life. Revisions to change "spouse" to "family member" would

be required in the following Articles and Sections of the Constitution (as outlined in red in the attached redline): Article III, Individual Membership, Section 3.2(a), Section 3.4(b) and (c).

## **V. Conclusion**

As an aside, the SOPs contain inconsistent capitalization and use of terms such as Annual Conference. Further, some SOPs, such as the SOP for the Conference Coordinator, contain repetitive information. I suspect this is a result of updates over the course of time. As I outline in this memorandum, based on the revisions are adopted by the Auxiliary, the SOPs will need to be revised. Thus, it makes the most sense to make the consistency/coherency revisions at the same time the SOPs are updated to reflect the adopted revisions so the Executive Council can approve one set of SOP revisions. I am happy to do work on these revisions if a Microsoft Word version of the SOPs are provided.

I am happy to stand for questions at the next Executive Council meeting and at the Annual Conference. If you would like to discuss this memorandum proposal with me, please feel free to contact me at [amanda.wilwert@gmail.com](mailto:amanda.wilwert@gmail.com) or 785-221-3278 (mobile).

Respectfully,

Amanda Wilwert Bradley