

Sixth Region Executive Committee's Guide



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TABLE OF CONTENT

TAB 1 - WELCOME LETTER	3
TAB 2 - AUSA STATUS AND FOCUS	4
AUSA Status	4
AUSA Focus	4
AUSA Vision	4
AUSA Values	4
General Gordon Sullivan's Guidance	5
TAB 3 - AUSA ORGANIZATION	7
AUSA Organization	7
AUSA Organizational Charts	8
AUSA Regional Activities	9
AUSA Region Footprints	10
Sixth Region Chapter Footprints	11
TAB 4 - SIXTH REGION OFFICER TEAM	14
TAB 5 - SIXTH REGION CHAPTER PRESIDENTS	16
TAB 6 - SIXTH REGION BYLAWS	18
TAB 7 - DUTIES AND RESPONSIBILITIES	23
Sixth Region President	23
Sixth Region Executive Vice President	23
Sixth Region California State President	24
Sixth Region Idaho State President	25
Sixth Region Montana State President	26
Sixth Region Nevada State President	27
Sixth Region Oregon State President	28
Sixth Region Washington State President	29
Sixth Region Vice President for NCO and Soldier Programs	30
Sixth Region Vice President for Reserve Components	31
Sixth Region Vice President for Membership	32
Sixth Region Vice President for Chapter Operations	33
Sixth Region Webmaster	33
Sixth Region Secretary	34
Sixth Region Treasurer	34
Sixth Region Immediate Past President	35
Sixth Region Chapter President	35
TAB 8 - SIXTH REGION PRESIDENT'S BIOGRAPHY	37
TAB 9 - SIXTH REGION PRESIDENT'S BIOGRAPHY	39
What I Believe	39
How I Do Business	39
Goals	39

Tab 1 - Welcome Letter

WELCOME to the Sixth Region of the Association of the United States Army (AUSA). The Sixth Region is comprised of 13 Chapters with approximately 5,000 members. We are geographically dispersed over a six state Region, so it is imperative to have a team that is willing to assist Chapters in achieving their goals and objectives as they strive to serve Soldiers and Families.

You were selected for your dedicated service and proven leadership skills at the Chapter and/or State level. I would like to personally thank you for your willingness to serve in a key leadership role within the Region. You are in a position to make a difference and will be making a valuable contribution in being the premier voice for support of America's Army - Active, National Guard, Army Reserve, ROTC Cadets, Civilians, Retirees, and Families.

The team must work together as a cohesive unit to assist in achieving National and Regional goals. In order to achieve these goals and by working together, it is necessary for you to attend many functions, not only locally, but also the Region and Annual meetings. It may not be possible each year; however, it is critical for our success for you to be involved and continue to develop yourself professionally, so you can better serve your local Chapter.

Specific expectations will be outlined under the roles and responsibilities for each office. If you find you are not able to fulfill the responsibilities of the office, please let me know so we can work to modify the expectations and/or come to a mutual understanding that may be necessary to find someone else who can better achieve the Regional goals. Likewise, even though I do not anticipate it would ever become necessary; as the appointing authority for each Region Officer, I also retain the authority to replace any Region Officer, if necessary. If you find you cannot devote the time to your position, accept our sincere appreciation for your past loyalty and service.

This is the second version of the Sixth Region Officer's Guide. As you look through this booklet and become engaged in your office, I would appreciate your feedback on what else we can do as a Region to ensure our success.

Again, thank you for volunteering your time and skills to assist local Chapters and in helping *your* Association, as we work to be the premier voice for America's Soldiers.

Thank You!

Lieutenant Colonel Sharlee "Charley" W. Smith
USA, Retired
President, Sixth Region
Association of the United States Army

Tab 2 – AUSA Status and Focus

AUSA Status

The Association of the United States Army is chartered under Section 501(c)(3) of the Internal Revenue Code as a non-profit educational organization whose “business and objectives...shall be wholly educational, literary, scientific, fostering esprit de corps, dissemination of professional knowledge and the promotion of the efficiency of the Army components of the Armed Forces of our Country.”

AUSA Focus

As our theme states, AUSA exists to be the Voice for the Army in those instances where it is not appropriate or possible for the Army to press its own agenda and to provide Support to the Soldier. This last focus of course extends to each of our components (Active, National Guard and Army Reserve), all ranks, and to those who support the Soldiers themselves like family members and Army Civilians.

AUSA Vision

The premier voice for America’s Soldiers, we are a dedicated, values-based team; committed to building the best professional and representative association for the worlds best Army.

AUSA Values

Excellence

Professionalism

Integrity

Innovation

Inclusiveness

Responsiveness



President's Guidance

- ✓ **Talk Grass Roots**
 - Know What Message Resonates in Your Chapter
 - Ask for Products and Information from National
 - Make Your Chapter Relevant to the Entire Community
 - Plan and Execute Meaningful Chapter Programs
- ✓ **Know Your Installation, Reserve Center, Armory, Community**
 - Meet the Leadership.....Know the Rules
 - Work with your Corporate Leaders, Chambers of Commerce
 - Installation Activities, e.g., Retiree Council
- ✓ **Build an Annual Plan and Execute the Program**



President's Guidance

- **Programs**
 - Continue aggressive support of **Soldiers & family members**
 - Reach out to **National Guard and Army Reserve**
 - **USAREC Support**
 - **Army Wounded Warrior Program**
 - **AUSA Supporting the Soldier Booklet – a recruiting tool.**



Guidance

- **Membership**
 - Focus on programs
 - Include Membership Drive in Annual Plan
 - Pace yourself
 - Diversity in board membership and membership volunteers
 - Train your volunteers



Guidance

- **Members**
 - Recognize your volunteers.
 - Keep members informed.
 - Leader Links – A great tool that keeps getting better!
- **Leaders**
 - New Chapter Presidents Training*
 - Chapter Leader Development Training*

Tab 3 – AUSA Organization

AUSA Organization

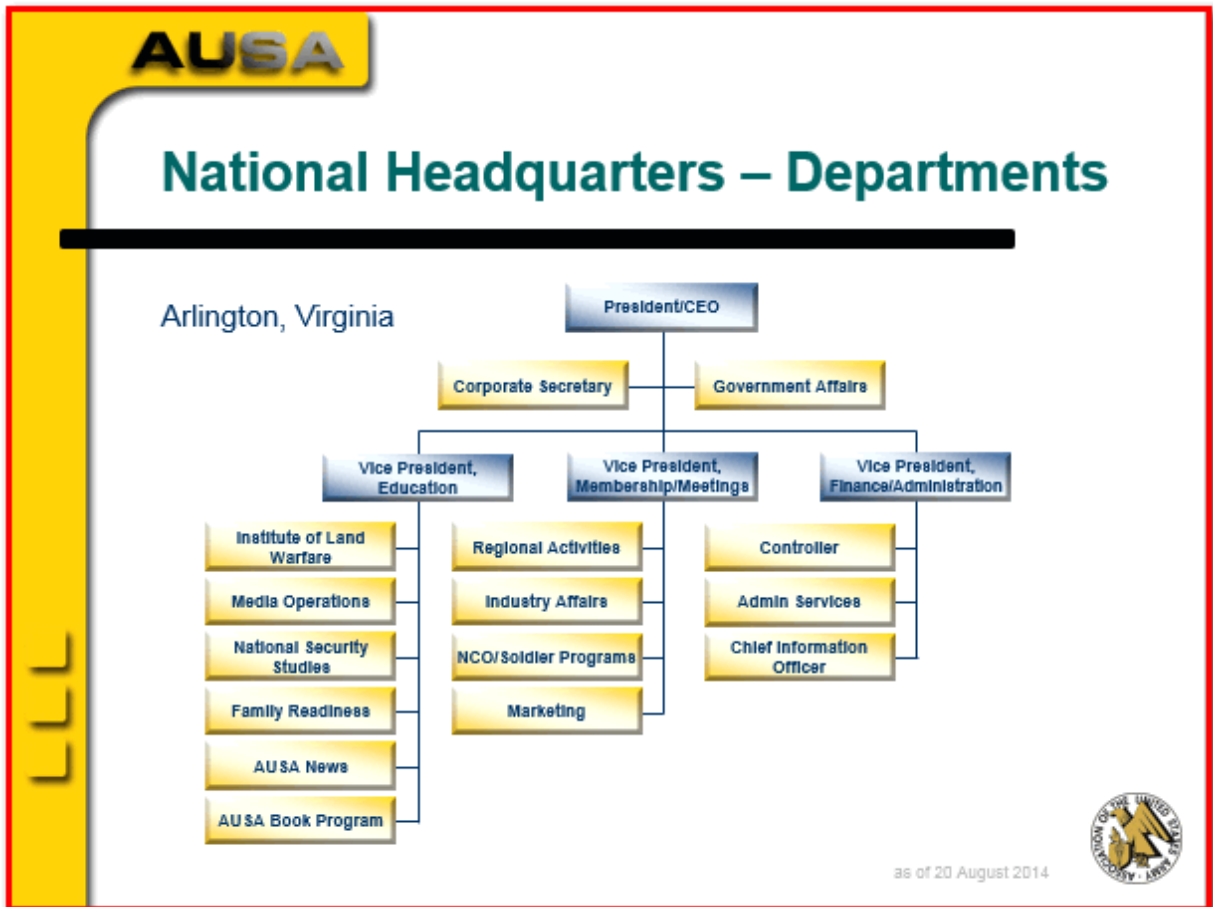
The governing body of the Association is the Council of Trustees. The Council consists of fourteen (14) members elected by the membership to provide broad policy direction to the officers and staff of the Association and to govern the financial affairs of the Association. A Chairman is elected from among the Council members. Members of the Council serve three year terms and are eligible for reelection. There are additional members of the council who by virtue of their office serve as ex-officio members. This includes the Deputy Chairman/Chief Executive Officer, Immediate Past CEO, President, Vice Chairmen, and Region Presidents.

An Advisory Board of Directors is appointed by the Council of Trustees to advise and assist the Council of Trustees. Committees within the Advisory Board are formed to focus on specific requirements (Chapter Operations, Awards, Finance and Audit, Bylaws) or constituent groups (Retirees, Army Civilians, Reserve Components, NCO & Soldier Programs). Nominations for the Advisory Board of Directors are sought each January from the Chapters.

The President and Chief Operating Officer is the full-time administrative director of the Association and staff and he reports to the Council of Trustees. There are three Vice Presidents who oversee the day-to-day operations of the AUSA National staff. A wire diagram is enclosed in this package showing the AUSA staff organization.

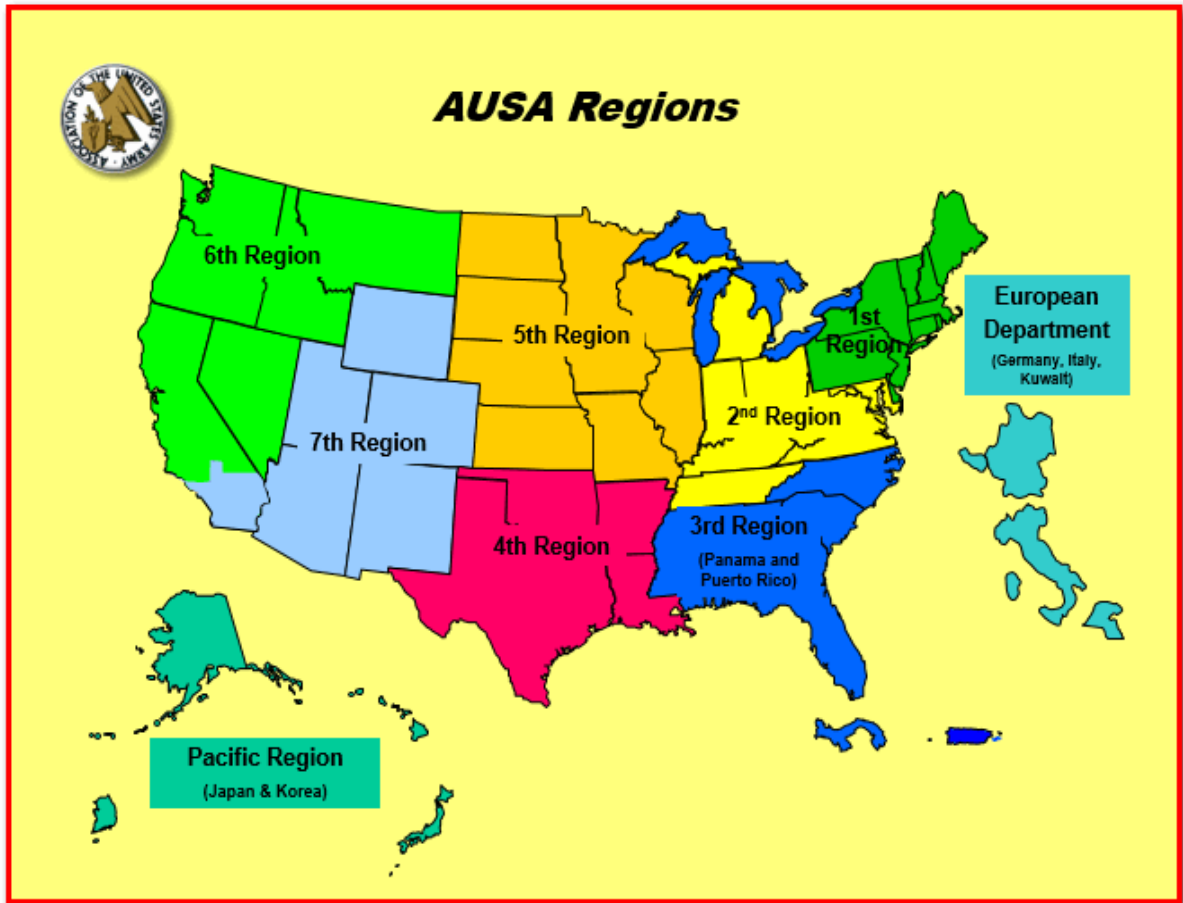
Below the National Headquarters level, AUSA is organized into Regions, States and Chapters. There are nine Regions, each led by a Region President, who serves a two year term and is eligible for reelection once. Some States have a State President who is selected by the Region President to assist Chapters within the state and/or assist in representing the interests of the Army and Soldier at the State legislature level. The heart of the Association of the United States Army is its Chapters and the many hundreds of active volunteers who work to ensure that the Soldiers, Family Members, and Army Civilians get what they so richly deserve for defending our freedom.

AUSA Organizational Chart

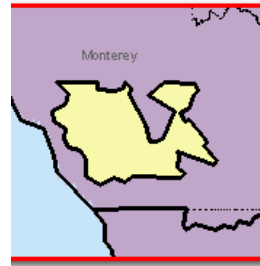
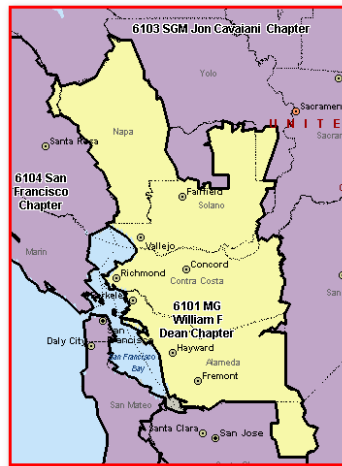




AUSA Region Footprints



Sixth Region Chapter Footprints



MG William F. Dean (c6101)



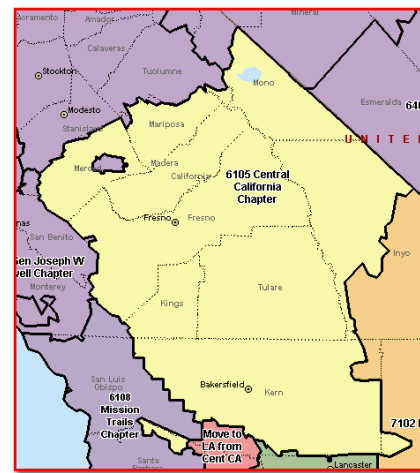
GEN Joseph W. Stilwell (c6102)



SGM Jon R. Cavaiani (c6103)



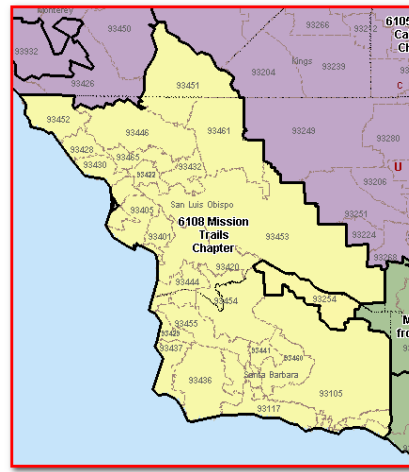
San Francisco (c6104)



Central California (c6105)



Silicon Valley (c6107)



Mission Trails (c6108)



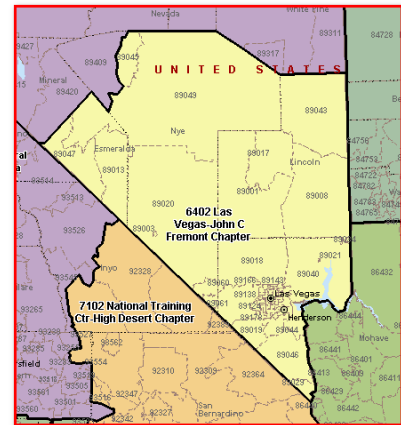
Gem State (c6201)



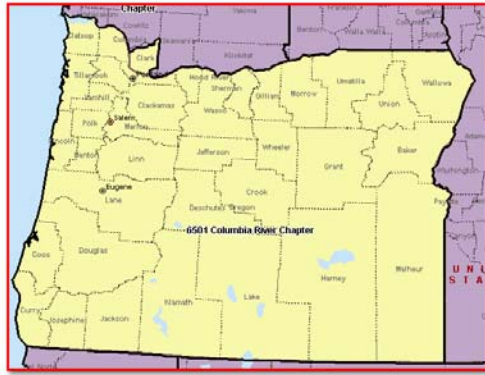
Montana (c6300)



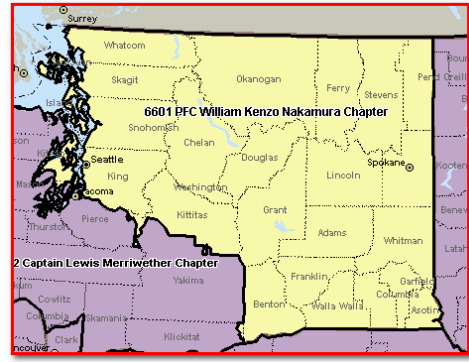
GEN William C. Westmoreland (c6401)



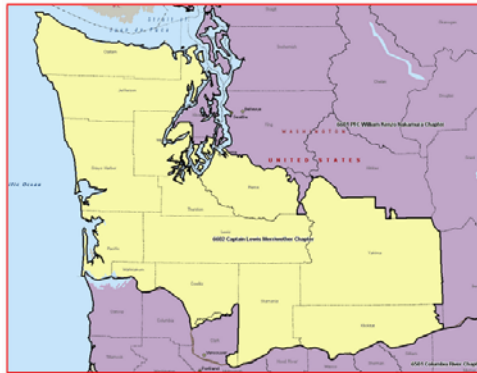
Las Vegas–John C. Fremont (c6402)



Columbia River (c6501)



PFC Wm. Kenzo Nakamura (c6601)



CPT Meriwether Lewis (c6602)

Tab 4 - Sixth Region Officer Team and State Presidents

Region President

LTC (R) Sharlee "Charley" W. Smith, 1 July 2012
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Region Executive Vice President

MG (R) John Crowe
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(Work) 559-734-0747
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Vice President for NCO and Soldier Programs

CSM (R) Herbert C. Schmeling, Jr.
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Graham WA 98338-6423
(Home) 253-875-1961
(Cell) 253-380-0680
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Vice President for Reserve Components & Sixth Region Webmaster

COL (R) Bob Fritz
21361 Crestview Road
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(Cell) 301-922-0048
webmaster@ausa-westmoreland.org

Vice President for Chapter Operations

Ms. Carlene Joseph, 1 July 2015
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carlene.joseph@harborstone.com

Sixth Region Secretary / Treasurer

Ms Elizabeth Marquez, 1 July 2012
25004 SW DeJong Road
Sheridan OR 97378
(Cell) 775-303-0071
eliz.marquez@ymail.com

California State President

COL (R) Phil Stage, 1 July 2012
6714 Corte Santa Maria
Pleasanton CA 94566
(Cell) 925-872-2639
phil.stage@sbcglobal.net

Idaho State President

LTG (R) Jim Thompson, 1 July 1996
1641 E. Silver Crest Drive
Boise ID 83703
(Home) 208-385-9232
jimthompson@cableone.net

Montana State President

LTC (R) Brent Reinhardt, 12 August 2009
4423 Graf Street
Bozeman MT 59717
(Home) 406-577-2321
(Cell) 406-437-2383
breinhardt@montana.edu

Nevada State President

CSM (R) Alan G. Callanan, 1 July 2015
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(Cell) 775-684-9094
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Oregon State President

COL (R) Don Bond, 1 July 2014
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(Cell) 503-932-2364
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Washington State President

COL (R) Michor M. Gentemann, 1 June 2008
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(Work) 253-966-3384
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Tab 5 - Sixth Region Chapter Presidents

MG William F. Dean (c6101)

COL (R) Phil Stage, 1 May 2011
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GEN Joseph W. Stilwell (c6102)

COL (R) David A. Appling, 1 July 2011
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(Work) 408-718-1009
polkovnik@charter.net

SGM Jon R. Cavaiani (c6103)

Ms. Susan Plucker, 2 May 2013
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grandfathersage@nccn.net

San Francisco (c6104)

MAJ (R) Thomas P. Galvin, 1 September 2014
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TomGalvin.26thinfantry@gmail.com

Central California (c6105)

Mr. Harry Paul, 1 October 2014
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Silicon Valley (c6107)

MG (R) Robert B. Ostenberg, 1 July 2011
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Mission Trails (c6108)

CPT David Ruiz, 1 July 2012
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GEN William C. Westmoreland (c6401)

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Las Vegas–John C. Fremont (c6402)

Rob Lindley, 18 August 2015
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rlind77367@yahoo.com

Columbia River (c6501)

CSM Jerry L. Glesmann, 1 September 2015 (Acting)
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G162man@yahoo.com

PFC William Kenzo Nakamura (c6601)

Mr. Curtis Thompson, 1 July 2015 (Interim)
Preferred Address Needed
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(Cell) 206-919-8700
ct@it4hire.com

CPT Meriwether Lewis (c6602)

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atiemeyer@youracu.org

Tab 6 - Sixth Region Bylaws



ASSOCIATION OF THE UNITED STATES ARMY
SIXTH REGION
11765 Juniper Street
Reno NV 89506-8317

SIXTH REGION BYLAWS

1 July 2013

ARTICLE I. Title

This organization shall be known as the Sixth Region of the Association of the United States Army.

ARTICLE II. Aims and Objectives; Principal Functions

Section 1. The aims and objectives of the Sixth Region of the Association of the United States Army shall be wholly educational, literary, and scientific, fostering *esprit de corps*, dissemination of professional knowledge, and the promotion of the efficiency of the Army components of the Armed Forces and our country; and by Regional action to further the aims and objectives of the Association.

Section 2. The principal functions of the Region are to promote increased membership and participation within existing Chapters; to coordinate activities of the State Presidents: to organize and assist in the development of new chapters within the Region area, subject to coordination with the respective State President and any Chapters affected and approved by National Headquarters; to foster good public relations and educational programs within the Region area; and to assist Chapters in establishing and implementing meaningful programs.

Section 3. With respect to Chapters existing within the Regional area, Sixth Region's function is one of facilitation, coordination, and assistance. Chapters report directly to the Association's National Headquarters.

Section 4. With respect to Members at Large within the Regional area, Sixth Region's function is primarily one of facilitating their assignment to existing Chapters and/or the formation of new Chapters to serve them.

ARTICLE III. Regional Area

The regional area of the Sixth Region of the Association of the United States Army shall include the states of California (exclusive of Los Angeles, San Bernardino, and more southerly counties), Idaho, Montana, Nevada, Oregon, and Washington.

ARTICLE IV. Membership Eligibility

The regular membership of the Sixth Region shall consist of all duly organized Chapters now or in the future existing within the Region area as specified in Article III hereof.

ARTICLE V. Officers and Committees

Section 1. Composition and Eligibility. The officers of the Sixth Region of the Association of the United States Army shall at a minimum consist of a President, an Executive Vice President, a President of

each State within the Region area, a Vice President for NCO and Soldier Programs, a Secretary, and a Treasurer. The President with the advice and counsel of the Executive Committee may establish additional temporary or standing Officer positions, as the need arises, and modify the duties of such positions, without the necessity of amending these By-Laws.

All members of AUSA in this Region shall be eligible to hold Region office; provided, however, that no person may serve concurrently as a Chapter and Region President. Appointments of State Presidents shall be coordinated in advance with National Headquarters.

Section 2. *Executive Committee.* The Executive Committee shall consist of the President, Executive Vice President, Secretary, Treasurer, State Presidents, and the Immediate Past Region President; and other past Region Presidents *ex officio* without vote. This Committee shall have the power to act for the Region in situations requiring decisions before the next scheduled Region general meeting. The President shall act as Chair of the Executive Committee. A majority of all members of the Committee (less *ex officio* members) shall constitute a quorum.

Section 3. *Elective and Appointed Officers.* The President shall be elected. Other Executive Committee positions shall be appointed by the President with the advice and counsel of the Executive Committee.

Section 4. *Status and Powers.* The Executive Committee shall be the governing body of the Sixth Region. The Committee shall govern in accordance with the By-Laws of the Association of the United States Army and these By-Laws. In the event of conflict, the By-Laws of the Association shall take precedence.

Section 5. *Term of Office.* Officers shall serve as follows: The Region President shall serve a term of two years coincident with the Association's operating year and may succeed himself or herself for not to exceed one additional term. State Presidents shall serve a term of one year coincident with the Association's operating year, and their appointments may be renewed for not more than three additional consecutive terms. State Presidents and other appointed officers will serve at the request of the President. Should the President for any reason be unable to continue in office, the Executive Vice President shall serve as Acting President until a special election can be held as specified hereinafter in Article VI, Elections.

Section 6. *Duties of Officers.*

President: The President shall be the Chief Executive Officer of the Region and shall preside at Region Meetings. The President shall execute his or her functions with the aid of and in consideration of the advice of the Executive Committee.

Executive Vice President: The Executive Vice President shall act for the President in all matters in his or her absence and perform such other functions as may be delegated to him or her by the President.

State Presidents: State Presidents shall assist the President in the management and supervision of Region Affairs within their respective States. Each State President may also serve as the Chairman of a standing or special committee as set forth hereinafter. In coordination with Chapter Presidents, each State President shall work to develop close working relationships with the Army's stakeholders in his or her state, including but not limited to business and community leaders, government officials at all levels and their staffs, news media, Army organizations of all components including recruiters and civil service agencies, and veteran service organizations. State Presidents shall assist in organizing new chapters within their States and recommend inactivation or consolidation of chapters as may appear appropriate.

Secretary: The Secretary shall be the chief administrative officer of the Region and shall be responsible for recording the minutes of Regional Meetings and meetings of the Executive Committee.

The Secretary shall maintain a complete and current record of Regional matters and correspondence, and perform such other duties as may be prescribed by the President and Executive Committee. It is the responsibility of the Region Secretary to file these reports with National Headquarters timely upon completion.

Treasurer: The Treasurer shall be the chief financial officer of the Region and shall be responsible for the receipt safeguarding, disbursement of, and accounting for all Regional funds as duly authorized by the Executive Committee. The Treasurer is empowered to expend moneys for routine Region operations, and for all other purposes which may be authorized from time to time by the Executive Committee. The Treasurer will request and receive authorized funds from National Headquarters and will submit to the Treasurer at National Headquarters, financial reports on forms supplied by National Headquarters covering a calendar year. Date of submission will be as indicated by the National Treasurer. Such reports require the countersignature of the President prior to formal submission. The Region President may combine the duties of Secretary and Treasurer and appoint one individual to perform both duties.

Vice President, NCO and Soldier Programs: This Officer shall be responsible for the affairs of the named constituency, to include but not limited to representing the Association to the constituency and vice versa and working to expand its role in Chapter, Region, and Association affairs. Vice Presidents dedicated to the affairs of other constituencies may be appointed as may be expedient from time to time.

Judge Advocate: The President may appoint a Judge Advocate, who shall serve as the legal adviser to the Executive Committee. The Judge Advocate shall familiarize himself or herself with the By-Laws of this Region, the By-Laws of the Association of the United States Army, and applicable federal and State law and regulation, and render advice and interpretations thereon.

Chaplain: The President may appoint a Chaplain, who shall perform the duties normal to such office.

Media Coordinator: The President may appoint one or more Media Coordinators, who shall insure that Chapter and Region activities are properly reported in the local media, advise National of those outlets that use or request AUSA material, and assist in providing to media outlets in the Region an adequate information flow of AU SA position papers and documents.

Section 7. Standing and Special Committees. The President may appoint standing and/or special committees to assist in carrying out the affairs of the Region. Examples of such committees include:

Membership Development	Membership Retention	New Chapters
ROTC	Army Recruiting	Reserve Components
Retiree and Veterans Affairs	Public Information	Program
By-Laws	Awards	Special Projects

Section 8. Executive Committee. The Executive Committee shall exercise general control and management of the affairs of the Region as set forth in Article II of these By-Laws. The Executive Committee shall meet at the call of the Chair, or by the Chair at the request of three members of the Committee, and shall meet at least twice each operating year to conduct such Regional business as may come before it. Meetings may be conducted by electronic means. The Secretary shall record the minutes of all meetings.

ARTICLE VI. Election and Voting Procedures

Section 1. Elective Officers. The President shall be elected at the Region's Annual Spring Meeting by Delegates as defined in Section 4 of this Article VI, *infra*.

Section 2. Nominations.

a. At least sixty days prior to any election, the President shall appoint a Nominating Committee consisting of one representative, not an officer of the Region and not a candidate for office, from each Chapter, designated by such Chapter in accordance with its Chapter By-Laws. The President shall further appoint from among the Committee's members a Chair *pro tempore*, who shall serve until the Committee shall have elected a permanent Chair. Failure of any Chapter to designate a member to the Nominating Committee shall not invalidate any proceedings of said Committee. The Nominating Committee may conduct its deliberations via electronic means. The Nominating Committee shall consider any recommendations which it may receive for candidates for the Presidency, and shall recommend one or more candidates for that office. The report of the Nominating Committee shall take precedence over other business of the Meeting as necessary for timely conclusion of the election.

b. After the report of the Nominating Committee, any Delegate may make a nomination from the floor. When the nominations are closed, the election will be held as hereinafter set forth.

Section 3. Voting Rights. Voting on Regional affairs submitted to the membership, including but not limited to elections, shall be by Chapters through Delegates with each Chapter having one (1) vote and each State President (1) vote. Proxy votes will be neither allowed nor counted.

Section 4. Delegates. Each Chapter may seat one Delegate and one alternate Delegate. The Delegate, or in his/her absence the alternate Delegate, shall cast the vote for the Chapter. Each State shall be represented by its State President without alternate.

Section 5. Voting Procedures. Elections shall be conducted by secret written ballot, provided, however, that should there be only one candidate for office, a voice vote may be employed at the discretion of the Chair. Voting on other matters shall be conducted in accordance with the most current edition of Robert's Rules of Order.

ARTICLE VII. Meetings

Section 1. Annual Region Meeting. The Annual Region Meeting of this Region shall be held during the Spring of each year at a site to be determined by the Executive Committee. The time and place of the Annual Meeting shall be announced to the membership by letter or electronic means through chapters at least thirty days prior to the date thereof. The agenda for the Annual Meeting shall include *inter alia* elections; reports by Officers, committees, and Chapters; and other business as determined by the Executive Committee.

Section 2. Fall Regional Meeting. An additional Regional meeting shall be conducted each Fall as an adjunct to the Annual Meeting of the Association in Washington. The agenda for this meeting shall be as determined by the Executive Committee. As this meeting has a standing time and place, notice to the membership shall not be required unless a special election is called or a proposal to amend these By-Laws is to be presented.

Section 3. Quorum. At all meetings the Delegates present shall constitute a quorum for the transaction of business, provided that timely notice of the meeting has been given as heretofore prescribed.

Section 4. Parliamentary Procedure. The latest edition of Robert's Rules of Order, as interpreted by the presiding officer in his or her sole discretion, shall govern all proceedings.

ARTICLE VIII. General

Section 1. Administration. Routine chapter administrative and financial business will be conducted directly with National Headquarters, with Region playing a facilitative role if so requested by

Chapter Presidents. Recurring Chapter reports rendered to National Headquarters do not require prior coordination.

Section 2. State Organizations. State Presidents may appoint volunteer staffs within their respective States to assist them in performing their missions.

Section 3. On-Post Operations. Sixth Region Headquarters is an "Off-Post Organization" as defined in Army Regulation 210-22, Private Organizations on Department of the Army Installations. "On-Post (on-base, on-station, etc) Operations" are not contemplated.

Chapter operations falling under the definition of "On Post" must be in full compliance with AR 210-22 and/or parallel regulations of sister services, and any local implementing regulations, as applicable, including official post approval as prescribed. Chapters will include appropriate compliance provisions in their By-Laws. Such provisions will necessarily differ from chapter to chapter, depending upon their individual operations.

ARTICLE IX. Amendments

These By-Laws may be amended at any Regional Meeting by a two-thirds majority of those Delegates present and voting, Provided, that such amendments do not conflict with the national By-Laws of the Association, and further Provided that such amendments must be approved by or for the Association's Council of Trustees prior to taking effect.

ARTICLE X. Dissolution

In the event that this Region shall cease to exist for any reason, all assets remaining after all obligations have been met shall be transferred to National Headquarters.

These revised By-Laws duly adopted by the Sixth Region, Association of the United States Army at Reno, Nevada this 1st day of July, 2012 by an e-mail vote of the chapters and states within the Sixth Region.

Tab 7 - Duties and Responsibilities

Sixth Region President

- The President shall be the Chief Executive Officer of the Region and shall preside at Regional Meetings.
- The President is responsible for implementing and carrying out the AUSA Goals and Objectives.
- The President shall appoint Sixth Region Officers to serve on the Sixth Region Executive Committee, to achieve the purpose and objectives of our Association and the Region.
- The President may appoint standing and/or special committees to assist in carrying out the affairs of the Region.
- The President shall act as Chair of the Executive Committee.
- The President shall execute the duties of the office with the aid of, and in consideration of, the advice of the Executive Committee.
- The President shall serve as a member of the Council of Trustees and represent the interest of Sixth Region, while considering what is best for the overall Association.
- The President shall be an Ex-Officio member of all local Chapters in the Sixth Region.
- The President is responsible for developing the agenda for all Region meetings with the advice and counsel of the Executive Committee.
- The President is ultimately responsible for the fiscal management of the Region, and insures that the Treasurer maintains specified AUSA financial records and reports.
- The President is responsible for assisting the local Chapters in membership growth and development of satellite Chapters, sub-Chapters or expansion of new Chapters with the assistance of the State Presidents.
- The President, in coordination with the Executive Vice President, is responsible for forwarding Chapter nominations and backup information for various National Awards to AUSA National Headquarters. This may include suggesting revisions to the award nominations and/or providing a letter of endorsement.
- The President is responsible for maintaining liaison with, and being prepared to provide AUSA support to all Army Active Component, Army National Guard, Army Reserve, Senior and Junior ROTC Battalions/Detachments, USAREC Units/Stations, Army Installations within the Region's operational area. This may be through the members of the Executive Committee and/or local Chapters.
- The President shall appoint a Nominating Committee at least sixty (60) days prior to any election in accordance with the Sixth Region Bylaws. The President shall further appoint from among the Committee members a Chair *pro tempore*, who shall serve until the Committee shall have elected a permanent Chair.
- The President is empowered to expend Region funds to carry out the duties and responsibilities in achieving the Association goals and objectives.
- The Region President will make every effort to ensure he/she has identified and is training qualified replacement(s) at least one year from date of termination of office.

Sixth Region Executive Vice President

- The Executive Vice President shall act for the President in all matters in the President's absence and perform such other functions as may be delegated by the President.
- The Executive Vice President shall chair the Region meeting in the absence of the President.
- The Executive Vice President shall assume the duties of the Sixth Region President in the event the President is incapacitated or relinquishes this position. That being said, there is no guarantee or anticipation that the Executive Vice President will automatically assume

- the role of the Sixth Region President upon the current President no longer serving in that capacity at the end of that term of office.
- The Executive Vice President shall serve as a member of the Sixth Region Executive Committee and chair the Sixth Region Awards Board.
 - The Executive Vice President shall assist the Sixth Region President in preparing an overall Awards Program for distribution at the awards banquet at the Sixth Region Spring Meeting and Symposium.
 - The Executive Vice President shall review and revise the award documents with the approval of the individual or Chapter submitting the award for National recognition with the intent of improving the nomination representing the Region.
 - The Executive Vice President shall advise the Region President and Executive Committee on potential new recognition programs.
 - The Executive Vice President shall review the Sixth Region Bylaws, and each of the Chapter Bylaws, and make recommendations on any improvements.
 - The Executive Vice President shall assist the President in planning for Region meeting agendas.
 - The Executive Vice President shall assist State Presidents and Chapter Presidents in accomplishing Association goals and objectives upon request for assistance.
 - The Executive Vice President shall review the annual plans and supporting proposed budgets of local Chapters and make suggestions for improvement keeping both the Region and State Presidents informed as to the recommendations.
 - The Executive Vice President shall keep the Sixth Region President informed when he will represent the President at events and/or functions.
 - The Executive Vice President shall work with the Sixth Region Resolutions Committee member to solicit any resolutions from our membership in the Sixth Region to support our Soldiers, families, retirees and other constituent groups to achieve Association goals and objectives.
 - The Executive Vice President shall assist the Sixth Region President in all legislative affairs. This includes maintaining liaison with legislators, legislative agencies and individuals to determine matters of interest to local and national AUSA members and to convey the Region's concerns and positions to these people and agencies, where appropriate.
 - The Executive Vice President is encouraged to provide guidance and counsel to the Sixth Region President on all legal matters and to provide mentorship based on experience and expertise.
 - The Executive Vice President will make every effort to ensure he/she has identified and is training his/her replacement at least one year from date of termination of office.
 - The Executive Vice President will assume other duties as assigned by the Sixth Region President.

Sixth Region California State President

- The California State President shall assist the Sixth Region President in the management and supervision of Region matters within that respective state.
- The California State President shall coordinate with the other California State President from the southern portion of the state on any items pertaining to carrying out the Association goals and objectives. It is important to keep the Sixth Region EXCOM informed on cooperative ventures and any items impacting the Sixth Region.
- The California State President shall serve as a member of the Sixth Region EXCOM and as a member of the Sixth Region Awards Board.
- The California State President shall attempt to attend the Region Spring Meeting and National Annual Meeting. In addition, the State President shall encourage the Chapter

- Presidents and/or Chapter representatives to attend the Region Spring Meeting and National Annual Meeting of the Association.
- In coordination with Chapter Presidents, the California State President shall work to develop close working relationships with the Army's stakeholders in the state, including but not limited to business and community leaders, government officials at all levels and their staffs, news media, Army organizations of all components including recruiters and civil service agencies, and Veteran service organizations.
 - The California State President shall work with local Chapter Presidents on ROTC and JROTC programs to ensure appropriate presentations are made at award ceremonies. This is particularly important when a ROTC program covers more than one Chapter footprint. Direct contacts should be made with the PMS of each college and university and the JROTC Senior Army Instructors (SAI).
 - The California State President shall work with the USAREC commands within this respective state to assist them in achieving their goals. Further, the State President shall notify and mentor local Chapter Presidents on how their Chapter can assist USAREC stations in their Chapter's footprint.
 - The California State President shall assist in organizing new Chapters within California and recommend inactivation or consolidation of Chapters as may appear appropriate.
 - The California State President shall attend Chapter General Membership Meetings and local Chapter EXCOM meetings when practical.
 - The California State President shall work with and mentor any new Chapter Presidents within their respective state. This includes, but is not limited to encouraging their attendance and that of their key leaders at the New Chapter Presidents Training or Chapter Leader Development Training conducted by AUSA National Headquarters. These training sessions are provided at no expense to the individual.
 - The California State President may request funds from the Sixth Region President and/or the Director of Regional Activities, at the AUSA National Headquarters in carrying out responsibilities to achieve Region and Association goals and objectives. There are limited resources and there are no guarantees that funding will be available.
 - The California State President should make use of the AUSA National Certificates to recognize contributions to AUSA by State and local authorities.
 - The California State President will make every effort to ensure he/she has identified and is training his/her replacement at least one year from date of termination of office.
 - The California State President will assume other duties as assigned by the Sixth Region President.

Sixth Region Idaho State President

- The Idaho State President shall assist the Sixth Region President in the management and supervision of Region matters within that respective state.
- The Idaho State President shall serve as a member of the Sixth Region EXCOM and as a member of the Sixth Region Awards Board.
- The Idaho State President shall attempt to attend the Region Spring Meeting and National Annual Meeting. In addition, the State President shall encourage the Chapter President and/or Chapter representatives to attend the Region Spring Meeting and National Annual Meeting of the Association.
- In coordination with the Gem State Chapter President, the Idaho State President shall work to develop close working relationships with the Army's stakeholders in the state, including but not limited to business and community leaders, government officials at all levels and their staffs, news media, Army organizations of all components including recruiters and civil service agencies, and Veteran service organizations.

- The Idaho State President shall work with local Gem State Chapter President on ROTC and JROTC programs to ensure appropriate presentations are made at award ceremonies. Direct contacts should be made with the PMS of each college and university and the JROTC Senior Army Instructors (SAI).
- The Idaho State President shall work with the USAREC commands within this respective state to assist them in achieving their goals. Further, the State President shall notify and mentor the Gem State Chapter President on how their Chapter can assist USAREC stations in their Chapter's footprint.
- The Idaho State President shall explore the possibility of developing and assist in organizing a Satellite Chapter of the Gem State Chapter in Northern Idaho. Please refer to the Chapter Operations Manual for requirements. This would include assisting the new satellite Chapter in developing necessary documents to establish a satellite Chapter; teach, coach and mentor the new Chapter leadership; assist the new Chapter leadership team in recruiting new Chapter and corporate members; and other items necessary for starting a satellite Chapter.
- The Idaho State President shall attend the Gem State Chapter General Membership Meetings and Chapter EXCOM meetings when practical.
- The Idaho State President shall work with and mentor any new Chapter Presidents within their respective state. This includes, but is not limited to encouraging their attendance and that of their key leaders at the New Chapter Presidents Training or Chapter Leader Development Training conducted by AUSA National Headquarters. These training sessions are provided at no expense to the individual.
- The Idaho State President may request funds from the Sixth Region President and/or the Director of Regional Activities, at the AUSA National Headquarters in carrying out responsibilities to achieve Region and Association goals and objectives. There are limited resources and there are no guarantees that funding will be available.
- The Idaho State President should make use of the AUSA National Certificates to recognize contributions to AUSA by State and local authorities.
- The Idaho State President will make every effort to ensure he/she has identified and is training his/her replacement at least one year from date of termination of office.
- The Idaho State President will assume other duties as assigned by the Sixth Region President.

Sixth Region Montana State President

- The Montana State President shall assist the Sixth Region President in the management and supervision of Region matters within that respective state.
- The Montana State President shall serve as a member of the Sixth Region EXCOM and as a member of the Sixth Region Awards Board.
- The Montana State President shall attempt to attend the Region Spring Meeting and National Annual Meeting.
- The Montana State President shall work to develop close working relationships with the Army's stakeholders in the state, including but not limited to business and community leaders, government officials at all levels and their staffs, news media, Army organizations of all components including recruiters and civil service agencies, and Veteran service organizations.
- The Montana State President shall work with the ROTC and JROTC programs to ensure appropriate presentations are made at award ceremonies. Direct contacts should be made with the PMS of each college and university and the JROTC Senior Army Instructors (SAI).
- The Montana State President shall work with the USAREC commands within this respective state to assist them in achieving their goals.

- The Montana State President shall help in identifying potential leadership for a new Chapter within the State of Montana and assist in establishing a new Chapter in Montana, if current AUSA membership of at-large members warrants this action. The Montana State President shall assist the new Chapter in developing necessary documents to establish a Chapter; teach, coach and mentor the new Chapter leadership; assist the new Chapter leadership team in recruiting new Chapter and corporate members; and other items necessary for starting a Chapter.
- The Montana State President shall attend the Chapter General Membership Meetings and local Chapter EXCOM meetings, when practical, if a Chapter is established.
- The Montana State President shall work with and mentor any new Chapter President within their respective state. This includes, but is not limited to encouraging their attendance and that of their key leaders at the New Chapter Presidents Training or Chapter Leader Development Training conducted by AUSA National Headquarters. These training sessions are provided at no expense to the individual.
- The Montana State President may request funds from the Sixth Region President and/or the Director of Regional Activities, at the AUSA National Headquarters in carrying out responsibilities to achieve Region and Association goals and objectives. There are limited resources and there are no guarantees that funding will be available.
- The Montana State President should make use of the AUSA National Certificates to recognize contributions to AUSA by State and local authorities.
- The Montana State President will make every effort to ensure he/she has identified and is training his/her replacement at least one year from date of termination of office.
- The Montana State President will assume other duties as assigned by the Sixth Region President.

Sixth Region Nevada State President

- The Nevada State President shall assist the Sixth Region President in the management and supervision of Region matters within that respective state.
- The Nevada State President shall serve as a member of the Executive Committee and as a member of the Sixth Region Awards Board.
- The Nevada State President shall attempt to attend the Region Spring Meeting and National Annual Meeting. In addition, the State President shall encourage the Chapter Presidents and/or Chapter representatives to attend the Region Spring Meeting and National Annual Meeting of the Association.
- In coordination with Chapter Presidents, the Nevada State President shall work to develop close working relationships with the Army's stakeholders in the state, including but not limited to business and community leaders, government officials at all levels and their staffs, news media, Army organizations of all components including recruiters and civil service agencies, and Veteran service organizations.
- The Nevada State President shall work with local Chapter Presidents on ROTC and JROTC programs to ensure appropriate presentations are made at award ceremonies. Direct contacts should be made with the PMS of each college and university and the JROTC Senior Army Instructors (SAI).
- The Nevada State President shall work with the USAREC commands within this respective state to assist them in achieving their goals. Further, the State President shall notify and mentor local Chapter Presidents on how their Chapters can assist USAREC stations in their Chapter's footprint.
- The Nevada State President shall attend the General William C. Westmoreland Chapter or the John C. Fremont-Las Vegas General Membership Meetings and Chapter EXCOM meetings when practical.

- The Nevada State President shall work with and mentor any new Chapter Presidents within their respective state. This includes, but is not limited to encouraging their attendance and that of their key leaders at the New Chapter Presidents Training or Chapter Leader Development Training conducted by AUSA National Headquarters. These training sessions are provided at no expense to the individual.
- The Nevada State President may request funds from the Sixth Region President and/or the Director of Regional Activities, at the AUSA National Headquarters in carrying out responsibilities to achieve Region and Association goals and objectives. There are limited resources and there are no guarantees that funding will be available.
- The Nevada State President should make use of the AUSA National Certificates to recognize contributions to AUSA by State and local authorities.
- The Nevada State President will make every effort to ensure he/she has identified and is training his/her replacement at least one year from date of termination of office.
- The Nevada State President will assume other duties as assigned by the Sixth Region President.

Sixth Region Oregon State President

- The Oregon State President shall assist the Sixth Region President in the management and supervision of Region Affairs within that respective state.
- The Oregon State President shall serve as a member of the Executive Committee and as a member of the Sixth Region Awards Board.
- The Oregon State President shall attempt to attend the Region Spring Meeting and National Annual Meeting. In addition, the State President shall encourage the Columbia River Chapter President and/or Chapter representatives to attend the Region Spring Meeting and National Annual Meeting of the Association.
- In coordination with Columbia River Chapter President, the Oregon State President shall work to develop close working relationships with the Army's stakeholders in the state, including but not limited to business and community leaders, government officials at all levels and their staffs, news media, Army organizations of all components including recruiters and civil service agencies, and Veteran service organizations.
- The Oregon State President shall work with the Columbia River Chapter President on ROTC and JROTC programs to ensure appropriate presentations are made at award ceremonies. Direct contacts should be made with the PMS of each college and university and the JROTC Senior Army Instructors (SAI).
- The Oregon State President shall work with the USAREC commands within this respective state to assist them in achieving their goals. Further, the State President shall notify and mentor the Columbia River Chapter President on how their Chapter can assist USAREC stations in their Chapter's footprint.
- The Oregon State President shall explore the possibility of developing and assist in organizing a satellite Chapter of the Columbia River Chapter in Eastern and/or Central Oregon. Please refer to the Chapter Operations Manual for requirements. This would include assisting the new satellite Chapter in developing necessary documents to establish a satellite Chapter; teach, coach and mentor the new Chapter leadership; assist the new Chapter leadership team in recruiting new Chapter and corporate members; and other items necessary for starting a satellite Chapter.
- The Oregon State President shall attend the Columbia River Chapter General Membership Meetings and local Chapter EXCOM meetings when practical.
- The Oregon State President shall work with and mentor any new Chapter Presidents within their respective state. This includes, but is not limited to encouraging their attendance and that of their key leaders to attend the New Chapter Presidents Training or

- Chapter Leader Development Training conducted by AUSA National Headquarters. These training sessions are provided at no expense to the individual.
- The Oregon State President may request funds from the Sixth Region President and/or the Director of Regional Activities, at the AUSA National Headquarters in carrying out responsibilities to achieve Region and Association goals and objectives. There are limited resources and there are no guarantees that funding will be available.
 - The Oregon State President should make use of the AUSA National Certificates to recognize contributions to AUSA by State and local authorities.
 - The Oregon State President will make every effort to ensure he/she has identified and is training his/her replacement at least one year from date of termination of office.
 - The Oregon State President will assume other duties as assigned by the Sixth Region President.

Sixth Region Washington State President

- The Washington State President shall assist the Sixth Region President in the management and supervision of Region matters within that respective state.
- The Washington State President shall serve as a member of the Sixth Region EXCOM and as a member of the Sixth Region Awards Board.
- The Washington State President shall attempt to attend the Region Spring Meeting and National Annual Meeting. In addition, the State President shall encourage the Chapter Presidents and/or Chapter representatives to attend the Region Spring Meeting and National Annual Meeting of the Association.
- In coordination with Chapter Presidents, the Washington State President shall work to develop close working relationships with the Army's stakeholders in the state, including but not limited to business and community leaders, government officials at all levels and their staffs, news media, Army organizations of all components including recruiters and civil service agencies, and Veteran service organizations.
- The Washington State President shall work with the local Chapter Presidents on ROTC and JROTC programs to ensure appropriate presentations are made at award ceremonies. This is particularly important when a ROTC programs cover more than one Chapter footprint. Direct contacts should be made with the PMS of each college and university and the JROTC Senior Army Instructors (SAI).
- The Washington State President shall work with the USAREC commands within this respective state to assist them in achieving their goals. Further, the State President shall notify and mentor the Chapter Presidents on how their Chapter can assist USAREC stations in their Chapter's footprint.
- The Washington State President shall explore the possibility of developing and assist in organizing new Chapters or satellite Chapters in Eastern Washington based on the population density of at large AUSA members. Initial steps require coordination with existing Chapters in Washington and identifying potential leadership for a new Chapter. It would also involve assisting the new Chapter in developing necessary documents to establish a Chapter; teach, coach and mentor the new Chapter leadership; assist the new Chapter leadership team in recruiting new Chapter and corporate members; and other items necessary for starting a new Chapter or satellite Chapter.
- The Washington State President shall attend the CPT Meriwether Lewis or the PFC William Kenzo Nakamura Chapter General Membership Meetings and Chapter EXCOM meetings when practical.
- The Washington State President shall work with and mentor any new Chapter Presidents within their respective state. This includes, but is not limited to encouraging their attendance and that of their key leaders at the New Chapter Presidents Training or

- Chapter Leader Development Training conducted by AUSA National Headquarters. These training sessions are provided at no expense to the individual.
- The Washington State President may request funds from the Sixth Region President and/or the Director of Regional Activities, at the AUSA National Headquarters in carrying out responsibilities to achieve Region and Association goals and objectives. There are limited resources and there are no guarantees that funding will be available.
 - The Washington State President should make use of the AUSA National Certificates to recognize contributions to AUSA by State and local authorities.
 - The Washington State President will make every effort to ensure he/she has identified and is training his/her replacement at least one year from date of termination of office.
 - The Washington State President will assume other duties as assigned by the Sixth Region President.

Sixth Region Vice President for NCO and Soldier Programs

- The Vice President for NCO and Soldier Programs shall serve as a member of the Sixth Region EXCOM and as a member of the Sixth Region Awards Board.
- The Vice President for NCO and Soldier Programs shall attempt to attend the Region Spring Meeting and National Annual Meeting.
- The Vice President for NCO and Soldier Programs shall be responsible for the affairs of the named constituency, to include but not limited to representing the Association to the constituency and vice versa.
- The Vice President for NCO and Soldier Programs shall keep the Executive Committee informed and recommend policy and procedures pertaining to NCO/Enlisted affairs.
- The Vice President for NCO and Soldier Programs shall promote an awareness of AUSA's commitment to enlisted Soldiers and their families in both active and reserve component units.
- The Vice President for NCO and Soldier Programs shall work with Chapter Presidents to encourage them to appoint a Vice President for NCO and Soldier Programs or another similar position on their Executive Committee.
- The Vice President for NCO and Soldier Programs shall assist Chapter Vice Presidents for NCO and Soldier Programs to enhance their membership by encouraging support of AUSA membership by Senior Noncommissioned Officers (E7, E8, and E9).
- The Vice President for NCO and Soldier Programs shall help to identify and eliminate or mitigate barriers to joining AUSA voiced by enlisted Soldiers. This includes either correcting the perception or the problem.
- The Vice President for NCO and Soldier Programs shall work with the Sixth Region Executive Vice President and Sixth Region Resolution Committee representative to communicate enlisted Soldiers' concerns and suggestions for a stronger Army through the Sixth Region to AUSA National Headquarters.
- The Vice President for NCO and Soldier Programs shall raise visibility of the AUSA commitment to Soldiers and their families in both active and reserve component units.
- The Vice President for NCO and Soldier Programs shall provide input for Region Meetings on items of interest that will enhance Chapter's awareness relating to NCO and Soldier programs.
- The Vice President for NCO and Soldier Programs shall provide input for Region Meeting agendas that will have the widest interest to enlisted AUSA members with the intent of increasing enlisted member attendance and participation at Region Meetings.
- The Vice President for NCO and Soldier Programs shall communicate enlisted concerns and suggestions for a stronger Army to the Sixth Region Executive Committee.
- The Vice President for NCO and Soldier Programs shall look for opportunities to raise visibility and awareness of AUSA's commitment to Soldiers and their families.

- The Vice President for NCO and Soldier Programs will make every effort to ensure he/she has identified and is training his/her replacement at least one year from date of termination of office.
- The Vice President for NCO and Soldier Programs will assume other duties as assigned by the Sixth Region President.

Sixth Region Vice President for Reserve Components

- The Vice President for Reserve Components shall serve as a member of the Sixth Region EXCOM and as a member of the Sixth Region Awards Board.
- The Vice President for Reserve Components shall attempt to attend the Region Spring Meeting and National Annual Meeting.
- The Vice President for Reserve Components shall work with the Director of Army Reserve Affairs and the Director of National Guard Affairs at AUSA National Headquarters to develop and enhance ways and means to encourage membership among National Guard, Army Reserve, and Reserve Officers Training Corps (ROTC) personnel, and to encourage timely renewals.
- The Vice President for Reserve Components shall keep the Executive Committee informed and recommend policy and procedures pertaining to Reserve Components.
- The Vice President for Reserve Components shall serve on the National Reserve Component Committee.
- The Vice President for Reserve Components shall track the Reserve Component membership of the Sixth Region and report it accordingly at the semi-annual Sixth Region Meetings.
- The Vice President for Reserve Components shall work with Chapter Presidents to encourage them to appoint a Vice President for Reserve Components or another similar position on their Executive Committee.
- The Vice President for Reserve Components shall assist Chapter Vice Presidents for Reserve Components to enhance their membership by encouraging support of AUSA membership by ARNG, Army Reserve, and ROTC personnel and by providing best practices from other Chapters.
- The Vice President for Reserve Components shall promote an awareness of AUSA's commitment to ARNG, Army Reserve, and ROTC personnel.
- The Vice President for Reserve Components shall encourage greater participation in AUSA activities by ARNG, Army Reserve, and ROTC members, including attendance at Region Meetings.
- The Vice President for Reserve Components shall help to identify and eliminate or mitigate barriers to joining AUSA voiced by Reserve Component Soldiers. This includes either correcting the perception or the problem.
- The Vice President for Reserve Components shall work with the Sixth Region Executive Vice President and Sixth Region Resolutions Committee representative to communicate Reserve Component Soldiers' concerns and suggestions for a stronger Army through the Sixth Region to AUSA National Headquarters.
- The Vice President for Reserve Components shall raise visibility of the AUSA commitment to Reserve Component Soldiers and their families.
- The Vice President for Reserve Components shall provide input for Region Meetings on items of interest that will enhance Chapter's awareness relating to Reserve Component Soldiers.
- The Vice President for Reserve Components shall provide input for Region Meeting agendas that will have the widest interest to Reserve Component AUSA members with the intent of increasing Reserve Component member attendance and participation at Region Meetings.

- The Vice President for Reserve Components shall look for opportunities to raise visibility and awareness of AUSA's commitment to Soldiers and families.
- The Vice President for Reserve Components shall maintain a current contact mailing and telephone list of commanders and command sergeant majors for each battalion size or larger Reserve Component organization within the Sixth Region footprint. This also includes State Adjutants General and key Army Reserve leadership within the Region.
- The Vice President for Reserve Components will make every effort to ensure he/she has identified and is training his/her replacement at least one year from date of termination of office.
- The Vice President for Reserve Components will assume other duties as assigned by the Sixth Region President.

Sixth Region Vice President for Membership

- The Vice President for Reserve Components shall serve as a member of the Executive Committee and as a member of the Sixth Region Awards Board.
- The Vice President for Membership shall serve as a member of the Sixth Region EXCOM and as a member of the Sixth Region Awards Board.
- The Vice President for Membership shall attempt to attend the Region Spring Meeting and National Annual Meeting.
- The Vice President for Membership will work with Roger Thompson, AUSA Vice President for Membership and Meetings, and John Davies, Regional Activities Director, at AUSA National Headquarters to develop and enhance ways and means to encourage membership among National Guard, Army Reserve and Reserve Officers Training Corps personnel and to encourage timely renewals.
- The Vice President for Membership shall keep the Executive Committee informed and recommend policy and procedures pertaining to Membership.
- The Vice President for Membership shall work with Chapter Presidents to encourage them to appoint a Vice President for Membership or another similar position on their Executive Committee.
- The Vice President for Membership shall assist Chapter Vice Presidents for Membership in improving membership by helping to develop programs for their area.
- The Vice President for Membership shall encourage greater participation in AUSA activities, including attendance at Region Meetings.
- The Vice President for Membership shall help to identify and eliminate or mitigate barriers to joining AUSA voiced by active, Reserve, or community members. This includes either correcting the perception or the problem.
- The Vice President for Membership shall raise visibility of the AUSA commitment to Region community.
- The Vice President for Membership shall provide input for Region Meetings on items of interest that will enhance Chapter's awareness relating to membership.
- The Vice President for Membership shall provide input for Region Meeting agendas that will have the widest interest to all AUS A members with the intent of increasing member attendance and participation at Region Meetings.
- The Vice President for Membership will make every effort to ensure he/she has identified and is training his/her replacement at least one year from date of termination of office.
- The Vice President for Membership will assume other duties as assigned by the Sixth Region President.

Sixth Region Vice President for Chapter Operations

- The Vice President for Chapter Operations shall serve as a member of the Executive Committee and as a member of the Sixth Region Awards Board.

- The Vice President for Chapter Operations shall serve as a member of the Sixth Region EXCOM and as a member of the Sixth Region Awards Board.
- The Vice President for Chapter Operations shall attempt to attend the Region Spring Meeting and National Annual Meeting.
- The Vice President for Chapter Operations will work with the AUSA Vice President for Membership and Meetings, and the Regional Activities Director, at AUSA National Headquarters to develop and enhance ways and means to encourage membership among all Army personnel - Active, National Guard, Army Reserve and Reserve Officers Training Corps personnel - and to encourage timely renewals.
- The Vice President for Chapter Operations shall keep the Executive Committee informed and recommend policy and procedures pertaining to Chapter Operations.
- The Vice President for Chapter Operations shall assist Chapter Presidents in improving operations and membership by helping to develop programs for their area.
- The Vice President for Chapter Operations shall encourage greater participation in AUSA activities, including attendance at Region Meetings.
- The Vice President for Chapter Operations shall help to identify and eliminate or mitigate barriers to joining AUSA voiced by Active, Reserve Component, or community members. This includes either correcting the perception or enhancing the reputation of AUSA.
- The Vice President for Chapter Operations shall raise visibility of the AUSA commitment to the Region community.
- The Vice President for Chapter Operations shall provide input for Region Meetings on items of interest that will enhance Chapter's awareness relating to operations that will enhance the Chapter's ability to conduct events and membership activities.
- The Vice President for Chapter Operations shall provide input for Region Meeting agendas that will have the widest interest to all AUSA members with the intent of increasing member attendance and participation at Sixth Region Meetings.
- The Vice President for Chapter Operations will make every effort to ensure he/she has identified and is training his/her replacement at least one year from date of termination of office.
- The Vice President for Chapter Operations will assume other duties as assigned by the Sixth Region President.

Sixth Region Webmaster

- The Sixth Region Webmaster shall serve as a member of the Executive Committee.
- The Sixth Region Webmaster shall attempt to attend the Region Spring Meeting and National Annual Meeting.
- The Sixth Region Webmaster is in charge of designing and maintaining the website for the Sixth Region, including obtaining and maintaining a domain name.
- The Sixth Region Webmaster shall work in cooperation with the AUSA National Webmaster to ensure compliance with the use of the AUSA registered logo, content, and materials.
- The Sixth Region Webmaster is responsible for ensuring that the website is easy to navigate and user friendly. This includes ensuring that members utilizing a variety of browsers and operating systems can utilize the site equally.
- The Sixth Region Webmaster shall continually monitor, improve and update the performance of the website.
- The Sixth Region Webmaster shall provide links to other military installations and organizations which support Soldiers and their families.

- The Sixth Region Webmaster shall host the Sixth Region website on the webmaster's server at no cost to the Association and at some point in the future transfer the website content and materials to the National AUSA server for hosting the website.
- The Sixth Region Webmaster must maintain a "firewall" that protects the Region's information from hackers or others who may try to steal or destroy it electronically.
- The Sixth Region Webmaster shall notify the Sixth Region EXCOM as appropriate when information is needed to keep the site current.
- The Sixth Region Webmaster shall regularly check the website to ensure it is working properly and the links are still current.
- The Sixth Region Webmaster will make every effort to ensure he/she has identified and is training his/her replacement at least one year from date of termination of office.
- The Sixth Region Webmaster will assume other duties as assigned by the Sixth Region President.

Sixth Region Secretary

- The Sixth Region Secretary shall serve as a member of the Executive Committee.
- The Sixth Region Secretary may serve as the recorder for the Sixth Region Awards Board at the discretion of the Executive Vice President.
- The Sixth Region Secretary shall attempt to attend the Region Spring Meeting and National Annual Meeting.
- The Sixth Region Secretary shall be the chief administrative officer of the Region and shall be responsible for recording the minutes of Region Meetings and meetings of the Executive Committee.
- The Sixth Region Secretary shall maintain a complete and current record of Region matters and correspondence, and perform such other duties as may be prescribed by the President and Executive Committee.
- The Sixth Region Secretary shall be responsible to file reports in a timely manner with the AUSA National Headquarters upon completion.
- The Sixth Region Secretary shall assist the Sixth Region President in handling Region correspondence and routing of the correspondence to the appropriate member of the Executive Committee for action.
- The Sixth Region Secretary shall assist the Sixth Region President in maintaining a calendar of significant National, Region, and Chapter events that a member of the Executive Committee should attend and by making recommendations on who should attend those events.
- The Sixth Region Secretary shall ensure that the Executive Committee and Region membership are kept informed of all important events.
- The Sixth Region Secretary will make every effort to ensure he/she trains his/her replacement after the date of termination of office.
- The Sixth Region Secretary will assume other duties as assigned by the Sixth Region President.

Sixth Region Treasurer

- The Sixth Region Treasurer shall serve as a member of the Executive Committee.
- The Sixth Region Treasurer shall attempt to attend the Region Spring Meeting and National Annual Meeting.
- The Sixth Region Treasurer shall serve as the chief financial officer of the Region and shall be responsible for the receipt, safeguarding, disbursement of, and accounting for all Regional funds as duly authorized by the Sixth Region President.

- The Sixth Region Treasurer is empowered to expend moneys for routine Region operations and for all other purposes which may be authorized from time to time by the Sixth Region President.
- The Sixth Region Treasurer shall receive authorized funds from National Headquarters and will submit to AUSA National Headquarters financial reports on forms supplied by National Headquarters all financial reports in a timely manner as required. Such reports require the countersignature of the Sixth Region President prior to formal submission.
- The Sixth Region Treasurer will maintain the Sixth Region checking account as one of two signatures on the account. The other signature must be a member of AUSA and will be identified by the Sixth Region President (this can be the Sixth Region President).
- The Sixth Region Treasurer is responsible for advising the Sixth Region President on all financial matters.
- The Sixth Region Treasurer is responsible for assisting the Sixth Region President in preparing a Sixth Region budget to carry out the goals and objectives of the Association and Region.
- The Sixth Region Treasurer will make every effort to ensure he/she trains his/her replacement after the date of termination of office.
- The Sixth Region Treasurer will assume other duties as assigned by the Sixth Region President.

Sixth Region Immediate Past President

- The Immediate Past President shall act as Ex-Officio Member of the Sixth Region EXCOM.
- The Immediate Past President shall provide guidance and counsel to the current Sixth Region President.
- The Immediate Past President shall support the Sixth Region EXCOM in carrying out the AUSA goals and objectives.
- The Immediate Past President shall attempt to attend the Region Spring Meeting and National Annual Meeting.
- The Immediate Past President shall provide input for Sixth Region Meeting agendas that will have the widest interest to all Sixth Region members.

Sixth Region Chapter Presidents

- Chapter Presidents should periodically review their Bylaws to insure they are consistent with current policy and the Chapter's geographic area. It is recommended that the by-laws be reviewed by each incoming Chapter President. Bylaws, and any amendments, must be approved and placed on file with AUSA National Headquarters.
- Know/understand AUSA mission - follow it/promote it/teach it
- Read/learn/know/understand the Online Chapter Operations Manual (on the AUSA website - go to your Chapter page; go to the bottom of the page; "Click here for downloads"; there are 18 Chapters of the Manual
- Read Sixth Region Executive Committee's Guide
- Contact other members to offer them an opportunity to be involved (letters to all members works well)
- Ask your Executive Committee (EXCOM) to set up a calling committee to contact expiring members - retention, retention, retention
- Conduct monthly Executive Committee (EXCOM) meetings - try to keep these to no more than 1-2 hours - allow those far away to call into meetings (if possible)
- Conduct quarterly General Membership Meetings (GMM) - lunches/dinners/events w/speakers - be careful with months like November - just ensure you know what other organizations have scheduled, as lots of things happen due to Veterans Day and the

- Marine Corps Birthday during November - these events are typically listed by month in your Chapter Annual Plan
- Need semi-annual / quarterly newsletters, facebook, website
 - Membership Drives - done at USAR/NG/ROTC/Veterans organizations/Civilian events - get involved with these groups; establish relationships/partnerships with them; need permission from command groups to attend events
 - Advertise, advertise, advertise events
 - Join the Chamber of Commerce - National may pay for this
 - Work to increase involvement with other Veterans organizations
 - Need Young Professionals (YP) Vice President (VP) and focus toward YP membership
 - Awards - both Region and National offer awards for your use
 - Utilize your State President

Tab 8 - Sixth Region President's Biography



LTC Sharlee "Charley" W. Smith, US Army, Retired President, Sixth Region Association of the United States Army

LTC Smith joined the Army on 19 December 1981 and turned 30 years old the day before she graduated from Basic Training. The mother of a twelve-year-old daughter, a full-time college student, and an Infantry Company Clerk, she was the not so typical US Army Reserve Female Soldier. Graduating from Central Oregon Community College, a feat that was amazing to her, she entered Oregon State University and was pursued by the Army ROTC to join their ranks. Never believing that she could be an officer, she none-the-less graduated two years later and received her commission as a Second Lieutenant on 3 June 1984.

First in her Adjutant General's Officer Basic Course, she was selected for a Regular Army tour at the Kansas City Recruiting Battalion (1985-1988). Upon her return home to Nevada, LTC Smith joined the Army National Guard. She began her traditional service as the 422nd Signal Battalion Adjutant (1989-1992), during which time she became an Active Guard Reserve (AGR) member, earned the coveted Signal Branch flags, and received laudatory accolades for her accomplishments and expertise during the mobilization of the 72nd MP Company to Desert Storm. She was selected as the Reserve Officer's Association Nevada Chapter Outstanding Junior Officer on 21 January 1992.

She then served as the 321st Signal Company (Lt Tropo) Commander (1992-1994, first female commander). Her amazing team of Officers and Soldiers transitioned the Pony Express unit into a technical support unit capable of worldwide communications earning notoriety from both the National Guard and the Regular Army. She simultaneously served as the 422nd Signal Battalion Area Signal Center Officer and Cable Communications Officer, attended the Combined Arms & Services Staff School (CAS3), the Command & General Staff College (CGSC), and courses for Safety, Movement, Mobilization, Family Programs, Quality Awareness, and Federal Emergency Management (1992-1995).

Transferring to State Headquarters, she served as the Plans & Action Branch Officer (1995-1997), where she established programs for Soldier Readiness Processing and standards for the Promotion and Retention Boards. She also served as the State Casualty Assistance Officer, was the first Federal Women's Program Manager, and served on the Nevada Guard's first Strategic Planning Team.

Her next move took her to the 99th Troop Command Administrative Officer (first female) and Operations & Training Officer (S-3, first female) positions, a 600 plus soldier Battalion with elements throughout the State. During this period (1997-1998), she was responsible for opening and moving over 350 Soldiers into the Washoe County Training Center at Stead, and was recognized for her team's efforts in establishing a training/qualification tracking system, and coordinated and executed demanding training events, to include the movement of the 1864th Transportation Company trucks from Iowa to Nevada.

She then went to the University of Nevada, Reno ROTC Program as their Executive Officer (1998-2002, first female), where she also served as the Recruiting Officer during the first year. She taught both the Military Science I & II level classes, managed the cadre in receiving the highest Command Inspection honors, conducted recruiting events, and earned her Master's Degree during this period.

Her final position (2002-2006) was that of Mobilization/Readiness Officer for the Nevada Army National Guard. She mobilized 68% of the State's Soldiers to Operation Iraqi Freedom, Operation Enduring Freedom, and Operation Noble Eagle, while also serving as the Command Inspection Team Chief (first female) and the Executive Officer (first female) for the Deputy Chief of Staff for Training & Operations.

LTC Smith lives in Reno, Nevada, where she now serves in her passion as a ballroom dancer, instructor, and performer. She is married and has two children, five grandchildren, and four great-grandchildren.

Education

- American Military University, Manassas Park VA, Master of Arts in Civil War History, 2001
- Oregon State University, Corvallis OR, Bachelor of Science in Business Management, 1984.
- Central Oregon Community College, Associate of Arts in Business, 1982.
- Combined Arms & Services Staff School (CAS3); Command & General Staff College (CGSC)

Professional Experience

- US Army Reserve, 19 December 1981, Infantry Company Clerk
- Oregon State University ROTC, Second Lieutenant, 3 June 1984
- Regular Army, January 1985-May 1988
- Nevada Army National Guard Traditional Soldier, April 1989-February 1990
- Nevada Army National Guard Active Guard Reserve (AGR), March 1990-May 2006 (Retired)
- “First” female positions include 321st Signal Company (Lt Tropo) Commander, 99th Troop Command Administrative Officer (AO), Operations & Training Officer (S-3), University of Nevada, Reno ROTC Program Executive Officer (XO), Command Inspection Team Chief, Executive Officer for the Deputy Chief of Staff for Training & Operations

Awards

Legion of Merit, Meritorious Service Medal (5th), Army Commendation Medal (5th), Army Achievement Medal, Army Reserve Components Achievement Medal (7th), National Defense Service Medal (2nd), Global War on Terrorism Service Medal, Humanitarian Service Medal, Armed Forces Reserve Medal (2nd), Army Service Ribbon, Nevada Distinguished Service Medal, Nevada Commendation Ribbon (3rd), Nevada National Guard Emergency/ Humanitarian Service Ribbon, Nevada National Guard Service Ribbon (3rd), Recruiting Ribbon, and the Governor’s Outstanding Unit Award; Nevada National Guard Hall of Fame

History with the Association of the United States Army (AUSA)

1983 Joined AUSA

1998 Joined General William C. Westmoreland Chapter, Reno NV

- Vice President for ROTC Affairs, 1998-2002
- Chapter Secretary, 1999-2002
- Vice President for National Guard Affairs, 2002-2010
- Westmoreland Chapter President, 2010-2012

National Committees

- 2009 Resolutions Committee
- 2010 Resolutions Committee
- 2011 Resolutions Committee

Sixth Region

- Sixth Region President (encompasses 6 States – Washington, Oregon, Northern California, Nevada, Idaho, Montana – 13 Chapters and 11 Sub-Chapters), 2012-current

Tab 9 - Sixth Region President's Philosophy

What I Believe

- ◆ Service is not just a word; it is a way of life.
- ◆ Stay focused on all that is positive.
- ◆ One's reputation is one's honor, integrity, and loyalty.
- ◆ Leadership is built through training and practical experience.
- ◆ Build phenomenally great teams, deep relationships, and be authentic.
- ◆ Always continue to be a Soldier; always be proud to be a Veteran.
- ◆ Open your arms to change, but don't let go of your values.
- ◆ Live a good, honorable life.
- ◆ Always do the right thing.

How I Do Business

- ◆ Most Expedient Means (electronically - email or text) - please follow-up with an e-mail, if we have a Face-to-Face or a Phone Call
- ◆ Always feel open to say what is on your mind
- ◆ After a decision is made, we ALL must support that decision
- ◆ Execute plans/programs vigorously and with enthusiasm
- ◆ Follow-up, follow-up, follow-up

Goals

- ◆ Communicate AUSA's declaration to be the foremost voice for America's Army
- ◆ Advocate for our Servicemembers, who unselfishly serve and preserve our country's freedoms, via connections with civic organizations, media, and congressional advocates
- ◆ Continue to build Sixth Region based on previous leaderships' goals/objectives
- ◆ Work with the Chapters to improve individual/corporate membership in currently struggling Chapters and increase membership in Chapters seeking that achievement
- ◆ Encourage and assist the Sixth Region State Presidents, the Chapter Presidents, and the Chapter Members in their efforts to support and maintain their States and Chapters in achieving the AUSA goals and objectives
- ◆ Attend National, Region, State and Chapter events within budget and time constraints