

CHARTER
OF THE
EDWARDS AFB COMPANY GRADE OFFICERS' COUNCIL

(CURRENT AS OF APR 2011)

THIS CHARTER ESTABLISHES THE EDWARDS AFB COMPANY GRADE OFFICERS' COUNCIL, HEREAFTER REFERRED TO AS THE CGOC.

ARTICLE I – PURPOSE

- A. THE PURPOSE AND OBJECTIVES OF THE PRIVATE ORGANIZATION SHALL BE TO PROVIDE AN ORGANIZATION THAT PROMOTES PROFESSIONAL DEVELOPMENT, ENCOURAGES BASE AND LOCAL COMMUNITY SERVICE, AND ESTABLISHES AN ENVIRONMENT THAT INCREASES THE AVAILABILITY OF OPPORTUNITIES FOR ENHANCED CAREER AND PERSONAL DEVELOPMENT.
- B. PROVIDE AN ORGANIZATIONAL STRUCTURE FOR COMMUNICATION AMONG CGOs ON EDWARDS AFB BY SHARING PLANS, IDEAS, AND LESSONS LEARNED TO PROMOTE THE WHOLE PERSON CONCEPT.
- C. IDENTIFY ISSUES AFFECTING CGOs AND PROVIDE THAT INFORMATION TO EDWARDS AFB LEADERSHIP.
- D. FUNCTION AS A CATALYST TO ENHANCE THE EFFECTIVENESS AND COMMUNICATION AMONG COMPANY GRADE OFFICERS' COUNCILS (CGOCs), INCLUDING THE WESTERN REGION CGOC (WRCGOC), AIR FORCE CGOC, OR EQUIVALENT ORGANIZATIONS.

ARTICLE II – GENERAL PROVISIONS

- A. THE AUTHORITY FOR THE CREATION OF THIS PRIVATE ORGANIZATION IS AFI-34-223. THE ORGANIZATION WILL OPERATE ON EDWARDS AFB ONLY WITH THE WRITTEN PERMISSION OF THE INSTALLATION COMMANDER OR DESIGNEE. OPERATION IS CONTINGENT ON COMPLIANCE WITH REQUIREMENTS AND CONDITIONS OF ALL APPLICABLE AIR FORCE REGULATION AND DIRECTIVES. THE ORGANIZATION IS NOT A NON-APPROPRIATED FUND INSTRUMENTALITY (NAF)), NOR IS IT ENTITLED TO THE PRIVILEGES AND IMMUNITIES OF THE US FEDERAL GOVERNMENT.
- B. CLASSIFICATION: THE ORGANIZATION IS CLASSIFIED AS AN OFFICIAL ACTIVITY.
- C. LIABILITY: THE MEMBERS MAY BE PERSONALLY LIABLE UNDER THE LAWS OF THE STATE OF CALIFORNIA FOR ORGANIZATIONAL DEBT IN EVENT THE PRIVATE ORGANIZATION CLOSES AND THERE ARE NOT ENOUGH ASSETS TO COVER ALL LIABILITIES. ORGANIZATIONAL CLOSURE IS INSUFFICIENT TO DISCHARGE LIABILITIES.

ARTICLE III – ORGANIZATION

- A. MEMBERSHIP IN THE CGOC WILL CONSIST OF REPRESENTATIVES FROM EDWARDS AFB, AND TENANT UNITS.

- B. THE EXECUTIVE COMMITTEE OF THE CGOC SHALL CONSIST OF THE PRESIDENT, VICE PRESIDENT, COMMUNITY SERVICE CHAIRPERSON, SOCIAL ACTIVITIES CHAIRPERSON, SECRETARY AND TREASURER.
- C. THE CGOC SHALL ESTABLISH SEVERAL COMMITTEES TO INCLUDE BUT ARE NOT LIMITED TO: PROFESSIONAL DEVELOPMENT, COMMUNITY SERVICE, AND SOCIAL DEVELOPMENT.
 - 1. THE VICE PRESIDENT WILL BE APPOINTED THE CHAIRMAN OF THE PROFESSIONAL DEVELOPMENT COMMITTEE.
 - 2. THE COMMUNITY SERVICE CHAIRPERSON WILL BE APPOINTED CHAIRMAN OF THE COMMUNITY OUTREACH COMMITTEE.
 - 3. THE SOCIAL ACTIVITIES CHAIRPERSON WILL BE APPOINTED CHAIRMAN OF THE SOCIAL DEVELOPMENT COMMITTEE.
 - 4. ANY ADDITIONAL COMMITTEES ESTABLISHED BY THE EXECUTIVE COMMITTEE SHALL HAVE THEIR COMMITTEE CHAIRMAN SELECTED BY THE EXECUTIVE COMMITTEE AT THE TIME OF INCEPTION.
- D. THE CGOC SHALL ALSO INCLUDE AN ADVISOR POSITION TO ACT AS A MENTOR AND UNOFFICIAL OVERSIGHT FOR THE CGOC.
 - 1. THE EXECUTIVE COMMITTEE HAS THE DISCRETION TO CHOOSE ITS OWN ADVISORS WITH THE RECOMMENDATION FOR ONE ADVISOR FROM EACH WING LEVEL ORGANIZATION.

ARTICLE IV – OFFICERS

- A. OFFICERS OF THE CGOC (THE EXECUTIVE COMMITTEE) WILL BE ELECTED BASED ON THE ELECTION PROCEDURES OUTLINED IN ARTICLE V. ALL OFFICERS ON THE EXECUTIVE COMMITTEE SHALL SERVE ONE YEAR TERMS. THESE TERMS SHOULD BEGIN NO LATER THAN 31 JANUARY.
- B. MEMBERS OF THE EXECUTIVE COMMITTEE MAY NOT REPRESENT HIS/HER UNIT AT THE CGOC MEETINGS.
- C. IN THE CASE OF A PERMANENT OR EXTENDED ABSENCE OR REMOVAL OF ANY EXECUTIVE COMMITTEE MEMBER, WITH EXCEPTION OF THE PRESIDENT, AN INTERIM OFFICER MAY BE APPOINTED BY THE CGOC PRESIDENT TO SERVE UNTIL THE NEXT ELECTION. IF THE VACANCY OCCURS AT THE POSITION OF PRESIDENT, THE VICE-PRESIDENT SHALL ASSUME THE PRESIDENCY AND BACKFILL HIS/HER POSITION WITH THE COMMUNITY SERVICE CHAIRPERSON OR BY APPOINTMENT.

ARTICLE V – ELECTIONS

- A. ANY CGO ON OR CONNECTED TO EDWARDS AFB IS ELIGIBLE TO BE NOMINATED; EXPERIENCE WITH THE CGOC IS DESIRED.
 - 1. ALL NOMINATIONS WILL BE RECOGNIZED IF ACCEPTED BY THE NOMINEE. NOMINEES SHOULD ACCEPT NOMINATION ONLY IF ANTICIPATING AT LEAST ONE FULL YEAR AT EDWARDS AFB.

2. THE NOMINEE SHOULD CONSIDER WORKLOAD AND DEPLOYMENTS WHEN DETERMINING WHETHER TO ACCEPT.
 3. CANDIDATES MUST BE ACTIVE MEMBERS OF THE CGOC. AN ACTIVE MEMBER IS DEFINED AS SOMEONE THAT HAS ATTENDED ONE-FOURTH OF THE MONTHLY MEETINGS OVER THE PREVIOUS 12 MONTHS OR SINCE ARRIVAL TO EDWARDS. EXCEPTIONS WILL BE HANDLED BY THE EXISTING COUNCIL MEMBERS.
- B. ELECTIONS WILL BE HELD DURING THE FIRST MONTH OF THE CALENDAR YEAR. TO BE ELECTED AN OFFICER MUST RECEIVE A MAJORITY OF VOTES CAST.
 - C. THE ELECTION PROCESS WILL BE RUN BY THE CGOC VICE-PRESIDENT IF NOT RUNNING FOR A POSITION, OR OTHER OUTGOING CGOC EXECUTIVE COUNCIL MEMBER WHO IS NOT RUNNING FOR A CGOC POSITION. THIS PERSON IS REFERRED TO AS THE ELECTION OFFICER.
 - D. THE ELECTION PROCESS WILL START WITH A CALL FOR NOMINEES, FOLLOWED BY THE FORMAL ELECTION PROCESS.
 1. EACH PERSON NOMINATED WILL PROVIDE A BRIEF BIOGRAPHY OUTLINING THEIR QUALIFICATIONS FOR THE OFFICE SOUGHT. BIOGRAPHIES WILL BE IN STANDARDIZED FORMATS PROVIDED TO THE CANDIDATES BY THE ELECTION OFFICER AND AGREED UPON BY THE EXECUTIVE COMMITTEE.
 2. IF A CANDIDATE IS FOUND TO HAVE PROVIDING ERRONEOUS INFORMATION THAT CANDIDATE WILL BE IMMEDIATELY REMOVED FROM THE RUNNING AND WILL NOT BE ALLOWED TO RUN FOR A POSITION FOR AT LEAST ONE YEAR.
 3. NOMINATIONS WILL BE OPEN FOR 2 WEEKS. THE ELECTION PROCESS WILL BE CONDUCTED OVER A PERIOD OF 2 WEEKS WHERE BALLOTS WILL BE ACCEPTED ELECTRONICALLY VIA SIGNED E-MAIL AND IN PERSON DURING THE MONTHLY CGOC MEETING.
 - E. THE ELECTION OFFICER WILL COMPILE THE FINAL LIST OF NOMINEES AND DISTRIBUTE THEM TO EACH CGO. NOMINEES MAY RUN FOR MORE THAN ONE POSITION. THE NOMINEE WITH THE MOST VOTES IN EACH CATEGORY WILL WIN THAT POSITION. SHOULD THE SAME NOMINEE HAVE THE MOST VOTES IN MORE THAN ONE CATEGORY, THEN HE/SHE WILL RETAIN THE HIGHER OFFICE AND THE NOMINEE WITH THE SECOND HIGHEST VOTE TOTAL IN THE REMAINING POSITION WILL WIN THAT POSITION.
 1. THE HIERARCHY OF THE EXECUTIVE COMMITTEE IS: PRESIDENT, VICE PRESIDENT, SECRETARY, TREASURER, COMMUNITY SERVICES CHAIRPERSON, SOCIAL ACTIVITIES CHAIRPERSON.
 - F. RE-ELECTION IS PERMISSIBLE UP TO TWO TERMS IN THE SAME OFFICE.

ARTICLE VI – MEMBERSHIP

- A. MEMBERSHIP IN THIS ORGANIZATION SHALL BE OPEN TO ALL COMPANY GRADE OFFICERS (O-1 – O-3) ASSIGNED TO EDWARDS AFB AND TENANT OR ASSOCIATED UNITS. ANY DISCRIMINATION BASED ON AGE, RACE, RELIGION, COLOR, NATIONAL ORIGIN, DISABILITY, ETHNIC GROUP, OR GENDER IS PROHIBITED. MEMBERSHIP IS LIMITED PRIMARILY TO MEMBERS OF THE DOD FAMILY. AN ACTIVE MEMBER IS DEFINED AS SOMEONE WHO HAS ATTENDED A MONTHLY MEETING, COMMUNITY

SERVICE EVENT, OR FUNDRAISER IN THE PRIOR OR PRESENT QUARTER. EXCEPTIONS WILL BE HANDLED BY THE EXECUTIVE COUNCIL.

- B. A REPRESENTATIVE WILL BE ASSIGNED TO THE CGOC FROM EACH GROUP-LEVEL ORGANIZATION AND TENANT UNIT ASSOCIATED WITH EDWARDS AFB, TO ENSURE ALL CGOs ARE REPRESENTED.
- C. A MEMBER OF THE EXECUTIVE COUNCIL CANNOT FULFILL THE REPRESENTATIVE REQUIREMENT INCLUDED IN PREVIOUS PARAGRAPH.
- D. A QUORUM OF AT LEAST TEN CGOs SHALL BE REQUIRED TO CONDUCT OFFICIAL BUSINESS AT ANY MEETING OF THE CGOC.
- E. PHYSICAL OR MENTAL HAZING OR HARASSMENT AS PART OF INITIATION RITES IN THE ORGANIZATION IS PROHIBITED.

ARTICLE VII – MEETINGS

- A. THE CGOC SHALL MEET MONTHLY AT A TIME AND LOCATION CONDUCIVE TO MAXIMIZING PARTICIPATION FROM THE CGOs. MEETING AGENDA AND MINUTES SHALL BE PLANNED IN ADVANCE AND EACH MEETING SHALL BE PLANNED AND ANNOUNCED WITH SUFFICIENT TIME FOR MEMBERS TO PLAN TO ATTEND.
 - 1. RECOMMEND THAT THE EXECUTIVE COMMITTEE COORDINATES WITH GEOGRAPHICALLY SEPARATED BASE AGENCIES SUCH AS AFRL TO ENSURE THEIR ABILITY TO PARTICIPATE.
- B. THE EXECUTIVE COMMITTEE OF THE CGOC SHALL MEET AT LEAST MONTHLY TO REVIEW THE ACTIONS OF THE COUNCIL AND FUTURE PLANS. THE PRESIDENT WILL DETERMINE THE TIME AND MEANS FOR EACH MEETING.

ARTICLE VIII - VOTING PROCEDURES

- A. EVERY ITEM BEING CONSIDERED FOR VOTE SHALL RECEIVE AMPLE TIME FOR CONSIDERATION.
- B. EACH BASE CGO SHALL HAVE ONE VOTE TO INCLUDE ELECTIONS FOR NEW STAFF AND ANY OTHER ISSUES THAT AFFECT THE BASE.
- C. A SIMPLE MAJORITY VOTE OF THE QUORUM OF MEMBER ORGANIZATIONS (ARTICLE VI, SECTION D) SHALL BE REQUIRED FOR ALL ACTIONS OF THE CGOC, UNLESS OTHERWISE HEREIN STATED.
- D. THE PRESIDENT MAY CAST A VOTE ONLY TO BREAK A TIE.

ARTICLE IX – FINANCES

- A. THE CGOC MEMBERSHIP SHALL VOTE ON ALL ISSUES FOR REQUIRING FUNDING.
- B. AT THE BEGINNING OF THE YEAR THE EXECUTIVE COMMITTEE WILL PLAN A SCHEDULE OF EVENTS FOR THE YEAR AND PROPOSE A BUDGET TO THE CGOC WHICH WILL BE VOTED UPON FOR APPROVAL.
 - 1. MINOR DEVIATIONS TO THE COSTS OF THE BUDGET ARE ALLOWED, BUT WILL BE BROUGHT UP AT THE MEETING WHEN THEY ARE REALIZED.

2. THESE DEVIATIONS WILL NOT EXCEED \$100 PER BUDGETED ACTIVITY.
- C. REVENUE TO SUPPORT THIS PRIVATE ORGANIZATION'S ACTIVITIES WILL BE DERIVED FROM VARIOUS FUND RAISING EVENTS.
 1. THESE EVENTS INCLUDE SUCH ACTIVITIES AS THE SALE OF COMMEMORATIVE EDWARDS AFB MEMORABILIA (WITH AFFTC/CC APPROVAL).
- D. WHEN A MONTHLY CGOC MEETING IS NOT ABLE TO BE HELD PRIOR TO MONETARY NEED, THE EXECUTIVE COMMITTEE MAY AUTHORIZE UP TO \$200 FOR NON-BUDGETED ITEMS WITHIN A ONE-MONTH PERIOD. THIS DECISION MUST BE DETAILED TO THE ATTENDEES AT THE NEXT MONTHLY COUNCIL MEETING AND DOCUMENTED IN THE MINUTES.

ARTICLE X – ADOPTION/AMENDMENT

- A. THE ADOPTION OF THESE CONSTITUTION/BYLAWS ESTABLISHING THIS ORGANIZATION IS EFFECTIVE UPON ACCEPTANCE BY A QUORUM OF THE ACTIVE MEMBERS, AT A GENERAL MEMBERSHIP MEETING, WHEN PASSED BY 51 % OR MORE OF THE MEMBERSHIP PRESENT.
- B. ALL PROPOSED AMENDMENTS TO THE CONSTITUTION/BYLAWS WILL BE MADE IN WRITING BY A MEMBER OF THE CGOC TO THE EXECUTIVE COMMITTEE OF THE CGOC. THESE PROPOSED AMENDMENTS WILL BE PRESENTED TO THE MEMBERSHIP AT A SCHEDULED MEETING. THE AMENDMENTS WILL BECOME PART OF THE CONSTITUTION AND BYLAWS WHEN PASSED BY 51 % OF THE MEMBERSHIP PRESENT. THE AMENDMENT(S) WILL ONLY BECOME EFFECTIVE AFTER RECEIPT OF WRITTEN APPROVAL FROM THE 95TH SERVICES DIVISION DIRECTOR.

ARTICLE XI – DISSOLUTION

- A. IN CASE OF DISSOLUTION, FUNDS REMAINING IN TREASURY AFTER SATISFACTION OF ANY OUTSTANDING DEBTS, LIABILITIES, OR OBLIGATIONS MAY BE REDISTRIBUTED WITHIN THE COMMAND OR USED TO SUPPORT AN ON OR OFF BASE CHARITY THAT REFLECTS FAVORABLY ON THE PO AND THE AIR FORCE.
- B. IN THE EVENT OF DISSOLUTION, THE TREASURER SHALL BE RESPONSIBLE FOR A COMPLETE FINANCIAL ACCOUNTING OF ASSETS, LIABILITIES, AND THE DISPOSITION OF RESIDUAL ASSETS. A FINAL FINANCIAL REPORT WILL BE SENT TO THE RESOURCE MANAGEMENT FLIGHT CHIEF FOR REVIEW AND INCLUSION IN THE SERVICES FILE.

ARTICLE XII – INSURANCE

- A. THE ORGANIZATION SHALL BUY AND MAINTAIN ADEQUATE INSURANCE COVERAGE FOR THE CLUB ACTIVITIES AND SPECIAL EVENTS UNLESS WAIVED BY THE MISSION SUPPORT GROUP COMMANDER. IF INSURANCE IS WAIVED FOR GENERAL CLUB ACTIVITIES, ANY SPECIAL ACTIVITIES THAT MAY INCREASE THE RISK FACTOR WILL BE COORDINATED WITH THE 95TH SERVICES DIVISION DIRECTOR TO DETERMINE IF INSURANCE IS NEEDED.

ARTICLE XIII – EXECUTIVE COMMITTEE OFFICER DUTIES

A. PRESIDENT

1. RESPONSIBLE FOR ENFORCEMENT OF THE CONSTITUTION, BYLAWS AND STANDING RULES OF THE ORGANIZATION.
2. CHAIRPERSON AT ALL GENERAL MEMBERSHIP, SPECIAL MEETINGS, AND EXECUTIVE COMMITTEE MEETINGS.
3. EX-OFFICIO MEMBER OF ALL COMMITTEES.
4. APPOINTS SPECIAL COMMITTEES AS NECESSARY.
5. COUNTERSIGNS ALL MINUTES OF THE ORGANIZATION.
6. REPRESENTS THE ORGANIZATION AT ALL FUNCTIONS REQUIRING A DELEGATE.
7. MAY SIGN CHECKS.
8. RESPONSIBLE FOR DISPOSITION OF ALL RESIDUAL ASSETS AND DISCHARGE FOR ALL LIABILITIES.
9. ATTENDS OR ARRANGES FOR A DESIGNATED REPRESENTATIVE TO ATTEND OTHER SQUADRON OR BASE COMMITTEE MEETINGS.

B. VICE-PRESIDENT

1. ASSUMES THE DUTIES OF PRESIDENT IN HIS/HER ABSENCE
2. ASSISTANT TO THE PRESIDENT FOR OFFICIAL DUTIES
3. MAY SIGN CHECKS
4. CHAIRPERSON OF THE PROFESSIONAL DEVELOPMENT COMMITTEE
5. RESPONSIBLE FOR CONDUCTING LIEUTENANT PROFESSIONAL DEVELOPMENT PROGRAM (LPDP) AND OTHER EVENTS TO FOSTER PROFESSIONAL DEVELOPMENT AMONG THE COMPANY GRADE OFFICERS

C. SECRETARY

1. RECORDS THE PROCEEDINGS OF THE ORGANIZATION AND EXECUTIVE COMMITTEE MEETINGS.
2. FORWARDS A COPY OF THE MONTHLY CGOC MEETING MINUTES TO 95 MSG/SVF.
3. SENDS MINUTES OF EACH MEETING TO THE EXECUTIVE COMMITTEE MEMBERS.
4. MAINTAINS ROSTER OF ATTENDANCE TO MEETINGS, FUND RAISERS, AND COMMUNITY SERVICE EVENTS.
5. MAINTAINS A COPY OF THE CONSTITUTION, BYLAWS, AND STANDING RULES AVAILABLE TO MEMBERS. DISTRIBUTES CONSOLIDATED CURRENT EVENTS TO GENERAL CGOC MEMBERSHIP ON A BI-WEEKLY BASIS.
6. ENSURES INFORMATION ON EDWARDS CGOC WEBSITE IS UP TO DATE AND ACCURATE.

A.) MAY CREATE A WEBPAGE COMMITTEE TO ASSIST WITH UPDATING INFORMATION.

7. UPDATES MEMBERSHIP EMAIL DIRECTORY AT LEAST QUARTERLY.

D. TREASURER

1. RECEIVES AND DISBURSES FUNDS BELONGING TO THE ORGANIZATION AS DIRECTED BY THE GENERAL MEMBERSHIP AND/OR THE EXECUTIVE COMMITTEE.
2. CUSTODIAN FOR ALL ORGANIZATION FUNDS AND ACCOUNTABLE ASSETS.
3. KEEPS ALL MONEYS IN A NON-INTEREST-BEARING ACCOUNT AT THE BASE FINANCIAL INSTITUTION.
4. WHEN AUTHORIZED, DISBURSES FUNDS TO PAY DEBTS.
5. MAY SIGN CHECKS.
6. AUDITS ACCOUNTS PRIOR TO THE INSTALLATION OF A NEWLY ELECTED TREASURER, UPON THE PRESIDENT'S REQUEST AND WHEN THE MEMBERSHIP DEEMS IT NECESSARY.
7. PROVIDES FINANCIAL STATEMENTS AT EACH MONTHLY/QUARTERLY MEETING. THEY WILL CONTAIN THE STATUS OF ALL FINANCIAL TRANSACTIONS AND THE CURRENT FINANCIAL BALANCE.
8. NOTIFIES ALL MEMBERS OF THEIR PERSONAL FINANCIAL RESPONSIBILITY.
9. CHAIRPERSON OF THE FUNDRAISING COMMITTEE.
10. RESPONSIBLE FOR MANAGING FUNDRAISING EVENTS AS ALLOWED IN AFI 34-223.

E. COMMUNITY SERVICE CHAIRPERSON

1. MAY ASSUME THE DUTIES OF THE VICE PRESIDENT, SOCIAL ACTIVITIES CHAIRPERSON, TREASURER, OR THE SECRETARY IN HIS/HER ABSENCE.
2. CHAIRPERSON OF THE COMMUNITY SERVICE COMMITTEE.
3. RESPONSIBLE FOR CONDUCTING MONTHLY COMMUNITY SERVICE EVENTS THAT BENEFIT THE LOCAL COMMUNITY AND REFLECT FAVORABLY ON THE CGOC.

F. SOCIAL ACTIVITIES CHAIRPERSON

1. MAY ASSUME THE DUTIES OF THE VICE PRESIDENT, COMMUNITY SERVICE CHAIRPERSON, TREASURER, OR THE SECRETARY IN HIS/HER ABSENCE.
2. CHAIRPERSON OF THE SOCIAL DEVELOPMENT COMMITTEE.
3. RESPONSIBLE FOR CONDUCTING MONTHLY SOCIAL DEVELOPMENT EVENTS THAT ENHANCE THE CAMARADERIE, MORALE, AND NETWORKING ABILITY OF THE MEMBERS OF THE CGOC.

G. RESIGNATION

1. AN OFFICER OF THE CGOC EXECUTIVE COMMITTEE OR AN APPOINTED POSITION MAY RESIGN HIS/HER POSITION BY SUBMITTING A LETTER OF RESIGNATION TO THE CGOC PRESIDENT.

H. REMOVAL FROM OFFICE

1. ELECTED OFFICERS MAY BE REMOVED FROM OFFICE BY THE PRESIDENT WITH APPROVAL OF THE CGOC ADVISOR AT ANY TIME FOR NEGLIGENCE OR DERELICTION OF DUTY. THE PRESIDENT MAY ONLY BE REMOVED BY A MAJORITY DECISION OF THE REMAINING EXECUTIVE COMMITTEE OFFICERS AND APPROVAL OF THE CGOC ADVISOR. APPOINTED COMMITTEE MEMBERS MAY BE REMOVED BY THE PRESIDENT.

ARTICLE XIV – STANDING COMMITTEES

A. EXECUTIVE COMMITTEE

1. COMPOSED OF PRESIDENT, VICE PRESIDENT OF PROFESSIONAL DEVELOPMENT, VICE PRESIDENT OF COMMUNITY SERVICE, VICE PRESIDENT OF SOCIAL DEVELOPMENT, TREASURER AND SECRETARY
2. ENSURES COMPLIANCE WITH CONSTITUTION AND BYLAWS.
3. REVIEWS ALL PROPOSED CONSTITUTION AND BYLAWS CHANGES.
4. ANNUALLY REVIEWS CHARTER AND BYLAWS PRIOR TO SUBMISSION TO THE BASE FOR ACCEPTANCE.
5. MEETS REGULARLY TO COORDINATE AND PLAN EVENTS OF THE COOC

B. PROFESSIONAL DEVELOPMENT COMMITTEE

1. COMPOSED OF THE VICE PRESIDENT OF PROFESSIONAL DEVELOPMENT AND VOLUNTEERS FROM THE GENERAL CGOC MEMBERSHIP
2. MEETS REGULARLY TO PLAN LIEUTENANT PROFESSIONAL DEVELOPMENT PROGRAM (LPDP) AND OTHER EVENTS TO FOSTER PROFESSIONAL DEVELOPMENT AMONG THE COMPANY GRADE OFFICERS

C. FUNDRAISING COMMITTEE

1. COMPOSED OF THE TREASURER AND VOLUNTEERS FROM THE GENERAL CGOC MEMBERSHIP
2. MEETS REGULARLY TO PLAN TWO FUNDRAISING EVENTS PER QUARTER OR AS ALLOWED IN AFI 34-223 ,

D. WEBPAGE COMMITTEE (AS NEEDED)

1. COMPOSED OF THE SECRETARY AND VOLUNTEERS FROM THE GENERAL CGOC MEMBERSHIP
2. MEETS REGULARLY TO DISCUSS UPDATES CHANGES NECESSARY FOR THE CGOC WEBSITE: WWW.EDWARDSCGOC.COM

E. COMMUNITY SERVICE COMMITTEE

1. COMPOSED OF THE COMMUNITY SERVICE CHAIRPERSON AND VOLUNTEERS FROM THE GENERAL CGOC MEMBERSHIP.

2. MEETS REGULARLY TO PLAN COMMUNITY SERVICE EVENTS THAT BENEFIT THE LOCAL COMMUNITY AND REFLECT FAVORABLY ON THE CGOC.

F. SOCIAL DEVELOPMENT COMMITTEE

1. COMPOSED OF THE SOCIAL ACTIVITIES CHAIRPERSON AND VOLUNTEERS FROM THE GENERAL CGOC MEMBERSHIP.
2. MEETS REGULARLY TO PLAN SOCIAL DEVELOPMENT EVENTS THAT ENHANCE THE CAMARADERIE, MORALE, AND NETWORKING ABILITY OF THE MEMBERS OF THE CGOC.

THIS CHARTER IS APPROVED AS WRITTEN.

JASON MINNICH, 1LT, USAF
PRESIDENT, CGOC

ROBERT MANIFOLD, 1LT, USAF
VICE-PRESIDENT, CGOC

JASON FUNG, 2D LT, USAF
SECRETARY, CGOC

STACY BABER, CAPT, USAF
TREASURER, CGOC

NADIA HALIM, 1ST LT, USAF
COMMUNITY SERVICE CHAIRPERSON, CGOC

VACANT
SOCIAL ACTIVITIES CHAIRPERSON, CGOC

1ST IND,

I CONCUR WITH THIS CHARTER.

TAMMY SMEEKS, COL, USAF
EDWARDS AFB TW CGOC ADVISOR

JOSEPH TORES, COL, USAF
EDWARDS AFB ABW CGOC ADVISOR