

Bylaws of the USS NATHAN HALE NFC-9900

Bylaws and Organizational documents of the USS NATHAN HALE



Established: 25 April 1999

The USS NATHAN HALE is a Science Fiction and Sci-Fi Fantasy Fan Club based in the Inland Empire, California area, accepting members from around the San Bernardino, Redlands, Colton, Fontana, Rancho Cucamonga, Ontario, Upland and parts of San Bernardino County area; see [Ship Membership Range](#).

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MISSION STATEMENT

Members of the USS NATHAN HALE shall serve the community and its crew in a manner which will bring honor to the members of the Federation®.

MOTTO

Seeking Truth in the Stars (Verum in Quaeritis Astra)

The USS NATHAN HALE is a chapter of the Federation® and is a Theurgy class Multi-Vector Dreadnaught with a maximum crew of 980

The ships banner shall be clearly displayed at all away missions.

The USS NATHAN HALE is the designated name of the organized group of Star Trek, Science Fiction and Sci-Fi Fantasy fans who have come together to provide an outlet for their actions as well as provide moral and physical support for its members. This is to be done within the precepts of the organization known as the Federation® for the benefit of the community, the enrichment of all, and charity to others.

Hereafter the terms “USS NATHAN HALE” or “the ship” will designate the chapter named USS NATHAN HALE.

The membership of the USS NATHAN HALE shall be open to all persons who wish to join regardless of race, sex, or religion, provided they maintain a good moral character and abide by the rules set forth herein.

These Bylaws affect only the USS NATHAN HALE where not in direct conflict with the Federation® Bylaws.

Members may be required to provide specific information as may be required by the Command Staff of the ship or fan club. None of this information shall be used in a manner which might embarrass any prospective, current, or past member of the crew.

This information shall include:

- Full name
- Full address with zip code
- Date of birth
- Phone number
- email address, if one exists
- Existing chronic health concerns that we can assist in the monitoring of
- Notice of specific interests and/or current job, abilities, or talents.
 - This information is to be used by the Command Staff as a means to establish a crew assignment to a specific ships section.
- Emergency contact with phone number
- Medical history, including allergies
 - This information shall be utilized only in the case of a medical emergency and provided to emergency personnel as required during a ship's function.
 - This information shall be contained in an individually sealed packet and maintained by the Chief Medical Officer. The sealed packet shall be provided to the senior member of any away team when more than 5 members are participating in any function at the request of the senior member.
 - This information shall NOT be made available to any person not requiring such information.
- Personal information
 - Your personal information and membership is confidential and dissemination of that data to any outside organization is prohibited. The information will be made available on a need to know basis only to the

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Command Staff. This information belongs to you and you may request a copy of your file at any time. Please allow two weeks for this information to be copied and presented to you.

- If you do not wish to have photos of you at events shared or taken, it is your responsibility to inform someone on the Command Staff of this request.

1. ORGANIZATION

The organization of the ship shall be as is hereby listed and shall function as follows:

1.1. RANK STRUCTURE

The rank structure of the ship shall be in line with the naval ranks as provided in the structure of the Federation®.

The duties provided in the bylaws shall in no way prohibit the request for assignment to a different position as long as the minimum requirements for the new position have been met and verified by the Command Staff.

1.2. PROMOTIONS

Promotions for any officer or enlisted rank to its next senior rank shall be at the decision of the Command Staff. No crewmember may seek any Command Staff or Bridge Officer position without the required Federation® training certification for command.

Criteria for promotion from Enlisted to Officer:

- Show an active membership on the ship and in the Federation®, subject to Command Officer override.
- Have completed the required courses of study provided by the Federation® for the purpose of authorizing promotion to that rank.
- All promotions must be approved by a majority vote of the Command Staff
- The commanding officer may grant meritorious promotions upon receipt of recommendations and special service with a limit of 3 ranks per 1-year period up to the rank of Commander.
- Initial assignment as an officer into the crew shall require:
 - The member must be a transfer from another ship (see section 5)
 - Submit an active SCC number verifying membership in the Federation® within 60 days of the submission of application for membership within the crew.
 - Have completed the Officers training course as provided by the Federation®.

1.2.1. ENLISTED RANKS

Recommendations for enlisted promotions may be submitted by any Command or Bridge Officer. Crew members shall be encouraged to become Federation® members and seek officer promotions. Enlisted Ranks and requirements are as follow:

- Crewman 3rd Class (C3)
 - All new members start with this rank
- Crewman 2nd Class (C2)
 - Promotion granted upon completion of 1 month of active membership at C3
- Crewman 1st Class (C1)
 - Promotion granted upon completion of 3 months of active membership at C2
- Petty Officer 3rd Class (PO3)
 - Promotion granted upon completion of 6 months of active membership at C1
- Petty Officer 2nd Class (PO2)
 - Promotion granted upon completion of 6 months of active membership at PO3.
- Petty Officer 1st Class (PO1)
 - Promotion granted upon completion of 6 months of active membership at PO2.
- Chief Petty Officer (CPO)
 - Promotion granted upon completion of 6 months of active membership at PO1.
- Senior Chief Petty Officer (SCPO)
 - Promotion granted upon completion of 6 months of active membership at CPO.
- Master Chief Petty Officer (MCPO)
 - Promotion granted upon completion of 6 months of active membership at SCPO.

1.2.2. OFFICER RANKS

- Ensign (ENS O-1)
 - All new Officers start at this rank
- Lieutenant, Junior Grade (LTJG O-2)
 - Promotion eligible upon completion of 6 months of active membership at O-1.
- Lieutenant (LT O-3)
 - Promotion eligible upon completion of 1 year of active membership at O-2.
- Lieutenant Commander (LCDR O-4)
 - Promotion eligible upon completion of 2 years of active membership at O-3.
- Commander (CDR O-5)
 - Promotion eligible upon completion of 2 years of active membership at O-4.
- Captain (CPT O-6)
 - Promotion eligible upon completion of 3 years of active membership at O-5.
 - Subject to review and acceptance by the Federation®.

1.3. CHANGE OF COMMAND

- In the event that a current Command Staff or Bridge Crew officer wishes to relinquish command or is no longer able to fulfill the duties of their role, and there is more than one qualifying candidate that desires to accept said position, the current Commanding officer shall, without prejudice, aid said members in filling that desire.
- The current Commanding Officer shall:
 - Call for a meeting of the entire crew at the next available date.
 - Require the crew members to provide documentation they have met the required criteria as set forth in section 1.2
 - Call for a vote by sealed ballot of all members of the ship.
 - Certify the vote which shall be counted by the Command Staff. If the member in question is on the Command Staff, then the next senior officer in his or her department shall perform the count.

1.4. COMMAND STAFF

- The Command Staff shall consist of the Commanding Officer, Executive Officer, Chief Operations Officer, Chief Engineering Officer, Chief Medical Officer, and Chief Science Officer.
- The Command Staff shall deal with business which requires the immediate action of the ship which includes all matters which address the active status of the USS NATHAN HALE.

1.4.1. COMMANDING OFFICER (CO - aka Captain)

Shall function as the president of the group having the responsibility of providing a leadership role and shall be required to:

- Maintain an active membership on the ship and in the Federation®.
- Have completed the required courses of study provided by the Federation® for the purpose of authorizing promotion to that rank (Commanding Officer course, Officer Candidate course, and Staff Officer course)
- Hold the minimum rank of Commander in the Federation®
- Maintain that position until the Commanding Officer calls for a vote for replacement. The procedure to be as set forth in [Change of Command \(section 1.3\)](#).
- Be ready and willing to accept all responsibilities of command including the filing and maintaining of all reports, the assignments of ship's crew, and providing leadership to the members of the ship.
- Be able to coordinate the actions of the crew, schedule and organize the meetings of the ship, designate locations, and preside over the meetings within the precepts of good order.
 - To foster a feeling of comradeship within the crew of the ship.
 - Shall lead by example and is expected to act as a liaison between the Federation®, other ships, and the crew of the USS NATHAN HALE.
- To take action to provide the smooth working of the crew and provide a means of solving internal problems whether between ship members or between members and the Federation®.
- Submit in a timely manner all Federation® reports.
- The commanding officer shall continue in that position as long as there is no desire by another person within the crew to take that position, and the Captain performs the required duties as specified within the bylaws of the Federation®.

1.4.2. EXECUTIVE OFFICER (XO - aka First Officer)

- Maintain an active membership on the ship and in the Federation®.
- Have completed the required courses of study provided by the Federation® for the purpose of authorizing promotion to that rank (Commanding Officer course, Officer Candidate course, and Staff Officer course)
- Hold the minimum rank of Lieutenant Commander in the Federation® and no more than two ranks below the Commanding Officer
- Maintain that position until the Commanding Officer calls for a vote for replacement. The procedure to be as set forth in [Change of Command \(section 1.3\)](#).
- Function as the second in command and Vice President of the ship.
 - Provide a leadership role when and if the CO is unable to do so.
- Maintain a hard copy log of ship's meetings and functions.
- Sit as a member of the Charity Committee.
- Assist in dispersal of safety and security information to all members of the crew.
- The Executive Officer reports to the Commanding Officer.

1.4.3. CHIEF OPERATIONS OFFICER (COO)

- Maintain an active membership on the ship and in the Federation®.
- Have completed the required courses of study provided by the Federation® for the purpose of authorizing promotion to that rank (Commanding Officer course, Officer Candidate course, and Staff Officer course)
- Hold the minimum rank of Lieutenant in the Federation® and no more than one rank below the Executive Officer
- Maintain that position until the Commanding Officer calls for a vote for replacement. The procedure to be as set forth in [Change of Command \(section 1.3\)](#).
- Function as the third in command and provide a leadership role when and if the CO and XO are unable to do so.
- Serve as the ship's Chief Financial Officer, having the responsibility of providing an accurate record of all funds.
- The Operation Officer reports to the Executive Officer.

1.4.4. CHIEF ENGINEERING OFFICER (CEO)

- Maintain an active membership on the ship and in the Federation®.
- Have completed the required courses of study provided by the Federation® for the purpose of authorizing promotion to that rank (Commanding Officer course, Officer Candidate course, and Staff Officer course)
- Hold the minimum rank of Lieutenant, Junior Grade in the Federation®
- Maintain that position until the Commanding Officer calls for a vote for replacement. The procedure to be as set forth in [Change of Command \(section 1.3\)](#).
- Function as the fourth in command.
- Provide assistance to the crew in matters of data, equipment, or systems whereas they involve the interaction with computers.
- Be prepared to make themselves available to the crew as a source of the updating and maintenance of said equipment.
- Provide convention information as needed for any ship's members interested in a specific convention.
- The Chief Engineering Officer reports to the Executive Officer.

1.4.5. CHIEF MEDICAL OFFICER (CMO)

- Maintain an active membership on the ship and in the Federation®.
- Have completed the required courses of study provided by the Federation® for the purpose of authorizing promotion to that rank (Commanding Officer course, Officer Candidate course, and Staff Officer course)
- Hold the minimum rank of Lieutenant, Junior Grade in the Federation®
- Maintain that position until the Commanding Officer calls for a vote for replacement. The procedure to be as set forth in [Change of Command \(section 1.3\)](#).
- Function as the fifth in command.
- Assist the crew as a source of medical information and shall provide assistance in the case of injury while at ship's functions.
- Maintain an up to date file of medical needs of the ship's crew and be able to put together a packets to be used during any ship's function as a reference in case of medical emergency.
- The Chief Medical Officer reports to the Executive Officer.

1.4.6. CHIEF SCIENCE OFFICER (CSO)

- Maintain an active membership on the ship and in the Federation®.
- Have completed the required courses of study provided by the Federation® for the purpose of authorizing promotion to that rank (Commanding Officer course, Officer Candidate course, and Staff Officer course)
- Hold the minimum rank of Lieutenant, Junior Grade in the Federation®
- Maintain that position until the Commanding Officer calls for a vote for replacement. The procedure to be as set forth in [Change of Command \(section 1.3\)](#).
- Function as the fifth in command.
- Sit as a member of the Command Staff.
- Assist in the coordination of activities for the ship including the acquiring of maps, directions, information on fees or tolls.
- Assist any crew member in the acquisition of science, science fiction, or associated material in video, audio, or print media. All such cases must be of a legal nature.
- The Chief Science Officer reports to the Executive Officer.

1.5. BRIDGE CREW

- The Bridge Crew shall consist of the Ship Counselor, Chief of Communications, Chief Tactical Officer, Astrogation Officer, Recruitment Officer, and Quartermaster.
- The Bridge Crew shall deal with the business of the ship as defined below to assist the Command Staff.

1.5.1. SHIP COUNSELOR

- Maintain an active membership on the ship and in the Federation®.
- Hold the minimum rank of Lieutenant, Junior Grade in the Federation®.
- Maintain that position until the Commanding Officer calls for a vote for replacement. The procedure to be as set forth in [Change of Command \(section 1.3\)](#).
- Sit as a member of the Charity Committee.
- Function as the activities coordinator of the ship and as liaison between the crew and the Command Staff.
- Assist any member of the crew in finding assistance for problems they feel unable to handle. This may include the referral of the crew member to sources outside of the Federation®.
 - This may include finding an appropriate officer to speak with or to bring information to the attention of the crew should the crewmember wish to remain anonymous.
 - Any information received from a crewmember that is presented to the Ship's Counselor shall be held in the strictest of confidence.
- The Ship's Counselor reports to the Chief Medical Officer.

1.5.2. CHIEF OF COMMUNICATIONS (CCO)

- Maintain an active membership on the ship and in the Federation®.
- Hold the minimum rank of Lieutenant, Junior Grade in the Federation®.
- Maintain that position until the Commanding Officer calls for a vote for replacement. The procedure to be as set forth in [Change of Command \(section 1.3\)](#).
- Shall function as the primary source of public relation and/or public affairs officer of the ship and is responsible.
- The Chief Communications Officer reports to the Chief Operations Officer

1.5.3. CHIEF TACTICAL OFFICER (CTO)

- Maintain an active membership on the ship and in the Federation®.
- Hold the minimum rank of Lieutenant, Junior Grade in the Federation®.
- Maintain that position until the Commanding Officer calls for a vote for replacement. The procedure to be as set forth in [Change of Command \(section 1.3\)](#).
- Responsible for managing the security risks for away mission personnel of the ship.
- The Chief Tactical Officer reports to the Chief Operations Officer.

1.5.4. ASTROGATION OFFICER

- Maintain an active membership on the ship and in the Federation®.
- Hold the minimum rank of Lieutenant, Junior Grade in the Federation®.
- Maintain that position until the Commanding Officer calls for a vote for replacement. The procedure to be as set forth in [Change of Command \(section 1.3\)](#).
- Responsible for managing the itinerary for away missions and identifying locations for assistance for personnel of the ship.
- The Helm Officer reports to the Chief Science Officer.

1.5.5. RECRUITMENT OFFICER

- Maintain an active membership on the ship and in the Federation®.
- Hold the minimum rank of Lieutenant, Junior Grade in the Federation®
- Maintain that position until the Commanding Officer calls for a vote for replacement. The procedure to be as set forth in [Change of Command \(section 1.3\)](#).
- Functions as liaison to the Command Staff in the matters of recruitment activity and membership drives.
- The Recruitment Officer reports to the Chief Engineering Officer.

1.5.6. QUARTERMASTER

- Must maintain an active membership on the ship and in the Federation®.
- Hold the minimum rank of Lieutenant, Junior Grade in the Federation®
- Maintain that position until the Commanding Officer calls for a vote for replacement. The procedure to be as set forth in [Change of Command \(section 1.3\)](#).
- Functions as Inventory Control for the ship and is a liaison to the Command Staff in the matters of acquiring material supplies, uniforms, and ship's stores.
- The Quartermaster reports to the Chief Operations Officer.

1.6. ADDITIONAL STAFF

1.6.1. CADET COMMANDER

- 1.6.1.1. Must maintain an active membership on the ship and in the Federation®.
- 1.6.1.2. Hold the minimum rank of Lieutenant, Junior Grade in the Federation®
- 1.6.1.3. Maintain that position until the Commanding Officer calls for a vote for replacement. The procedure to be as set forth in [Change of Command \(section 1.3\)](#).
- 1.6.1.4. Provides supervision and organization of cadets during meeting and away missions.
- 1.6.1.5. The Cadet Commander reports to the Ship's Counselor.

1.6.2. MORALE OFFICER

- 1.6.2.1. Maintain an active membership on the ship.
- 1.6.2.2. Maintain that position until the Commanding Officer calls for a vote for replacement. The procedure to be as set forth in [Change of Command \(section 1.3\)](#).
- 1.6.2.3. Shall function as the activities coordinator of the ship.
- 1.6.2.4. Sit as a member of the Charity Committee
- 1.6.2.5. The Morale Officer reports to the Chief Medical Officer.

2. COMMUNICATIONS

2.1. Newsletter

The newsletter of the USS NATHAN HALE shall be called *Hailing Frequencies*.

The newsletter shall be published monthly and distributed to all active and honorary member of the ship via MAILCHIMP.

The CO or XO may request an additional copy be sent on a regular schedule to a friend of the ship.

The CO shall function as the final review of all material included in the newsletter and shall designate a member to function as editor.

All members are to be encouraged to submit articles of at least 100 words whenever possible.

2.2. The USS NATHAN HALE website.

It is the responsibility of the Chief Engineering Officer and his/her staff to maintain the ship's website.

2.3. Electronic Communication

Shall be conducted through the Facebook group page, Google Plus Communities page, and the News section of the ship's website on a regular basis to maintain up-to-date interaction between members of the crew.

All crew members are expected to maintain a proper decorum during the use of all social media outlets.

3. FINANCIAL

- The USS NATHAN HALE shall be a not-for-profit organization and shall use any funds acquired for the payment of charges against the ship, or for specific charitable activities as designated by the Command Staff and approved by a vote of the crew of the ship.
- No members of the ship shall receive funds from the ship for personal gain.
- Any funds acquired through any means shall be held in cash by the Chief Operations Officer and/or placed in the ship's designated checking account at the first opportunity. Any accounts, funds, interest, or taxable income shall be set up in the name of the USS NATHAN HALE.
- All funds will be held pending payment as authorized by the Command Staff, or in the case of charity donations by the Charity Committee, and notification given to all members with any expenditures over \$50.00 in charity donations, or any ships expenditure requiring a majority vote at a general meeting.
- A monthly accounting report shall be included in the ships log.

3.1. CHARITY DONATIONS

- All donations, with the exception of those specified by the Charity Committee, shall be designated by a majority vote of the crew.
- When specific charity donations may be required, the Charity Committee may take recommendations from any crew member via the Charity Coordinator.
- Donations shall be made by written check on the account of the ship by the Chief Operations Officer. The returned check shall be kept with notation of the date of authorization.
- Any return acknowledgement shall be handed over to the Charity Coordinator for maintenance and review.

3.2. SPECIAL FUNDRAISING

- The ship may establish a special fund-raising program with the vote at two meetings of 75% or more of the members.
- Any special fund-raising project may have a specific designated recipient established by the crew and the percentage amount of no less than 50% and no more than 75% of the monies received shall be specified.
- The morale officer shall have oversight on all charity actions of the ship and shall turn over all funds to the ships Chief Operations Officer who shall be responsible for distribution of all funds acquired by any ships fundraiser.
- A report of incoming and remitted funds shall be reported by the Chief Operations Officer and shall be included in the Charity Coordinators monthly report.

4. MEMBERSHIP

Membership in the crew of the USS NATHAN HALE shall be open to all persons of good moral character with an interest in science fiction, science fiction fantasy, and/or service to the community and shall not be restricted due to race, sex, age, or physical ability. Any person wishing to join the USS NATHAN HALE shall be required to fill out the Federation® crew application and submit it to an active member of the crew. The crew member shall forward the application to the Commanding Officer for review.

4.1. BENEFITS AND RESTRICTIONS ON MEMBERSHIP

4.1.1. ACTIVE MEMBERS

- Shall be required to maintain an active ships membership and be encouraged to maintain the Federation® membership.
- Shall be provided with a copy of the newsletter when published.
- Shall be able to vote on any issue brought by any crew member at a general meeting.
- Shall be authorized to seek promotion within the crew
- Shall be issued an identification card of membership in the Federation®, and other ships material as may be designated by the commanding officer.

4.1.2. CADETS

- 4.1.2.1. Children of active members not yet old enough to have a membership of their own.
- 4.1.2.2. Have their own rank structure similar to Active Member Enlisted ranks.
- 4.1.2.3. Shall not be allowed to vote on any issue brought before the crew unless specifically asked by the Command Staff.
- 4.1.2.4. Shall be required to have a permission slip on file for events and/or activities that their respective parents are not present.

4.1.3. CIVILIAN MEMBERS

- Shall not be allowed to hold a rank in the crew of the ship.
- Shall not be allowed to vote on any issue brought before the crew.
- Shall not be included in any ships function without the authorization from the senior officer of the event.
- Shall be required fill out a liability waiver for events and/or activities.

4.1.4. AMBASSADOR

- The status of Ambassador may be granted to any person from another Federation® region who desires to have a close contact with the crew of the USS NATHAN HALE.
- Ambassadors shall be honorary members unless they choose to become active members.
- Ambassadors who maintain the honorary status shall not be able to vote on any ships motions.

4.2. TRANSFERS

4.2.1. TRANSFERS TO THE SHIP

- No member of an actively commissioned Federation® ship shall be accepted without a written letter of transfer approval from the Commanding Officer of the originating commissioned ship.
- Members of an inactive or decommissioned Federation® ship may join the crew upon written request and filing of a ship application.
- An active Federation® member may retain their listed rank after transfer, providing they meet the ships requirements for rank and approval of the Command Staff.
- Non-Federation® members shall be assigned as civilians pending renewal of a membership upon which they may request the return of their rank once membership to the Federation® is confirmed, providing they meet the ships requirements for rank and approval of the Command Staff.

4.2.2. REQUESTING A TRANSFER FROM THE SHIP

Should an active ships member request a transfer to another Federation® ship

- They shall send a written request to the Commanding Officer of his current ship. The Commanding Officer shall present that request to the Command Staff for a positive or negative recommendation.
- The Command Staff shall grant the transfer under one or more of the following specifications.
 - The member has relocated permanently or for a period of more than one year outside a 50 mile radius from the ships assigned city.
 - Has moved to another Federation® region.
 - Has sought the starting of their own ship by use of the shuttle craft program.
 - Has provided appropriate paperwork to all necessary command officers and is granted approval without resistance (i.e. command officers have contacted the ship which the transferee wishes to move to and gotten approval from the Command Staff) for requested transfer

4.3. MEETINGS

4.3.1. TYPES OF MEETINGS

4.3.1.1. COMMAND STAFF MEETINGS

- Shall be held when called by the Commanding Officer
- The Commanding Officer may conduct the meeting in person, or via electronic methods as below when practical:
 - ELECTRONIC MAIL
 - FACEBOOK MESSENGER
 - GOOGLE HANGOUTS
 - GOOGLE ALLO
 - SKYPE
 - DISCORD
- Command Staff members may each cast one vote at the meeting with a majority needed for passing of the action. All votes at a shall be recorded and maintained as part of the record available to any active member.
- Actions may address approvals of recruitment, approvals of promotion or award, or financial action.
- Items for vote may be rejected by the Commanding Officer and presented to the general membership at the next meeting.

4.3.1.2. MONTHLY CREW MEETINGS

- A meeting of the general membership shall be held at a location to be set by the commanding officer and recommended by the executive officer. The meeting shall be held in an informal manner but guided by the rules of proper order and decorum
- The executive officer (in the commanding officers absence), shall assume the position of chairperson of the meeting. The Chief Operations Officer shall assume the position of chairperson in the absence of the senior officers and so fourth down the line of command.

4.3.1.3. GENERAL MEMBERSHIP MEETING (MONTHLY MEETUPS)

- General membership meetings shall be called on the second Saturday of each month
- The starting time of the meeting shall be no later than 1400 hours (2pm) with the ending time of the meeting no later than 1800 hours (6pm).
- Notice of the monthly meetup shall be given to all members in good standing, by e mail or social media no later than the 5th day of the month of that meeting and by publication in the newsletter.
- A location for monthly meetup shall be established by the Command Staff and the location shall be included in the meeting notices.
- Whenever financially possible for active members, monthly meet-ups shall be located at a location other than a crew members residence.
- In case of change, the final location must be verified one week prior to the scheduled meeting date.
- When a monthly meet-up is called for, a written notice of that meeting shall be sent to all active members. This notice shall be sent by the commanding officer 14 days prior to the date of the meeting. That notice shall include
 - The location of the meeting.
 - The time and date of the meeting.
 - The subjects to be addressed at the meeting.
 - This notice shall inform the crew of all ships movements.
- A quorum for a monthly meet-up live meeting shall be a minimum number of 5 active members.

4.3.1.4. CHARITY COMMITTEE

- Shall consist of at least 3 members: The Executive Officer, Ship's Counselor, and the Quartermaster.
- May receive charity donation recommendations from any active member.
- Shall have the authority to make donations in the name of the USS NATHAN HALE - to a limit of \$50.00. For donations greater than \$50.00, a vote on the motion shall be taken as per standing voting policy.
- All donations under the \$50.00 limit will be reported to the crew members in the next edition of the newsletter and also by notice at the next meeting.

4.3.2. MOTIONS

Motions may be brought to the floor in 2 manners

- From a member at the meeting
- From a member 3 day in advance of the meeting by use of electronic communications if the member is unable to attend meeting.

4.3.3. VOTING:

- All voting on will be conducted electronically on the USS NATHAN HALE website, Facebook, and Google Plus communities for crew members only.
- Voting will remain open for a 72-hour period.
- A minimum of 9 members must vote in order for the vote to be counted (at least once on any of the social media forums).
- Should less than 9 members respond the vote shall be posted as failed.
- If less than a majority vote of yes is received the motion will be posted as failed.
- Members who fail to respond to the vote within the assigned period of time shall be listed as abstaining
- The results of the vote shall not be released until all votes are counted after the 72-hour period. A longer period of time may be designated by the Commanding Officer in the event of a holiday falling within the voting period.

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5. CHANGES TO THE BYLAWS

No additions or changes to the bylaws of the USS NATHAN HALE shall be made until all specifications listed in this section are met.

- A written request for the addition or change must be filed with the Commanding Officer.
- The Commanding Officer shall present that change or addition to the Command Staff.
- During that meeting the Command Staff shall
 - Consider the addition or change.
 - Not recommend any change or addition which would cause the USS NATHAN HALE to violate any precept, bylaw, or directive of the Federation® command or places the USS NATHAN HALE in line for legal action or decommissioning.
 - Be allowed to make modifications to any requested change or addition which may in whole or part, discriminate against any person
 - A minimum three quarters vote of the Command Staff is required for the submitted addition or change to the bylaws to be approved.
 - If approved, the bylaws are to be updated and the Commanding Officer shall see that the updated bylaws are copied and sent to all active members as well as responsible parties with the Federation®

6. SHIPS PATCH/ SEAL /BANNER/LOGO:

6.1. SHIPS PATCH/SEAL/LOGO



The ships patch shall include a partial Three-Dimensional (3D) rendition of an Theurgy Class Starship in black, white, gray and blue. The border will include "The Federation®" and "U.S.S. NATHAN HALE" as well as hinting at additional science fiction interests. The patch shall be 3 inches in diameter

7. SHIPS LOG

The Communications Officer shall function as recording secretary of the ship and maintain a ships log of all official meetings.

A summary of the meetings shall be submitted to the captain for approval prior to entry into the logs.

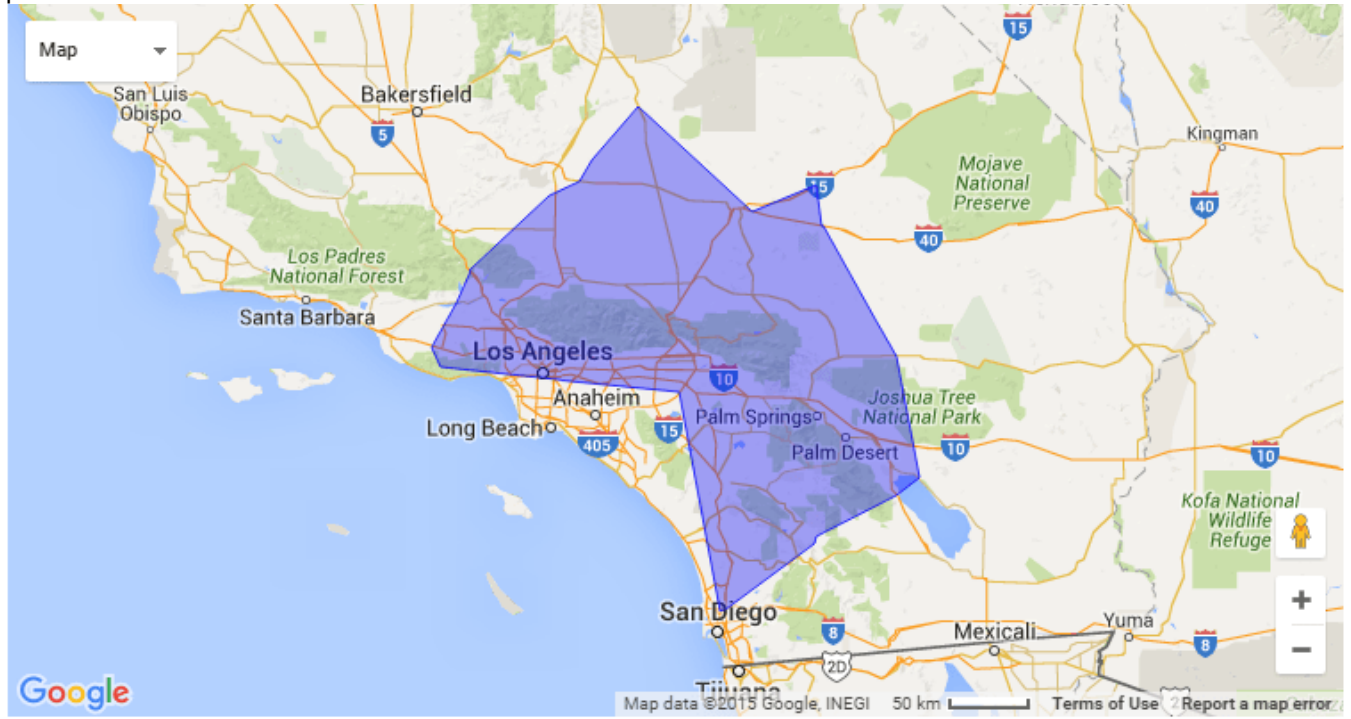
A monthly financial statement shall be included in the log.

All official USS NATHAN HALE documents (medical records, liability waivers, etc....) shall be included in the log.

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Ship Membership Range

The below imaged range is the preferred driving radius for membership of the USS NATHAN HALE and all potential crew. This is not to be misconstrued as a limitation however.



Organizational Chart (Visual reference for who reports to who)

