



Old Glory Service Dogs 4 Veterans, Inc.

By Laws

Article I: Name

Section-1 The name of the Incorporation is ***Old Glory Service Dogs 4 Veterans Inc.***, herein referred to as ***Old Glory Service Dogs*** or ***Organization***. This name and logo is copyrighted and shall not be used without approval of the *President* and/or *Board*.

Article II: Mission, Vision, Values Statement

Section-1 Mission- To bring Military Veterans, Law Enforcement, EMS and Firefighters together in a comfortable service dog training environment focusing on physical and mental health.

Section-2 Vision- To create a service-oriented organization where we work with local rescues and humane societies to give, train, encourage and bring service dogs and veterans together in a symbiotic environment.

Section-3 Values-

- Self identification
- Community
- Personal growth
- Trust
- Responsibility
- Goal attainment.

Article III: Membership

- Section-1* All future members are required to provide an application which is available online or at Old Glory Service Dogs 4 Veterans, Inc. (101 Hibiscus Ave, Suite 899, Bunnell Florida, 32110).
- Section-2* All applications will be reviewed to verify authenticity. Applicants must provide supporting documentation, and ensure all required fields are accurately completed. Applications will either be approved or rejected, with applicants being notified of the decision by the Director of Membership and/or the *organization's* President in writing.
- Section-3* Approved applicants sign a membership agreement. They are required to effectively communicate their specific needs.
- Section-4* All future service dogs and handlers will be evaluated periodically by the *organization's* dog trainers using the specific criteria of American Kennel Club (AKC). Any dogs that show aggression or dog handlers failing to comply with the agreement may be removed from the program by the Head Trainer and/or President of the *Organization*.

Article IV: Executive Board & Directors

- Section-1* The *Organization* is governed by the Board.
- Section-2* The Board is comprised of the following offices:
- 1. Executive Board**
 - 1.1. President
 - 1.2. Vice President
 - 1.3. Secretary
 - 1.4. Treasurer
 - 2. Board of Directors**
 - 2.1. Director of Membership
 - 2.2. Director of Fundraising
 - 2.3. Director of Policy and Procedures
 - 2.4. Director of Public Relations
 - 2.5. Director of Mental Health

3. Board Members

- 3.1. Non-Specific title
- 3.2. Ensuring the total number of board members is odd to avoid tie votes during decision-making
- 3.3. Total should not exceed 13 including executive board and board of directors.

Section-3

- 3.1- Board members are nominated at the Annual Membership meeting held on the second Wednesday of January. Each member present will nominate whom they believe best fits the organization needs. All nominees must be present to accept.
- 3.2- Board members will meet on the Saturday following the annual board meeting to vote for who they believe is best fit to join. These Votes will be casted anonymously and be counted by the vice president and president.
- 3.3- A board member can serve an unlimited amount as approved by membership and board members.
- 3.4- Within 30 days of a vacancy occurring a special membership meeting will be scheduled in order for members to nominate a replacement for each board opening. Board members will vote on the following Saturday.

Section-4

4. 1- A member of the Board may be removed from their position by a two-thirds vote of the Board. The member must receive a notice at least five (5) days prior to the vote. The reasons for removal must be presented during the voting meeting with an opportunity provided for the member to present their defense or explanation. Removal may be considered necessary under any of the following circumstances:

- I. Has neglected the duties set forth herein.
- II. Did not comply with the standing rules or policies.
- III. Required to attend 1 event (meeting, training, and/or fundraiser) per month.

IV. The Board is authorized to make any changes that would benefit the organization.

4.2- The President and Founder shall hold the position of President for the lifetime of the *organization* or until they submit a written resignation to the Board. The President may only be removed from the position for violations as outlined in Article IV, Section 4.1.

4.3 - During scheduled or emergency meetings, board members have the option to attend either in person or via video call.

Article V: Duties of Executive Board and Board of Directors

Section-1 The President's duties are setting policies and strategic direction for the *Organization*. The President's responsibility is to ensure the *Organization* follows its mission, policies and procedures. The President regularly asks the Board of Directors for verbal updates and/or formal reports so he/she knows where the *Organization* stands at all times.

The President will preside at meetings and events, facilitating the activities in order for the *Organization's* objectives to be met.

Section-2 The Vice-President's duties are to assume all the duties of the President in his/her absence, and assume other duties as required.

Section-3 The Secretary's duties are to keep an accurate record of all meeting minutes. Ensures meeting minutes are distributed to the Executive Board and Directors in a timely manner.

Section-4 The Treasurer's duties are to oversee all financial needs of the organization

Section-5 The Membership Director's duties include evaluating all applications and deciding whether to approve or decline applicants.

Section-6 The Event and Fundraising Director is responsible for developing and implementing strategies to secure funding, building strong donor relationships, organizing fundraising events, writing grant proposals,

managing budgets, and ensuring campaigns align with the organization's goals.

- Section-7 Policy and Procedure Director is responsible for developing, implementing, and maintaining the organization's policies and procedures.
- Section-8 Member Liaison Director serves as the primary point of contact between the organization and its members.
- Section-9 Public Relations Director manages the organization's image and reputation. They develop communication strategies, and promote the organization's mission to the public.
- Section-10 Mental Health Director oversees mental health programs and services.
- Section-11 Board Members contribute to the governance and oversight of the organization. .

Article VI: Meetings

- Section-1* The organization shall hold their Annual Membership Meeting the second Wednesday of January. The Board Member Meeting shall be held on the Saturday after the Annual Membership Meeting.
- Section-2* The Board shall set a minimum of six (6) regular meetings, starting January and every other month after the annual January membership meeting, within one (1) fiscal year. The agenda will include the year's activities, receiving Director reports, financial report, annual budget and conducting any other relevant business.
- Section-3* The Board will conduct its meetings in an efficient, orderly manner so as to expedite the business of the agenda. In the event of a challenge to the conducting of a meeting, the President shall have the authority to rule.
- Section-4* The quorum for calling a Board meeting to order and for the transaction of business shall be two thirds of the Board. Dates and times will be determined by the Board. No vote shall carry unless they receive the vote of a majority of the members present.

Before any scheduled meetings, the President shall post the next meeting's agenda no later than one (1) week prior to the meeting. After each meeting, the Secretary will be responsible for providing each Board Member the meeting's minutes no later than Thirty (30) days for revision or clarification. When prior meeting's minutes are voted and approved by the Board, the Secretary will provide a record of each approved set of minutes.

Section-5 Special or Emergency meetings may be called by the President or by two thirds of the members of the Board.

Article VII: Finances

Section-1 The Vice President and Treasurer develop the budget. The President reviews the budget and presents it to the Board for approval. The annual budget will be voted on at the first Board Meeting of the Fiscal Year, in January.

Vice-President and Treasurer have the responsibility to deposit funds, purchase supplies and pay invoices or expenses to the financial institution approved by the Board.

Section-2 The President, The Vice President, and Treasurer have the authority for all purchasing needs up to \$300 (three hundred dollars) on non-budgeted items without the approval of the board.

Section-3 The Treasurer, working with the Vice President, will have the responsibility for contracting an Accountant Firm for an annual financial audit annually.

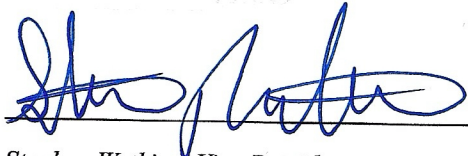
All approved tax forms and audit reports will be available for members and benefactors via the *Organization's* website.

Article X: Amendment of Bylaws

Section 1 The Board will review the Bylaws annually and make changes when necessary.

***Old Glory Service Dogs 4 Veterans, Inc., was voted on (Date)
and signed by the Executive Board:***

Lauren Driscoll- President



Stephen Watkins- Vice-President

Date: _____

Date: 8/14/25

Karla Key- Treasurer

Date: _____

Gerard Driscoll- Secretary

Date: _____

***Old Glory Service Dogs 4 Veteran, Inc., was voted on (Date)
and signed by the Directors:***

Jason Purcell-Director of Membership

Date: _____

Carole Kirby- Director of Public Relations

Date: _____

Lynette Murphy- Director of Mental Health

Date: _____

Bruce Miller- Director of Member Liaison

Date: _____

Sanford Dixon- Director of Event and Fundraising

Date: _____

Robert Pearson- Director of Policy and Procedures

Date: _____

***Old Glory Service Dogs 4 Veteran, Inc., was voted on (Date)
and signed by Board Members:***

Board Member

Date: _____

Board Member

Date: _____