THE AMERICAN LEGION
DEPARTMENT OF WISCONSIN
DISTRICT 6

DAUGHERTY-HAMILTON POST 234 INC.

CONSTITUTION and BY-LAWS

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DEPARTMENT OF WISCONSIN DISTRICT 6

DAUGHERTY-HAMILTON POST 234 INC.
CONSTITUTION and BY-LAWS

CONSTITUTION

PREAMBLE

For God and Country, we associate ourselves together for the following purposes: TO UPHOLD AND DEFEND THE CONSTITUTION OF THE UNITED STATES OF AMERICA; to maintain law and order; to foster and perpetuate a one hundred percent Americanism; to preserve the memories and incidents of our associations in All Wars; to inculcate a sense of individual obligation to the community, state and nation; to combat the autocracy of both the classes and the masses; to make right the master of might; to promote peace and goodwill on earth; to safeguard and transmit to posterity the principles of justice, freedom and democracy; to consecrate and sanctify our comradeship by our devotion to mutual helpfulness.

MISSION STATEMENT

The Mission of Daugherty-Hamilton Post 234 is to provide services to Veterans, their families, and our communities.

ARTICLE I - NAME

Section 1. The name of this organization shall be Daugherty-Hamilton Post 234 Inc., The American Legion, Department of Wisconsin. Its location shall be in the city of Omro, Winnebago County, Wisconsin.

ARTICLE II - OBJECTS

Section 1. The objects and purposes of this Post shall be to promote the principles and policies as set forth in the foregoing preamble, Mission Statement, and the National and Department Constitution of The American Legion.

ARTICLE III - NATURE

Section 1. This Post shall be absolutely nonpolitical and shall not be used for the dissemination of partisan principles, nor for the promotion of the candidacy of any person seeking public office or preferment.
Section 2. There shall be no form of class in membership, except an active member or a life membership, as herein above provided. This Post will NOT issue honorary membership cards.
Section 3. Rank does NOT exist in The American Legion; no member shall be addressed by his/her military title in any meetings of this Post.

ARTICLE IV - MEMBERSHIP

Section 1. Eligibility to membership in this Post shall be as prescribed by the National Constitution of The American Legion, and all members in good standing shall have a vote in all general meetings and elections.

Section 2. Application for membership must be made upon the presentation of the applicant's Discharge which is in writing, and only must be HONORABLE.
Section 3. All applications for membership shall be acted upon at the next Post meeting following the making of such applications, be accepted, rejected, or referred for further investigation and consideration. If a majority of the members present and voting cast their vote against the accepting of said application, then such application shall be recorded as rejected. A rejection application shall not be considered until after the expiration of six (6) months from the date of said rejection.
Section 4. Any member of this Post may be expelled or suspended for cause by a two-thirds vote of the Executive Committee after charges are preferred under oath, in writing and a fair trial had upon the same.
Section 5. A member who has been expelled or suspended from the Post for any cause may be reinstated to membership by a two-third vote of the membership present in a Post meeting, and the payment of current dues for the year in which the reinstatement occurs.
Section 6. No person who has been expelled by a Post shall be admitted to membership in this Post, without the consent of the expelling Post, except that where such consent has been asked for and denied by such Post. They may then appeal to the State Executive Committee of the Department of the expelling Post for permission to apply for membership in this Post. They shall be ineligible for membership until such permission is given.

ARTICLE V - OFFICERS

Section 1. The administrative affairs of this Post of The American Legion shall except as may be otherwise provided by the By-Laws, and be under the supervision of the Executive Committee, which shall consist of elected and appointed officers, immediate Past Commander, and 3 elected members-at-large of this Post. The terms of office for members of the Executive Committee shall be:

a. one (1) year minimum for elected officers.
b. three (3) years for members-at-large, with one member-at-large being elected each year. The first election shall consist of the election of three (3) members-at-large serving one-, two-, and three-year terms, respectively.

This Post, by its By-Laws, may provide for such other standing committees as the business of the organization may require.

Section 2. The officers of the Post shall be Commander, a 1st Vice Commander, a 2nd. Vice Commander, a Chaplain, a Historian, a Finance Officer, a Sergeant at Arms, a Service Officer, an Adjutant, a Parliamentarian, the immediate Past Commander, and such other officers as may be deemed necessary by the organization; who shall be nominated from the floor at the meeting preceding the annual election.
Section 3. The Adjutant and Finance Officer may never serve simultaneously in the dual capacity of Commander/Adjutant or Commander/Finance Officer. The elected and appointed officers along with the immediate Past Commander, and three members-at-large shall constitute the Executive Committee. This body shall transact Post business between regular meetings and report in full at the next general meeting.
Section 4. Any elected or appointed officer may be removed for inefficiency by the Executive Committee. A two-thirds vote of said committee being necessary to affect such removal.

Section 5 Every member of this Post in good standing shall be eligible to hold office in this Post upon furnishing a copy of their DD-214, or equivalent, except as may be set forth in the By-Laws.
Section 6. The duties of the officers, both elected and appointed, shall be those appertaining to such office or committeeperson and as further provided by the By-Laws.

ARTICLE VI - FINANCE
Section 1. The revenue of this Post shall be derived from membership fees, from annual membership dues, and from such other sources as may be approved by the Post Executive Committee.
Section 2. The amount of such membership fees and the amount of such annual dues shall be fixed and determined by the Post.
Section 3. The Post shall pay to the Department Headquarters the National and Department dues. The Post shall pay district dues to the District Finance Officer.
Section 4. Requests for expenditures of Special Funds shall be referred to the proper Board or Committee charged with overseeing said funds for action prior to subsequent consideration by the Executive Committee.

ARTICLE VII - THE AMERICAN LEGION AUXILIARY
Section 1. This Post recognizes an auxiliary organization to be known as the Auxiliary Unit of Daugherty-Hamilton Post 234 Inc.
Section 2. The National Constitution of the American Legion Auxiliary shall prescribe membership in the Auxiliary Unit of Daugherty-Hamilton Post 234 Inc.

ARTICLE VIII-Sons of American Legion
Section 1. This Post recognizes an auxiliary organization to be known as the Squadron of the Sons of The American Legion (SAL) of Daugherty-Hamilton Post 234 Inc.
Section 2. The National Constitution of the Sons of The American Legion shall prescribe membership in the Squadron of the Sons of The American Legion (SAL) of Daugherty-Hamilton Post 234 Inc.

ARTICLE IX-The Honor/Color Guard
Section 1. This post recognizes an auxiliary organization to be known as the Honor/Color Guard of Daugherty-Hamilton Post 234 Inc.
Section 2. The Post Commander shall appoint the Honor/Color Guard Commander.
Section 3. The Honor/Color Guard Commander shall prescribe membership requirements, organization, and standing orders for the Honor/Color Guard of Daugherty-Hamilton Post 234 Inc.

ARTICLE X- AMENDMENTS
Section 1. This Constitution is adopted, subject to the provision of the National Constitution of The American Legion and of the Department Constitution of the Department of Wisconsin, The American Legion. Any amendment to said National Constitution or Department Constitution shall be regarded as automatically repealing or modifying the provisions of this Constitution to the extent of any conflict.

Section 2. This Constitution may be amended at any regular Post meeting by a vote of two-thirds of the members of said Post attending provided that:

a. The proposed amendment shall have been submitted in writing.
b. The written notice shall be given to all members at least ten (10) days in advance of the date when such amendment is to be voted upon.
c. The proposal is read at the next preceding regular meeting of said Post.

On this, the above and foregoing proposed and revised Constitution has been approved, confirmed, ratified, and adopted by Daugherty-Hamilton Post 234 Inc., The American Legion, Department of Wisconsin, as its Constitution. November 27, 2024

BY-LAWS

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ARTICLE I - NAME AND AUTHORITY

Section 1. The name of this organization shall be Daugherty-Hamilton Post 234Inc., The American Legion, Department of Wisconsin (hereinafter called "Post"), having received its charter from the National Organization of The American Legion, and being incorporated under, and subject to laws of the State of Wisconsin. Nothing in these By-Laws, Standing Rules, and Procedures may conflict with the National Constitution, By-Laws, or Department By-Laws.

ARTICLE II - RESOLUTIONS

Section 1. Resolutions passed by this Post shall not be publicized or have any action taken thereon until approval is given by the Department Executive Committee or by the Convention Delegates.

ARTICLE III - MANAGEMENT

Section 1. Eligibility for membership in this Post shall be as prescribed by the National Constitution of The American Legion.

Section 2. There shall be no form or class of membership except active membership, and dues shall be paid annually, or for life.

Section 3. Each applicant for Post membership shall present a fully executed official membership application or transfer form, a DD-214 or equivalent together with the current Post dues.

Section 4. A member may be suspended or expelled from The American Legion and this Post only upon proper showing of just cause, based on disloyalty, neglect of duty, dishonesty, or conduct unbecoming a member of The American Legion.

a. Charges shall be made in writing, signed by the Post member(s) preferring such charges, and handed to the Commander or Adjutant.

b. A copy of such charges shall be delivered to or sent certified mail to the member being charged, with a cover letter specifying the date of the meeting at which the trial will be conducted.
c. Notification that charges have been made against a Post member shall be forwarded immediately to the Department Adjutant to preclude that member transferring to another Post prior to settlement of those charges.
d. The membership shall be notified that a trial on charges will be conducted at the specified meeting, but the details of the charges shall not be advertised.
e. At that meeting, the trial will be presided over by the Post Commander or 1st Vice Commander if the Commander is the one being charged. The charges shall be read and both the member(s) preferring charges and the member being charged shall be given an opportunity to testify and to present witnesses.
f. After all parties have been heard and the memberships questions answered, the membership shall vote by secret ballot whether the member(s) so charged shall be suspended or expelled, a 2/3 vote being required for either action.
g. If the vote is affirmative, the member and the Department Adjutant shall be notified in writing immediately.
h. If the vote is not in the affirmative, the Post membership shall immediately determine by a two-thirds vote what, if any, action is to be taken against those preferring the charges.
i. When charges have been settled, either way, notification of that action shall be immediately forwarded to the Department Adjutant.
j. Any member who has been suspended or expelled by this Post has the right of appeal to the Department Executive Committee whose decision shall be final.

ARTICLE IV - OFFICERS

Section 1. Elected Officers. The Elected Officers of this Post shall be Commander, 1st. Vice Commander, 2nd Vice Commander, Chaplain, 2 Sergeant-at-Arms, Service Officer, Historian, Parliamentarian, and three (3) members-at-large. Elected officers will be elected for one-year terms except members–at-large that will hold 3-year terms.

Section 2. Appointed Officers.

a. The Commander will appoint the Adjutant, Finance Officer, and Honor/Color Guard Commander to one-year terms. The Executive Committee must confirm the appointment of Adjutant, Finance Officer, and Honor/Color Guard Commander.
b. The Commander may appoint assistant officers and committees as necessary to accomplish the work of the Post.

These elected officers, appointed officers, and the immediate Past Commander will make up the Executive Committee.

Section 3. Elections.

a. Elections shall be held at the regular Post meeting in June. Installation of elected and appointed officers will be at the July Post meeting. Newly elected/appointed officer or Executive Committee member-at-large may not assume the duties to which they were elected earlier than the first day following the closure of the annual Department Convention.
b. Not later than the regular meeting in May, the Commander shall appoint a Nominating Committee consisting of a Chairperson and two members, all of whom shall be Post members in good standing.

c. The Nominating Committee shall present its recommendations for each Post elective office, including Executive Committee Members-at-Large, at the regular Post meeting in June and each nominee shall have agreed to serve if elected. Nominations from the floor shall be opened at this meeting.
d. After all nominations have been made, elections will be conducted by secret ballot (with the exception that for any office for which there is only one nominee); elections shall be by acclamation. The Commander will declare elections. If there is more than one nominee, election will be by secret ballot. The nominee with the highest vote total will be declared the winner. In the case of ties, the election will be decided by a coin toss.
e. Prior to the deadline established by Department Headquarters, the Post Adjutant will forward to Department Headquarters, District, and County the required report of elected officer's names, addresses, and phone numbers, specifying the date of election and scheduled date of installation. The Adjutant shall certify the eligibility of each elected officer after inspecting each officer's evidence of qualifying service.

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ARTICLE V - VACANCY IN OFFICE

Section 1. Commander: In the event of a vacancy in the office of Post Commander, for any reason, the 1st Vice Commander shall assume the office, thus creating a vacancy in the office of the 1st Vice Commander.

Section 2. All other officers: In the event of a vacancy in any elected office, except as specified in Sections 1 above, including those of Executive Committee Member-at-Large, the vacancy shall be announced at the first meeting after the vacancy occurs and Post members notified of the vacancy and date of elections. Nominations for someone to fulfill the remainder of the term shall be made and elections held at the same meeting. If there is a temporary vacancy due to a necessary absence or illness, the Commander may appoint an Officer Pro-Tern to fill in until the elected officer is able to return. The Commander may also appoint alternate or assistant officers, as necessary.

Section 3. Resignation: A resignation of any officer shall be submitted in writing to the Commander, Adjutant, or orally at a regular Executive Committee or Post meeting. Such resignation shall be considered effective. Thus, creating a vacancy, on the date specified in the resignation, or if not specified, on the date received.

Section 4. Removal from Office: The Post shall have the power to remove any Post Officer or Executive Committee Member-at-Large in accordance with the provisions of this section.

a. Failure to present evidence, such as DD 214, of qualifying service to the Adjutant within 30 days prior to election shall create an automatic vacancy in that office.
b. Failure to attend three consecutive regular or properly called special meetings of the Post, or if applicable, the Executive Committee shall create an automatic vacancy in that office unless illness or other serious reasons precluded attendance. The officer should, however, notify the Commander or Adjutant in advance of his or her reason for absence. In that case, the officer will be excused, and no action will be taken to remove him/her from office. If there is no advance excuse, a two-thirds vote of the Post membership accepting the officers' excuse will preclude removal from office.
c. If action is to be taken to remove an officer from office, for any reason other than those found in a and b above, the same steps will be followed as outlined in Article III of these By-laws.

ARTICLE VI - DUES

Section 1. The annual dues for the coming recruitment year shall be determined by a majority vote of the membership attending the January meeting. This is necessary to ensure the information is available for the Post Data Report required by Department. If no action is taken by the Post, the dues remain as previously established and the minutes for that meeting establishes the action to set the dues.

a. The Post has the option to pay dues for members elected to life membership by the Post membership, for as long as those receiving this honor remain members of this Post.
b. Annual dues shall be payable on or before December 31.
c. All elected Post Officers will tender dues for the current membership year to the Post Finance Officer not later than 60 days after assuming office.
d. A member whose dues are not paid by January 1 is delinquent. A delinquent member whose dues remain unpaid on February 1 shall be suspended from all privileges of membership. A suspended member may be reinstated as a member in good standing by payment of current dues for the year in which reinstatement occurs.

ARTICLE VII - CHARTER MEMBERSHIP

Section 1. Any member whose 2010 dues were paid on, or prior to March 30, 2010, or who was a Paid Up For Life member, shall be considered a charter member of the Post.

ARTICLE VIII - FINANCES

Section 1. The fiscal year for the Post shall be July 1 through June 30.

Section 2. All expenditures of Post funds as presented in the Post budget shall be approved by the Post Membership at a regular business meeting with the following exceptions:

a. The Commander, Adjutant or Finance Officer may approve $200.00 per month, to be spent on administrative items, and day-to-day operating expenses of the Post.
b. The Executive Committee, at a regular or special meeting, may approve $200.00 per month to be spent on Post needs.
c. The Service Officer may spend up to $200.00 per case to help veterans, or family members in need, if there are sufficient funds in the Service Officer Account.
d. In the absence of the Primary Officers, duly appointed assistant officers may make the spending decisions.
e. Unbudgeted expenditures may be approved by majority vote at any regularly scheduled Post meeting.
f. In all cases, the Post receipts and expenditures will be reported at the next regular Post meeting.
g. The funds of this Post shall not be pledged to support any money raising member venture managed or controlled by a private promoter. Any officer or committee member violating this provision shall be removed from that office or committee.

ARTICLE IX - OFFICER AND EXECUTIVE COMMITTEE DUTIES

Section 1. Post Commander shall:

a. Be the Chief Executive Officer and, as such, shall oversee and supervise all programs and activities of the Post, including the duties and responsibilities of other Post Officers and Committees.

b. Preside at all meetings of the Post and Executive Committee, make all required appointments, serve as an ex-officio member of all committees except the Audit and Nominating committees, represent the Post at American Legion functions, as required, and at other public relations function within the community, and perform such other functions as normally required of such an office and as directed by the Post and the Executive Committee. Required functions include Fall and Spring 6th District Conferences, Department Convention. If the Commander is unable to attend a meeting, visitation, conference, or convention, he or she will appoint another officer to perform that function.
c. Have authority to co-sign contracts and agreements as approved by the Executive Committee and the Post membership.

Section 2. 1st Vice Commander Shall:

a. Perform the duties of the Post Commander in his or her absence or temporary inability to serve.
b. Represent the Commander as requested.
c. Perform such other assignments as requested by the Commander or Executive Committee.

Section 3. Post Adjutant shall:

a. Keep minutes of all Post and Executive Committee meetings, call the role of officers at each meeting and attach a list of those present and absent to the minutes. The Adjutant must also ensure that each set of minutes is written and distributed to the membership and approved.
b. Give notice of all meetings not announced in the Post Newsletter.
c. Maintain an accurate record of membership.
d. Upon receipt of dues, issue individual membership cards provided by National through Department. Maintain a record of the members who have paid the dues.
e. Provide the required Department and National dues record cards, complete and turn into Department the necessary forms that accompany the dues transmittal. This should be done, at a minimum, every 10 days or whenever at least ten members' dues have accumulated. Copies of transmittals to Department along with the names of members transmitted will be maintained.
f. Have authority to delegate the duties presented in items c through e above to the Membership Chairperson.
g. Provide Department and District with all required reports and certifications.
h. Ensure that a copy of the Post and Department By-Laws are on hand for each Post and Executive Committee meeting.
i. Perform such other duties as required in these By-Laws and as is customary for that office, including duties requested by the Post Commander.
j. Have authority to co-sign contracts and agreements as approved by the Executive Committee and the Post membership.

Section 4. Post Finance Officer shall:

a. Provide the Adjutant or Membership Chairperson with the necessary funds to submit membership cards to the Department when member's dues have been paid.
b. Prepare a budget for the coming year to be reviewed by the Executive Committee and presented for approval by the Post at the Regular May meeting. This budget is a guide and may be changed at the discretion of the Post membership.

c. Receive and disburse all Post funds as authorized by the Executive Committee, the Post budget as approved by the Post membership, the appropriate Post Officers as outlined in these By-Laws, or the Post membership at a regular Post meeting.
d. Prepare all checks and vouchers, maintaining a file of such vouchers. Checks and vouchers require the signature of the Finance Officer and one Executive Committee Member.
e. Render a monthly accounting of receipts and disbursements to the Post members at the regular membership meeting.
f. Make an annual report to the Post.
g. Ensure the proper Post insurance is obtained and its premiums are paid.
h. Prepare and file applicable reports to the Internal Revenue Service and other State and local entities.
i. Have the financial records of the Post ready for audit by the Audit Committee, and available for the information of Post members, at reasonable times upon request.
j. When the amount of funds managed reaches a point where the Post Executive Committee deems bonding to be necessary, the Finance Officer shall furnish such surety bonds in such sum as required by the Executive Committee. The Post will bear the costs of such bonds.
k. Have authority to use credit cards and online banking functions as limited by the Executive Committee.
l. Provide training to the incoming Finance Officer to allow a smooth transition of office.

Section 5. Post Chaplain shall:

a. Be responsible for the spiritual welfare of the Post members and attend all meetings of the Post and Executive Committee.
b. Offer non-sectarian divine services at Post meetings, patriotic occasions, dedication ceremonies, and funeral services for deceased members.
c. When possible, visit sick members at the hospital or at home, and send flowers and get-well cards to hospitalized members. Organize a Sunshine Committee to manage any of the above tasks. The Post will bear the cost of the flowers and cards.
d. Comfort bereaved families of deceased members.
e. Officiate, when requested, at funerals for deceased members. When officiating at a funeral a sectarian service may be used if specifically requested by the family of the deceased.
f. Officiate, as required, at installations, initiations and other ceremonies required by the Officer's Guide and Manual of Ceremonies published by the National Organization.

Section 6. The Post Parliamentarian shall

a. Be well versed in the interpretation of the Post Constitution and By-Laws plus "Parliamentary Rules of Debate."
b. Not provide legal advice unless they are a licensed attorney with the Wisconsin Bar Association
c. Perform such other duties as may be directed by the Post Commander.

Section 7. The Post Historian shall maintain a record of Post activities, including, but not limited to newspaper articles, pictures, and a written narrative of the Post's history year.

Section 8. Post Service Officer shall:

a. Direct members and other veterans who may request help in the preparation of claims with the Veterans Administration or other government departments to the appropriate offices.
b. Assist with matters relating to the welfare of members of the Post.
c. Maintain close liaison with the Department Service Officer.
d. Coordinate Post activities related to Veteran's hospitals and homes in the vicinity of the Post.

Section 9. Sergeant-at-Arms shall:

a. Greet members and guests upon their arrival at Post meetings.
b. Provide names of guests and new, or prospective, members to the Commander prior to the start of the Post meeting.
c. Preserve order at meetings and shall perform such other duties as may be assigned from time to time by the Post Commander or Post Executive Committee.
d. Post colors at all Post meetings and events.

Section 10. Executive Committee shall:

a. Act as the general advisory board to the Commander, shall approve the accounts of the Finance Officer, shall act in emergency when the Post is not in session, except that such action shall be ratified at the next Post meeting; and shall perform those duties specified in these By-Laws and as are usually governed by such body.
b. Create an Audit Committee from the Executive Committee, excluding the current and immediate Past Commander and the Finance Officer. The committee will be appointed by the Commander and shall meet between the close of the Department Convention and before the Post meeting in September. The committee will provide an audit of the accounts of the Finance Officer and will report its findings to the Post at its meeting in September. At the request of the Audit Committee the financial records may be audited by an independent audit business.
c. Meet at least monthly except September and December, and in special sessions when called by the Commander. Due notification of the meeting date, time and place will be given to each member of the committee by the Adjutant or Commander. Special sessions may be conducted online or via email if at least 50% of the Executive Committee is contacted.

Section 11. Honor/Color Guard Commander shall:

a. Take charge of the Post Color Guard, firing squad, burial detail, and other requested events. Events will include but not limited to local parades, Memorial Day services, Veterans Day services and Flag retirement ceremonies.
b. Ensure all Honor Guard members are certified by the State of Wisconsin Military Funeral Honors Program.
c. Provide training sessions to ensure Guard proficiency including rifle volleys, taps, and flag folding.
d. Enforce dress code and participation requirements as set by vote of the entire Honor/Color Guard. The entire Guard will decide uniform purchase requirements.
e. Prepare any Guard budget requests to present to the Finance Officer.

ARTICLE X - DELEGATES

Section 1. District Fall and Spring Conferences, and district meetings: The Post is entitled to one or more delegates as specified by the District Adjutant at each conference or meeting. The Post Commander is a delegate to these meetings without certification.

Other delegates will be appointed by the Commander and must be certified to the District Adjutant. If the Commander is unable to attend, the Commander may appoint an alternate delegate. That individual must be certified to the District Commander. The Post will pay registration and meal expenses for all district certified delegates and alternates.
Section 2. Department Annual Convention: Since the Post is entitled to at least one delegate and one alternate, and may be entitled to more, as specified in the Department BY-LAWS, the nomination and election of such delegates shall be held at the same time as the annual election of Post Officers. The outgoing Post Commander should be given preference as the Primary Delegate. The Post will pay registration, meal expenses, hotel, and mileage for all Department certified delegates and one alternate. Expenses will be paid are rates set by the Executive Committee.

ARTICLE XI - COMMITTEES

Section 1. Standing Committees: The Post shall have those committees necessary to accomplish the aims and purposes of the Post and The American Legion. These committees could include, but are not limited to: Americanism, Child Welfare, Membership, Finance and Audit, Publicity and Public Relations, Athletics and Sons of The American Legion. The Commander shall appoint a chairperson and as many members as necessary for each committee.
Section 2. Special Committees: The Commander shall appoint a chairperson and necessary members to any special committee deemed needed for the conduct of Post business.

ARTICLE XII - MEETINGS

Section 1. Post membership meetings shall be held each month at a date, time, and location as advertised in the Post newsletter. The location, date and time may be changed by specific action of the Post membership at a regular meeting provided all members in good standing are notified in advance of the planned action to consider the change.
Section 2. Executive committee meetings shall usually be held each month before the normal Post meeting at a date, time, and location as advertised in the Post Newsletter.
Section 3. Meeting protocol: The National Officer's Guide, Manual of Ceremonies, and Robert's Rules of Order will govern all meetings.
Section 4. Special meetings: Special meetings may be called at any time by the Post Commander, a majority of the Post Executive Committee, or upon written demand of any ten members in good standing of the Post. As much advance notice of the special meeting shall be given as the urgency of the particular situation allows.
Section 5. Quorum: At all regular and special Post meetings, as well as Executive Committee meetings, if proper notification of the meeting has been given, a quorum shall consist of the members present.

ARTICLE XIII - REQUIREMENT TO NOTIFY

Section 1. The monthly newsletter shall be considered the primary method of notifying members for any purpose including those items in these By-Laws requiring a need for notification. Other methods of notification, including use of telephone or electronic media may be used as necessary.

ARTICLE XIV - USE OF LEGION NAME AND INSIGNIA

Section 1. The Post will, at all times, comply with the National Constitution and mandates of the National Convention and National Executive Committee regarding the use of The American Legion name and insignia as copyrighted and/or patented under the laws of the United States.

ARTICLE XV - AUXILIARY

Section 1. The American Legion Auxiliary is authorized and shall be organized and operated in compliance with the National and Department Constitutions of both The American Legion and The American Legion Auxiliary. The Post shall encourage and cooperate with the Unit in all its authorized activities.

ARTICLE XVI- AMENDMENTS / REVISIONS

Section 1. These By-Laws may be amended or revised at a regular meeting of the Post by a two-thirds vote of those members in attendance providing the following have been accomplished prior to the vote:

a. The members shall be notified at least one month in advance of the meeting at which the vote will be taken.
b. A copy of the proposed changes will be made available at the meeting prior to the meeting date of the vote and on the day of the vote. The changes shall be read at both of these meetings.

CERTIFICATION OF BY-LAWS APPROVAL

These By-Laws are certified to be a true copy of those approved by the Post membership at the regular meeting held on: 11/27/2024

CERTIFIED:

_____

Post Adjutant

_____

Post Commander