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CONCSTITUTION AND BYLAWS OF

THOMAS P. JOHNSTON AMERICAN LEGION AUXILIARY

DEPARTMENT OF FLORIDA

4250 NE 5TH AVE, FORT LAUDERDALE, FLORIDA 33334

4/10/2012

PREAMBLE

FOR GOD AND COUNTRY, WE ASSOCIATE OURSELVES TOGETHER FOR THE FOLLOWINGPURPOSES:

TO UP HOLD 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 DURING THE GREAT WARS; TO INCULCATE A SENSEOF INDIVDUAL 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 PRINCIPLE OF JUSTICE, FREEDOM AND DEMOCRACY; TO PARTICIPATE IN AND CONTRIBUTE TO THE ACCOMPLISHMENT OF THE AIMS AND PURPOSES OF THE AMERICAN LEGION; TO CONSECRATE AND SANCTIFY OUR ASSOCIATION BY OUR DEVOTION TO MUTUAL HELPFULNESS.

CONSTITUTION

ARTICLE I-NAME

THE NAME OF THIS ORGANIZATION SHALL BE AMERICAN LEGION AUXILIARY, THOMAS P. JOHNSTON UNIT NO.222, DEPARTMENT OF FLORIDA

ARTICLE II- NATURE

SECTION 1. THE AMERICAN LEGION AUXILIARY IS A CIVILIAN ORGAN IZATION OF WOMEN

ARTICLE III – OBJECT

Section 1. The object of the American Legion Auxiliary, Thomas P. Johnston Unit # 222 Department of FLORIDA shall be as stated in the Preamble of the Constitution.

ARTICLE IV – ELIGIBILITY

Section 1. Membership in the American Legion Auxiliary shall be limited to the mothers, wives, daughters, sisters, granddaughters, great-granddaughters and grandmothers of members of The American Legion and to the mothers, wives, daughters, sisters, granddaughters, great-granddaughters and grandmothers of all men and women who were in the Armed Forces of the United States during any of the following periods: April 6, 1917 to November 11, 1918; December 7, 1941 to December 31,1946; June 25, 1950 to January 31,1955; February 28, 1961 to May 7, 1975; August 24, 1982 to July 31, 1984; December 20, 1989 to January 31,1990; August 2, 1990 to the date of cessation of hostilities as determined by the Government of the United States, all dates inclusive, or who, being citizens of the United States at the time of their entry therein, served on active duty in the armed forces of any of the governments associated with the United States during any of the said periods and died in the line of duty or after honorable discharge; and to those women who of their own right are eligible for membership in The American Legion.

Section 2. There shall be two classes of membership, Senior and Junior.

(a) Senior membership shall be composed of members over the age of eighteen years; provided, however, that a wife under the age of eighteen years, who is eligible under Section 1 of this article shall be classed as a Senior member.

(b) Junior membership shall consist of that group under the age of eighteen years, whose activities shall be supervised by the Senior membership. Upon reaching the age of eighteen years, Junior members shall automatically be admitted into Senior membership with full privileges.

(c) Dues of both classes shall be paid annually or for life.

ARTICLE V - UNIT OFFICERS

Section 1. The Unit shall elect annually a President, First Vice President, Second Vice President, Secretary, Treasurer, Chaplain, Historian and Sergeant-at-Arms, who shall serve until their successors are duly installed or as otherwise provided.
(Or a combination of some of these officers)

ARTICLE VI - EXECUTIVE COMMITTEE

Section 1. There shall be an Executive Committee, which shall consist of the elected officers and (3) THREE additional members-at-large elected by the Unit.
(Suggest that it be three additional members)

ARTICLE VII - FISCAL YEAR

Section 1. The fiscal year shall be the same as the Department.

ARTICLE VIII - AMENDMENTS

Section 1. This Constitution may be amended by a two-thirds vote of the members present at a regular Unit meeting, provided the proposed amendments shall have been read at the previous meeting.
Section 2. Amendments not having been read may be adopted by the unanimous vote of the members present.
Section 3. This Constitution shall automatically be amended to conform to the National and Department Constitution and Bylaws and Standing Rules of the American Legion Auxiliary.

BYLAWS

ARTICLE 1 - EXECUTIVE COMMITTEE

Section 1. Between meetings the government and management of this Unit shall be entrusted to the Executive Committee and all proceedings of said committee shall be presented to the Unit at the next meeting for approval.
Section 2. A vacancy existing in the Executive Committee from any cause other than the expiration of a term shall be filled by a majority vote of the entire committee. A person so elected shall hold office for the unexpired term of the member she succeeds.

Section 3. One-third of the members of the Executive Committee shall constitute a quorum.

Section 4. Special meetings may be called by order of the President or on written request of at least three members of the Executive Committee. Uniform notice of such special meeting shall be given to all members of the Executive Committee; and, except in extreme emergency, shall be given at least forty-eight hours in advance. At special meetings only business specified shall be transacted.

ARTICLE II – DUTIES OF OFFICERS

Section 1. Duties of the Unit President: It shall be the duty of the President to preside at all meetings of the Unit and the Unit Executive Committee; to enforce strict observance of the Constitution and Bylaws; to appoint members of the standing committees; to create such other committees and appoint members thereof as she deems advisable; to perform such other duties as custom and parliamentary usage require; and to appoint all officers not otherwise provided for.

Section 2. Duties of the Unit Vice President: The First and Second Vice President in the order named shall, when called upon, assist the President, and in her absence, perform her duties, and shall succeed her in office in case of death, resignation or removal from office.

Section 3. Duties of the Unit Secretary: It shall be the duty of the Secretary to record the proceedings and transactions of all meetings of the Unit; to act as custodian of all books, papers and records; to keep a record of names and addresses of the members, showing the source of their eligibility; to send out such notices as are directed by the President; to process the correspondence of the Unit; to keep on file in a comprehensive manner copies of all correspondence sent and received; and perform other duties as shall be required of her by the President.

Section 4. Duties of the Unit Treasurer: It shall be the duty of the Unit Treasurer to receive all money belonging to the Unit and to account for them. She shall maintain two separate funds, namely a General and a Poppy Fund. All poppy donations shall be placed in the Poppy Fund and be used to assist the veteran and his/her children. She shall keep an accounting of her receipts and expenditures, making a monthly report thereon, and

Such other reports as may be deemed necessary by the Unit Executive Committee. Her accounts shall be audited annually. She shall pay all current bills before transferrin all funds, books and papers belonging to the Unit successor.

Section 5. Duties of the Unit Chaplain: It shall be the duty of the Unit Chaplain to offer prayer at the opening and closing of each meeting, and to perform such other duties as the President may direct.

Section6. Duties of the Unit Historian: It shall be the duty of the Unit Historian to compile historical records of the Unit and make a report to Department.

Section 7. Duties of the Unit Sergeant-at Arms: It shall be the duty of the Sergeant –at Arms to preserve order at the meetings of the Unit and to perform such other duties as requested by the President.

Section 8. Where deemed necessary, a Recording Secretary and a Corresponding Secretary may be elected to carry on the duties normally performed by the Secretary.

Section9. The office of the Secretary may be combined with that of the Treasurer and called "Secretary-Treasurer"

ARTICLE III- DUES

Section 1. The annual membership dues of this Unit shall be $30.00 for Senior and $10.00 for Junior paid annually or for life, and shall include the Department and National per capita.

Section 2. A member failing to pay annual dues, including the Unit, State and Nation assessments, by January 31, shall be classed as delinquent and shall be suspended from all membership privileges. Payment of back dues, after suspension, shall reinstate such a member to active membership. Any member delinquent to December 31 of the year of the delinquency shall automatically be dropped from the rolls and may be reinstated only by paying all back dues or by re-establishing eligibility and making application as a new member

ARTICLE IV-UNIT MEETING

Section 1. The regular meetings of THOMAS P. JOHNSTON – UNIT 222 shall be held on the second Tuesday of each month, unless otherwise specified, and shall be called to order at 7:30 PM

Section 2. A meeting of this Unit shall be held in the month of March each year for the purpose of receiving annual reports.

Section 3. Special meeting of this Unit may be called by the President, by majority of the Executive Committee, or upon written request of three members of the Unit.

Section 4. (4) Four members shall constitute a quorum at any meeting of the Unit.

ARTICLE V-ELECTION

Section 1. Election may be by voice vote if there is only one candidate, but where there is more than one candidate for the same office, election shall be by ballot and the majority of votes cast shall necessary to elect.

Section 2. Delegates and Alternates to a Department Convention shall be elected at a Unit meeting duly called for that purpose not less than two weeks prior to the Convention. Alternates shall have their priority in order of their election.

Section 3. All Officers and Executive Committee members shall be elected annually at a meeting duly called for that purpose not more than sixty (60) days prior not less than fifteen (15) days prior to the Department Convention. The Secretary may either be elected or appointed to rules prescribed by the Department.

ARTICLE VI – COMMITTEES

Section 1. The Unit shall have the following standing Committees: Americanism, Auxiliary Emergency Fund, Cavalcade of Memories, Children & Youth, Community Service, Constitution & By-Laws, Education, Girls State, Junior Activities, Leadership, Legislative, Membership, National Security, Past Presidents Parley, Poppy, Public Relations and Veterans Affairs and Rehabilitation.

Section 2. A Nominating Committee composed of three members shall be elected for the purpose of presenting a slate of officers for the ensuing year.

Section 3. An Audit Committee composed of three members, shall be elected by the members, for the purpose of auditing the Treasurer's accounts at the close of each term, and making a report of the audit to the Unit.

Section 4. A Budget Committee composed of three members, shall be elected by the members, for the purpose of presenting a budget for the ensuing year.

VII - TRANSFERS

Section 1. Transfers of membership from one Unit to another in the Department of Florida shall be upon application of the member to and acceptance by the other Unit, in conformity with National and Department Constitution and Bylaws.

ARTICLE VIII - DISCIPLINE

Section 1. For any violation of the Unit, State or National Constitution, or for conduct improper and prejudicial to the welfare of the Auxiliary or of The American Legion, any member may be expelled from membership or any officer removed from office by two-thirds of the vole cast at a Unit meeting duly called for that purpose, said expulsion or removal to be binding only in the event said member or officer shall have been give at least fifteen (15) days notice in writing by the Unit Secretary of the charges and the hearing thereon. Either party may have the right of appeal to the Department Executive Committee and their action thereon shall be final. The expense of said appeal shall be borne by the appellant.

Section 2. Neither this Unit in the Department or any member thereof, shall circularize any other Unit or member thereof without the consent of the Department Executive Committee.

Section 3. Liabilities: No member or group of members shall subject this Unit to liability without authorization of the Unit.

ARTICLE IX - PARLIAMENTARY AUTHORITY

Section 1. The Unit organization shall be governed by "Robert's Rules of Order, Newly Revised." on all points not covered by this Constitution and Bylaws.

ARTICLE X - AMENDMENTS

Section 1. These Bylaws may be amended by a two-thirds vote of the members present at a regular Unit Meeting, provided the proposed amendments shall have been read at the previous Unit Meeting.

Section 2. Amendments not having been previously read may be adopted by the unanimous vote of the members present.

Section 3. These Bylaws shall automatically be amended to conform to the National and Department Constitution and Bylaws and Standing Rules of the American Legion Auxiliary.

ARTICLE III-DUES AMENDMENT TO SECTION ONE

Section 1. The annual membership dues of this unit shall be$30.00 for senior and $10.00 for Junior paid annually or for life, and shall include the Department and National per capita.

ARTICLE IV- UNIT MEETING AMENDMENT TO SECTION ONE

Section 1. The regular meetings of THOMAS P. JOHNSTON – UNIT 222 shall be held on the Second Tuesday of each month, unless otherwise specified and shall be called to order at 7:30PM

These amendments were read and adopted by unanimous vote of all members present. On this 10th day of April 2012

Darlene Pace

UNIT PRESIDENT

Dianna Bucinikas

UNIT SECRETARY

Margot Wiepfer

UNIT CONSTITUTION & BY-LAWS CHAIRMAN

APPROVED Pearl McIntyre -2-15-13

Dept. Constitution - Bylaws Chairman

UNIT- STANDING RULES

JULY 1ST 2012

SECTION 1 A CARD SHALL BE SENT BY THE CHAPLAIN TO MEMBERS OR THEIR HUSBANDS CONFINED TO THE HOME OR HOSPITAL BY ILLNESS. THIS ALSO INCLUDES THOSE BEDRIDDEN OR CONFINED IN A NURSING HOME.

SECTION 2 THE SUM OF $24.00 SHALL BE SENT TO A CHARITY IN THE NAME OF THE DECEASED MEMBER OR A FLORAL ARRANGMENT. THE SUM OF $10.00 SHALL BE SENT TO A CHARITY IN THE NAME OF THE LOSS OF A UNIT MEMBER'S HUSBAND. THIS SHOULD BE LEFT TO THE DESCRETION OF THE PRESIDENT AND THE CHAPLAIN.

SECTION 3 ANY OFFICER WHO EXPIRES WHILE IN OFFICE, OR A PAST PRESIDENT, WILL RECEIVE IN HER MEMORY, A CONTRIBUTION, NOT TO EXCEED $50.00.

SECTION 4 AN 8" X 10" PICTURE OF THE RETIRING PRESIDENT WITH AND EXPENDITURE UP TO $20.00. SUCH A PICTURE TO BE DISPLAYED IN THE POST HOME. ONE PICTURE PER PRESIDENT WITH DATE PLAQUE ADDED FOR ANY ADDIOTNAL TERMS OF OFFICE.

SECTION 5 ALL AWARDS AND CITATIONS SHALL BECOME THE PROPERTY OF THE UNIT AND SHALL BE KEPT IN THE UNIT'S HISTORY UNTIL SUCH TIME AS SPECIFIED DESPENSATION IS MADE.

SECTION 6 THE UNIT PRESIDNT AND SECRTETARY RECEIVES SET OF DEPARTMENT BULLETINS, THE SECRETARY'S SET SHALL BE DISTRIBUTED TO THE UNIT OFFICERS AND CHAIRMAN CONCERNED WITH THE CONTENTS WITHOUT DELAY.

SECTION 7 IT IS COMPULSORY FOR ANY MEMBER OR NON MEMBER RECEIVING DONATION OF ANY NATURE ON BEHALF OF THE UNIT TO TURN OVER AND REPORT SUCH DONATIONS TO THE TREASURER FOR HER RECORDS.

SECTION 8 RESOLVED THAT THE DUES OF LIFE MEMBERS BE PAID BY THE UNIT.

SECTION 9 THAT $50.00 SPENDING MONEY IS GIVEN TO EACH GIRL STATE REPRESENTATIVE.

SECTION 10 THAT A GIFT BE PRESENTED AT THE TIME OF INSTALLATION TO THE 9TH DISTRICT PRESIDENT AT A COST NOT TO EXCEEED $25.00.

SECTION 11 ALL BOOKS AND RECORDS SHALL BE FORWARDED TO SUCCEEDING OFFICERS AND CHAIRMEN WITHIN FIFTEEN (15) DAYS FOLLOWING ISTALLATION OF THE OFFICERS.

SECTION 12 THE UNIT WILL GIVE ONE (1) AUXILIARY PIN TO EACH NEW MEMBER WHEN SHE IS INITIATED: ANY LOST PIN WILL BE PURCHASED BY THE INDIVIDUAL.

SECTION 13 IF MEMBER DESIRES TO OBTAIN PIN DENOTING NUMBER OF YEARS OF SERVICE, AUXILIARY WILL ORDER SAME, BUT FINANCIAL OBLIGATION IS TOO ASSUMED BY MEMBER.

SECTION 14 UNIT 222 WILL AWARD OFFICERS AND CHAIRMAN A PIN OF THEIR OFFICE OR SOMETHING COMPLIMENTARY TO THEIR OFFICE. CERTIFICATE'S OF APPRECIATION WILL BE GIVEN TO OUTSTANDING MEMBERS OF THE UNIT.

SETION 15 ALL CERTIFICATE OF APPRECIATION TO BE APPROVED BY THE EXECUTIVE COMMITTEE, LIST TO BE KEPT ON FILE IN SECRETARYS BOOK.

SECTION 16 ALL PINS OF CURRENT OFFICERS MUST BE RETURNED TO THE UNIT, OTHERWISE OFFICERS WILLL BE CHARGED FOR PIN. IF NOT PAID, MEMBERSHIP WILL BE REVOKED.

Darlene Pace

UNIT PRESIDENT, DARLENE PACE

JULY 1ST 2012

Margaret Weppler

MARGARET WEPPLER / JULY 1ST 2012

UNIT CONSTITUTION AND BY-LAWS CHAIRMAN

ATTACHMENT TO CONSTITUTION AND BY-LAWS