

Constitution And Bylaws
American Legion Auxiliary
Department of Florida
New Smyrna Beach Unit 17
619 Canal Street
New Smyrna Beach, Fl 32168

Standing Rules

The regular scheduled meeting of the American Legion New Smyrna Beach Unit 17 Inc. shall be held on the 1st Monday of each month, unless otherwise specified and shall be called to order at 6pm 6 members of this unit shall constitute a quorum at any regular scheduled meeting of this unit.

The annual Senior membership dues shall be \$40 to include Department and National per capita. The annual dues for Juniors shall be \$10 to include the Department and National per capita.

In addition to the Core Committees listed in the bylaws, the Unit shall have the following committees: Auxiliary Emergency Fund (AEF), Community

Service, Education, Girls State, Cavalcade of Memories, Junior Activities,

Leadership, Legislature, Past Presidents Parley, Poppy, and Public Relations.

Unit elected Officers consisting of President, Secretary, Treasurer and 1st Vice are authorized to sign checks for disbursement of funds from the Unit treasury. All checks Must have two signatures.

Where deemed necessary, a Recording secretary and a Corresponding secretary may be appointed to carry out the duties performed by the Secretary.

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A Budget Committee composed of 3 members, including the Unit Treasurer, shall be appointed by the President, for the purpose of

presenting a budget for the ensuing year.

An Auditing Committee, composed of 3 members, shall be appointed by the President, for the purpose of auditing the Treasurer at the end of the term and make a report to the Unit. All Treasurer's report and receipts will be kept for 7 years for Unit audit or IRS.

Upon the death of an Auxiliary member \$25 will be donated to Wounded Warriors or a charity of Families choice.

Any money donations not in Yearly Budget must be voted on at Unit meeting and recorded in minutes for later reference or audit.

Any expenditures over \$100 can be voted on in between meetings if necessary by E-Board committee and passed by majority vote.

The President shall have \$25 monthly allowance for discretionary spending.

All official contact between American Legion Post 17 and this Unit shall be approved by President.

Standing Rules are adopted by a majority vote and may be amended by 2/3 vote at any meeting or if notice has been given, by majority vote.

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THESE STANDING RULES WERE READ, VOTED ON AND
APPROVED AT OUR REGULAR UNIT MEETING Jan 4, 2023

Chris H. Remington
Unit President

Department Constitution/Bylaws Chair

Carol Burk
Unit Secretary

Robert Pomeroy
Unit Constitution/Bylaws Chair