



**Standing Rules of
American Legion Auxiliary
Orlando Memorial Unit #19, Inc.
Orlando, FL 32810
Department of FL
January, 2026**

1. The regular scheduled meeting of American Legion Auxiliary Orlando Memorial Unit #19, Inc. shall be held on the 1st Thursday of each month, unless otherwise specified and shall be called to order at 6:30 PM.
2. Five (5) members of this Unit shall constitute a quorum at any regularly scheduled meeting.
3. Any member in good standing of the American Legion Auxiliary Orlando Memorial Unit #19 has the right to aspire to and hold any office.
4. Applications for membership will be read at Unit Meetings and members shall vote orally on each submitted application. If uncertain, voting shall be held by ballot. A majority is required for approval. New members are requested to be present when voted on in order to meet the members present of the Unit.
5. Annual membership dues of this Unit shall be forty five (\$45) per Senior and seven (\$7) per Junior member.
6. Where deemed necessary, a Recording Secretary and a Corresponding Secretary may be elected to carry on the duties normally performed by the Secretary.
7. The office of Secretary may be combined with that of Treasurer and called "Secretary-Treasurer."
8. Registration fees for Department Convention Delegates are to be paid by the Unit.
9. The Unit will purchase annually Unit Guides and furnish same to all current Unit Officers and Chairmen.
10. A stipend of \$150 each for the Fall Conference and the Department Convention will be given to the delegate representing Unit 19 to offset the expenses upon presentation of receipts. Delegate must attend all sessions of the Conference and Convention.
11. When invoices are received, they should be paid upon receipt (Do not hold the bill).
12. These Standing Rules may be amended by a two-thirds (2/3) vote at any regularly scheduled meeting, or if notice has been given, by majority vote.

13. In addition to 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, Legislative, Past Presidents Parley, Poppy, and Public Relations.

14. Unit elected Officers, consisting of President, Treasurer, First Vice President, and Secretary are authorized to sign checks for disbursement of funds from the Unit Treasury. All checks must have two of the three names above signature.

15. All members responsible for Unit funds shall be bonded through the blanket Fidelity bond and the Unit will pay the annual premium to Department Headquarters.

16. A Budget Committee composed of three (3) members, including the Unit Treasurer, shall be elected by the members or appointed by the President, for the purpose of presenting a budget for the ensuing year.

17. A Nominating Committee, composed of three (3) members, shall be elected by the members for the purpose of presenting a slate of officers for the ensuing year. The committee shall have the permission of each candidate for an office in order to be presented by this committee. This committee is to form no later than two (2) months prior to election.

18. The President has a discretionary fund of \$250.00 that she may use as deemed necessary for emergencies.

THESE STANDING RULES WERE READ, VOTED AND APPROVED AT OUR
REGULAR UNIT MEETING ON January 8, 2016

X Kathleen DePree
Unit President

X Wendy Dillitt
Unit Secretary

X Catherine Lohner
Unit Constitution & Bylaws Chairman

X _____
Department Constitution & Bylaws Chairman

_____ Date Approved