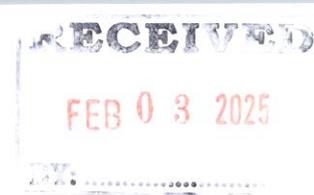


Unit 022



Standing Rules

Article I - Officers

Section 1. The office of Secretary may be combined with that of Treasurer and called "Secretary-Treasurer".

Article II - Dues

Section 1. The annual membership dues of the Unit shall be \$45.00 for Seniors paid annually which shall include Department and National per capita and will be effective for the 2026 membership dues.

Section 2. The annual dues of the Junior membership shall be \$5.00 to include Department and National per capita.

Section 3. An Honorary Life Membership shall be given only at the discretion of Unit 22, and to a member who has continuous membership in Cocoa Unit 22.

Section 4. Unit dues shall be paid for Gold Star Mothers and any Auxiliary member of fifty (50) years or more, who has twenty-five (25) years of continuous service at Cocoa, Unit 22, Department of Florida. A certificate of Appreciation shall be presented to fifty (50) year members.

Article III - Unit Meetings

Section 1. The regular scheduled meeting of American Legion Auxiliary Indian River Unit 22 shall be held on the first Wednesday of each month, unless otherwise specified and shall be called to order at 6:00pm.

Section 2. An annual meeting of this Unit shall be held not more than (90) days nor less than fifteen (15) days prior to the Department Convention for the purpose of electing officers.

Section 3. An Executive Committee meeting shall be held once every two months on the second Saturday of the month unless otherwise specified and shall be called to order following the Unit General Meeting.

Section 4. Four(4) officers of the Executive Committee shall constitute a quorum at any meeting of the unit.

Section 5. Smoking is not permitted during General Membership meetings.

Article IV - 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 be necessary to elect.

Section 2. All Officers and two (2) Board Members shall be elected annually at a meeting duly called for that purpose. The Secretary is appointed by the President.

Section 3. Installation shall be at a time established by the District 12 President and/or District 12 Commander.

Article V - Transfers/New Memberships

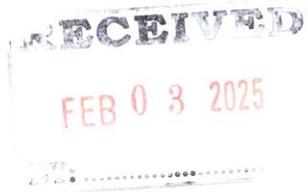
Transfer of membership from on Unit to another in the Department of Florida shall be upon application of the member to, and acceptance by, the other Unit, in conformity with National and Department Constitution and Bylaws. New membership shall be made by application of the requesting member and reviewed and voted upon by the Membership. The requesting member shall be notified by a Unit Officer as to the outcome of their request.

Article VI – Delegates and Alternates

Section 1. Delegates and Alternates to the Department Convention shall be elected at a Unit meeting duly called for that purpose not less than two (2) weeks prior to the Convention. Delegates and Alternates shall have priority in the order of their election.

Section 2. The President and Secretary shall be first and second delegates to the Constitutional Conference and Department Convention; the other delegates shall be elected by the membership, preference to be given to the Unit President Elect and all incoming officers, if they plan to attend.

Section 3. Partial expenses to the delegates to the Department Convention for senior members for a maximum of two (2) nights shall be voted on annually and amount set according to Unit finances. Delegates elected for junior members plus registration fee (paid from junior account), a maximum of two (2) nights. Registration fee shall be paid for attending Alternates. Attendance at the meeting of the Department Convention is required for paid partial expenses. Non-attendance at the meetings will require reimbursement of funds to the Unit. The Chairman of the Delegation has the responsibility for enforcement. Exception for coverage being, but not



RULES

1. The regular scheduled meeting of the American Legion Auxiliary Landrum Memorial Unit 236, Inc. Shall be held on the first Thursday of each month, unless otherwise specified and shall be called to order at 6:00 PM.
2. Five (5) members of this Unit shall constitute a quorum at any regularly scheduled meeting of the Unit.
3. The annual Senior membership dues of the Unit shall be forty dollars (\$40.00) to include Department and National per capita. The annual dues of the Junior membership shall be seven dollars (\$7.00) to include Department and National per capita.
4. 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, Legislative, Past President Parley, Poppy and Public Relations.
5. Checks for disbursement of funds from the Unit treasury must be signed by both the Unit President and the Unit Treasurer. All checks must have two (2) signatures.
6. All members responsible for Unit funds shall be bonded through the Fidelity Board, and the Unit will pay the annual premium to Department Headquarters.
7. Where deemed necessary, a Recording Secretary and/or a Corresponding Secretary may be elected/appointed to carry out the duties normally performed by the Secretary.
8. A budget committee composed of three (3) members, one of whom shall be the Unit Treasurer, shall be elected by members or appointed by the President for the purpose of presenting a budget for the ensuing year.
9. A nominating committee composed of three (3) members shall be elected 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 the Committee. The Committee is to form no later than the two (2) months prior to election.
10. An audit committee composed of three (3) members shall be appointed by the Unit president for the purpose of auditing the Treasurer's accounts at close of each term and making a report of the audit to the Unit.
11. Reimbursements for purchasing items for auxiliary functions, provided they have been approved at a meeting, will be issued upon receipt given to the treasurer.

12. Each new member of the Unit will be given an American Legion Auxiliary pin and a new member packet.
13. There will be no smoking at a Regular meeting.
14. Any convention delegate or alternate whose registration fee was paid for by the Units must attend the convention general's session or refund the money, but back to the Unit.
15. No auxiliary member shall go to any other organization and ask for donations without the prior authorization from the auxiliary Unit.
16. It is the Unit Membership Chairperson's responsibility to verify all elements of eligibility provided on an application for membership. A copy of the application with documents provided will be made for the Unit's record keeping. The original documents must be returned to the applicant.
17. Charges raised by one member against another member will be brought to the Parliamentarian or the Unit President or District President. The Department of Florida American Legion Auxiliary will step in if the issue is not resolved according to department rules and bylaws.
18. Each new officer shall be given a Unit guide paid for by the Unit for the ensuing administrative year.
19. If we are in the midst of a pandemic or other catastrophe, this rule will allow us to vote electronically if necessary.
20. The Unit allows two members to access ALAMIS: the Membership Chairman and the President.
21. These standing rules may be amended by a two-thirds (2/3^{rds}) vote of the members present at a regular meeting or if notice has been given by a majority vote.

These standing rules were read and voted on and approved at our regular meeting on 1/29/2025
month, day, year.

Elizabeth Chavers
 Unit President

Sharon Plaugher
 Unit Constitution & Bylaws Chairman

 Department of Florida Constitution and Bylaws Chairman

 Date Approved