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NORMAN MCLEOD AMERICAN LEGION AUXILIARY UNIT 26, INC.

STANDING RULES

1. The regular scheduled meeting of Norman McLeod American Legion Auxiliary Unit 26, Inc., shall be held on the second Thursday of the month, unless otherwise specified and shall be called to order at 5:00pm. An Executive Committee meeting shall be held on the first Thursday of the month unless otherwise specified and shall be called to order at 6:00pm.

2. Eight (8) members of this Unit shall constitute a quorum at any regular scheduled meeting of the Unit. Five (5) members of this Unit shall constitute a quorum at any Executive Committee (EC) meeting of the Unit.

3. The annual Senior membership dues of the Unit shall be $40.00 to include Department and National per capita. The annual dues of the Junior membership shall be $14.75 to include the Department and National per capita. Eligibility documentation for new members shall be verified by one of the following: President, Vice President, Secretary, or Treasurer.

4. In addition to the Core Committees listed in the Bylaws, the Unit shall have the following Committees: Constitution and Bylaws; Finance, Historian/Past President's Parley/Pubic Relations.

5. Unit elected Officers, consisting of the President, Vice President and the Treasurer are authorized to sign checks for disbursement of funds from the Unit treasury. All checks MUST have two of the three above signatures.

6. 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.

7. All expenditures of auxiliary funds must be first approved and no single member or group can obligate auxiliaries funds without membership approval.

8. The Unit will pay the registration fee for all elected delegates and alternates attending the Department Convention.

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

10. A Budget/Finance 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.

11. 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.

12. Discipline.

    A. Discipline - Any inappropriate behavior / language during Auxiliary meetings will not be tolerated. First offence will be a warning, if continued the member will be escorted out of the meeting. Any other infractions will follow Department guidelines.

    B. Discipline: All discipline must be imposed in accordance with the principles of fundamental fairness, which includes notice and an opportunity to be heard. Disciplinary actions may include any of the following:

        1) Warning: A formal written statement, outlining the misconduct and expectations for future behavior.
        2) Probation: Membership is retained under specific terms and conditions for a specified period no longer than a year
        3) Suspension: Temporary loss of any or all membership rights and privileges for a specified period no longer than a year.
        4) Expulsion: Loss of membership for severe or repeated violations.

    C. A member disciplined by the member's unit may appeal the Unit's disciplinary action in writing to the Department Executive Committee.

13. No member, or group of members, shall subject this Unit to liability without authorization of the Unit.

14. Code of Ethics: The Unit shall be guided by the Code of Ethics as published in the National Auxiliary Standing Rules on pages 23-27.

THESE STANDING RULES WERE READ, VOTED ON AND APPROVED AT OUR REGULAR UNIT MEETING ON 10/8/2026.

x Kathleen VanMiddlesworth
Kathleen VanMiddlesworth
President
Norman McLeod American Legion
Auxiliary Unit 26, Inc.

x Lucinda Sammons
Lucinda Sammons
Secretary
Norman McLeod American Legion
Auxiliary Unit 26, Inc.

x Linda Brownlow

Linda Brownlow
Unit Constitution and Bylaws Chairman
Norman McLeod American Legion
Auxiliary Unit 26, Inc.

x _____

Department Constitution & Bylaws Chairman

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Date Approved