

STANDING RULES

The fiscal year of Sarasota Bay Unit 30 shall be from July 1st to June 30th.

The standing rules may be amended by a two-thirds affirmative vote of the members present at a regular meeting provided the proposed amendments shall have been read at the previous Unit meeting or if notice has been given by a majority vote.

Starting July 1, 2024, the annual membership dues of this Unit shall be \$45.00 for Senior members paid annually or for life and shall include the Department and National per capita. The annual membership for Juniors shall be \$10.00 paid annually until the age of 18 years.

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 Presidents Parley, Poppy, and Public Relations.

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

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.

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. (Specify whether appointed or elected.)

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.

An Audit Committee consisting of three (3) members shall be appointed by the President for the purpose of auditing the books of the Treasurer. The Treasurer should be present during the audit to answer questions only. No one on the Audit Committee should have authorization to sign checks.

The Unit shall be guided by the Code of Ethics as published in the National Auxiliary Standing Rules on pages 22-28.

A member, financially unable to pay their dues, may have their name submitted by the Membership Chairman or Executive Committee for consideration. Payments of a member's dues are to be reviewed annually. The Executive Committee may only recommend payment or refusal of payment. The final decision will be voted upon by the Unit.

Members with forty consecutive years of membership are eligible to have their dues paid by the Unit; final approval to rest with the Unit body.

Life memberships may be given for continuous membership and active service. Active service will be in American Legion Auxiliary programs such as Children & Youth, Veteran Affairs & Rehabilitation, Poppy Programs, etc. Applications will be submitted to the Executive Committee in written form for investigation. The award will be a standard card (nickel-silver); final approval to rest with the Unit body.

Meetings

The regular meetings of the American Legion Auxiliary Unit 30 shall be held on the 2nd Thursday of each month, unless otherwise specified, and shall be called to order at 6:30 p.m.

All elected Officers, and Executive Committee members for the Core Committees, shall attend all monthly meetings unless they have notified the Unit President and advised that they will not be able to attend the meeting. If any Officer or Executive Committee member for the Core Committees has three unexcused absences within each year term, they shall forfeit said position, and will be required to return their Officer pin for which they were previously provided.

Special meetings of this Unit may be called by the President, by a majority of the Executive Committee, or upon written or electronic request of members of the Unit. The President must have the following information: date, names of Officers contacted, how they voted, and are to be recorded in the minutes of the next Unit meeting.

The Executive Committee meeting immediately following the annual election shall be a joint meeting, held within one week, with incoming and outgoing Executive Committee members to exchange reports, books, and membership materials.

Five (5) members shall constitute a Quorum at any meeting of the Unit.

Miscellaneous

Financial assistance for those delegated to department Convention shall be raised with Convention Fundraising Activities. Those who participate in such Fundraiser Activities will have priority in going to Department Conventions. Delegates are required to attend the working session including the Memorial Service and give one report for all delegates at the next Unit meeting. If the expense exceeds the income of Convention Fundraising Activities the remaining balance will be divided equally as an individual expense. If expenses are less than monies raised the balance will remain in account for the next year. Money to be disbursed at the time the Delegates give their report to the Unit. If someone does not attend all meetings, money is to be prorated.

The Charter of the Unit shall be draped at the death of each member. Such drape to remain until the next regular meeting.

The flags of the American Legion Auxiliary may be displayed at a member's funeral. It shall be the responsibility of the Chaplain or President to contact the deceased member's family concerning flags. It shall be the responsibility of the Chaplain to conduct memorial service arrangements, if requested by the family, and to notify by phone or electronically all officers of such arrangements.

An appropriate card shall be sent to each known ill member by the Chaplain, or in their absence, the President.

Awards such as citations or money shall belong to the Unit.

The incoming Unit President will be responsible for any planning for the Installation of Officers.

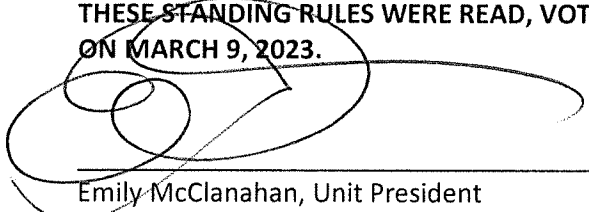
The Unit shall provide all Officers with their own pins. They shall turn in their pin at the end of their term, or upon resignation, to the Historian to be held until the position is filled. If destroyed or lost, they shall pay the Unit the cost of a replacement pin.

All keys and Auxiliary property shall be given to the incoming President on or before the night of installation.

The Junior past President's name shall be added to the past President's plaque.

All Officers will have a three-year term limit unless no one else is nominated for the position.

THESE STANDING RULES WERE READ, VOTED ON AND APPROVED AT OUR REGULAR UNIT MEETING ON MARCH 9, 2023.



Emily McClanahan, Unit President



Sherry Bailey, Unit Constitution and Bylaws Chairman

APPROVED:

Department Constitution and Bylaws Chairman _____ Date _____