

STANDING RULES

1. The regular scheduled meeting of the American Legion Auxiliary Tarpon Springs Unit 46, Inc. shall be held on the second Wednesday of each month, unless otherwise specified and shall be called to order at 6pm. An Executive Committee meeting shall be held as needed 1 hour prior to the regular membership meeting.
2. Three (3) members of this Unit shall constitute a quorum at any regular scheduled meeting of the Unit. This quorum shall include the officers and any Unit 46 members present.
3. The annual Senior membership dues of the Unit shall be \$50.00 to include Department and National per capita. The annual dues of the Junior Memberships shall be \$15.00 to include the Department and National per capita.
4. In addition to the Core Committees listed in the Bylaws, as the Unit continues to grow in members, the Unit can expand with the following Committees: Auxiliary Emergency Fund (AEF), Community Service, Education, Girls State, History, Junior Activities, Leadership, Legislative, Past Presidents Parley, Poppy and Public Relations.
5. In addition to the duties defined in the Bylaws, the 2nd Vice President shall oversee the finding of volunteers for events in the community or for fundraising.
6. Unit elected Officers, consisting of the Unit President, Unit 1st Vice President, and Unit Treasurer/Secretary are authorized to sign checks for disbursement of funds from the Unit Treasurer. All checks MUST have two of the above signatures.
7. Membership Chairman position will be the responsibility of the 1st Vice President.
8. 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.
9. As a formality, the newly elected President, at the first Unit meeting after election, shall ask to have the appointed Secretary ratified.
10. The President shall be allotted an amount up to \$200 to be used in case of emergencies twice annually only. A receipt must be presented to the Treasurer at the next meeting for reimbursement.
11. An Audit Committee of up to three (3) members shall be appointed by the Unit President to Audit the Treasurers books annually, or after any changes in the position. The treasurer is not a part of the audit but should be available to answer any questions.
12. 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 purposes of presenting a budget for the ensuing year.
13. A Nomination 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. These members must be in good standing to be eligible. This committee shall form no later than two (2) months prior to the election. No election is needed if only one candidate is for said open position(s).
14. Flowers or a memorial donation shall not exceed \$50.00 for the loss of a Unit 46 member or their spouse.

15. The Unit has a proposed budget and does not necessitate the spending of the entire amount allotted. If anyone spends without prior approval from the President or Treasurer, they will not be reimbursed for their purchase.

These Standing Rules may be amended by two thirds (2/3) vote of the members present at a regular meeting, provided that the proposed amendments have been read at a previous Unit meeting. However, if not read previously, then they may be adopted by unanimous vote of the members that are present.

THIS CONSTITUTION, BYLAWS AND STANDING RULES WERE READ, VOTED ON AND APPROVED AT OUR REGULAR UNIT MEETING HELD ON __ March 13th, 2024 __.

x Christine Massey 3/13/24
Unit President Date

x [Signature] 3/13/24
Unit Secretary Date

x Christine Massey 3/13/24
Unit Constitution and Bylaws Chairman Date