

**AMERICAN LEGION AUXILIARY  
DEPARTMENT OF FLORIDA**

OCT 24 2024



**MILTON-MYERS UNIT 65  
263 NE 5<sup>th</sup> Ave  
Delray Beach, FL 33483-5530**

**CONSTITUTION AND BYLAWS  
JANUARY 7, 2023**

**PREAMBLE**

For God and Country, we associate ourselves together for the following purposes:

- To uphold and defend the Constitution of the United States of America;
- To maintain law and order;
- To foster and perpetuate a one hundred percent Americanism;
- To preserve the memories and incidents of our associations during the Great Wars;
- To inculcate a sense of individual obligation to the community, state and nation;
- To combat the autocracy of both the classes and the masses;
- To make right the master of might;
- To promote peace and goodwill on earth;
- To safeguard and transmit to posterity the principles of justice, freedom and democracy;
- To participate in and contribute to the accomplishment of the aims and purposes of The American Legion;
- To consecrate and sanctify our association by our devotion to mutual helpfulness.

# **CONSTITUTION**

## **ARTICLE 1 - NAME**

The Name of this organization is American Legion Auxiliary, Milton-Myers Unit 65, Inc., Department of Florida.

## **ARTICLE 11 - NATURE**

Section 1: American Legion Auxiliary, Milton-Myers Unit 65, Inc. is a civilian patriotic service organization of women that supports the mission of The American Legion.

Section 2: American Legion Auxiliary, Milton-Myers Unit 65, Inc. will be absolutely nonpolitical and will not be used for dissemination of partisan principles nor for any promotion of the candidacy of any person seeking public office or preferment.

## **ARTICLE 111 - OBJECT**

The object of the American Legion Auxiliary, Milton-Myers Unit 65, Department of Florida, will be as stated in the Preamble to the Constitution.

## **ARTICLE IV - ELIGIBILITY**

Section 1: Eligibility for membership in The American Legion Auxiliary is determined by The American Legion. The eligibility requirements from The American Legion governing documents shall be provided as follows and shall be updated as appropriate. (1) grandmothers, mothers, sisters, spouses, and direct and adopted female descendants of members of The American Legion; and (2) grandmothers, mothers, sisters, spouses, and direct and adopted female descendants of all men and women who served in either of the following periods: April 6, 1917 to November 11, 1918; and any time after December 7, 1941: who, being a citizen of the United States at the time of their entry therein, served on active duty in the Armed Forces of any of the governments associated with the United States during either eligibility periods and died in the line of duty or after honorable discharge; (3) grandmothers, mothers, sisters, spouses and direct and adopted female descendants of all men and women who were in the Armed Forces of the United States during either of the following periods: April 6, 1917 to November 11, 1918; and any time after December 7, 1941 who served on active duty in the Armed Forces of the United States during either eligibility periods and died in the line of duty of after honorable discharge; and (4) to those women who of their own right are eligible for membership in The American Legion.

Section 2: There shall be two classes of membership, Senior and Junior. (a) Senior membership shall be composed of members age eighteen (18) and older; provided, however, a member eligible under Section 1 of this article,

and who is under the age of eighteen (18) years and married shall be classified as a Senior. (b) Junior membership shall be comprised of members under the age of eighteen (18) years, whose activities shall be supervised by the Senior membership. Upon reaching the age of eighteen (18), Junior members shall automatically be admitted into Senior membership with full privileges. (c) Dues for both classes shall be paid annually or for life.

#### **ARTICLE V - UNIT OFFICERS**

The Unit will elect annually a President, First Vice President, Secretary, Treasurer, Chaplain, Historian, and Sergeant @ Arms (or a combination of some of these officers,) who will serve until their successors are duly installed or as otherwise provided. The Unit Secretary may be elected or appointed. If so voted, the offices of Secretary and Treasurer may be combined. A Second Vice President and Assistant Sergeant@Arms may also be elected.

#### **ARTICLE VI - EXECUTIVE COMMITTEE**

The Executive Committee will consist of all officers and three(3) additional Members at Large elected by the Unit. The term of office for Executive Committee members will be one year.

#### **ARTICLE VII- FISCAL YEAR**

The fiscal year will be the same as that of the Department of Florida.

#### **ARTICLE VIII - AMENDMENTS**

Section 1: This Constitution may be amended by two-thirds (2/3) vote of the members at a regular meeting, provided the proposed amendment will have been read at the previous meeting.

Section 2: Amendments not read at a previous meeting may be adopted by the unanimous vote of all members present.

Section 3: This Constitution will be automatically amended to conform to the National and Department Constitution & Bylaws and Standing Rules of the American Legion Auxiliary.

## **BYLAWS**

### **ARTICLE 1 - EXECUTIVE COMMITTEE**

Section 1: Between meetings, the government and management of this Unit will be entrusted to the Executive Committee and all proceedings of said committee will be presented to the Unit for approval at the next meeting.

Section 2: A vacancy on the Executive Committee, from any cause other than expiration of a term, will be filled by a majority vote of the entire committee. A person so elected will hold office for the unexpired term of the member she succeeds.

Section 3: A majority of members of the Executive Committee will constitute a quorum.

Section 4: Special meetings may be called by order of the President, or by written or electronic request of at least three (3) members of the Executive Committee. Uniform notice of such special meetings will be given to all members of the Executive Committee; and, except in extreme emergency, will be given at least forty-eight (48) hours in advance. At special meetings, only business specified in the notice will be transacted.

### **ARTICLE 11 - DUTIES AND POWERS OF OFFICERS**

Section 1: Duties of the Unit President: It is the duty of the President to preside at all Unit meetings and Unit Executive Meetings; to enforce strict observance of the Constitution and Bylaws; to appoint chairmen of Standing Committees; to create other committees and appoint members thereto as she/he deems advisable; to perform other such duties as custom and parliamentary rules require and to appoint officers not previously noted.

Section 2: Duties of the Vice President(s): The First (and Second) Vice Presidents (in the order named), will when called upon, assist the President, and in her/his absence, perform her/his duties and will succeed her/him in office in case of death, resignation or removal.

Section 3: Duties of the Secretary: It will be the duty of the Secretary to receive and answer official mail under direction of the President; to keep in a comprehensive file, copies of all correspondence sent and received; to send and give notice of all meetings; to record proceedings and transactions of all meetings of the Unit; to keep all books, papers and records needed to carry on the working of the office and to care for the Unit archives. She is hereby vested with such authority as is necessary to

carry out her/his duties successfully for the good of the American Legion Auxiliary.

Section 4: Duties of the Treasurer — It will be the duty of the Treasurer to receive all Unit monies and account for them. She/he will pay the bonding fee as determined by Department. She/he will maintain two (2) separate funds: a General Fund, and a Welfare Fund. All Poppy donations will be deposited in the Welfare Fund and used to assist Veteran(s) and his/her/their children. She/he will keep an accounting of all receipts and expenditures, make an annual report thereon and on such other reports as deemed necessary by the Unit Executive Committee. Her/his accounts will be audited annually. She/he will pay all current bills before transferring all Unit funds, books, vouchers and papers to her/his successor.

Section 5: Duties of the Chaplain: The Chaplain will offer prayer at the opening and closing of each meeting, perform such other duties as directed by the President, and notify the District and Department Chaplains of any deceased members when she/he is made aware of them.

Section 6: Duties of the Historian: The Historian's duty is to compile the historical records of the Unit and make an annual report to Department.

Section 7: Duties of the Sergeant@Arms: The duty of the Sergeant@Arms is to preserve order at Unit meetings and to perform such duties as may be requested by the President.

## **ARTICLE 111 - DUES**

Section 1: Annual Senior and annual Junior membership dues of the Unit will be as stated in the Standing Rules and will include the Department and National per capita dues.

Section 2: Any member failing to pay annual dues, including Unit, Department, and National assessments, by January 31 of the delinquent year, will be classified as delinquent and will be suspended from all membership privileges. Payment of back dues after suspension but prior to December 31 of the delinquent year, will reinstate the member to active membership. Any member delinquent to December 31 of the year of the delinquency will automatically be dropped from the rolls and may be reinstated by only paying all back dues or by re-establishing eligibility and making application as a new member.

## **ARTICLE IV - UNIT MEETINGS**

Section 1: The regular scheduled meeting of American Legion Auxiliary, Milton Myers Unit 65, Inc. will be held as stated in the Standing Rules. Executive Committee meetings will be held as stated in the Standing Rules.

Section 2: The number of Unit members that will constitute a quorum at regular scheduled Unit meetings will be as stated in the Standing Rules.

Section 3: Special Unit meetings may be called by the President, by a majority of the Executive Committee with the President notified, or upon written request of three (3) members of the Unit.

## **ARTICLE V - ELECTION**

Section 1: Elections will be held annually. To participate in the Unit's election of Officers, a member must have paid her dues for the current fiscal year in which the election is held.

Section 2: Elections will be by ballot; a majority of votes cast will be necessary to win an office. If only one person is nominated for an office, the ballot may be eliminated and that nominee declared a winner.

Section 3: All Officers and Executive Committee members will be elected at a meeting duly called for that purpose - not more than ninety (90) days nor less than fifteen (15) days prior to Department Convention.

Section 4: The Unit will notify the Department Secretary of the names and addresses of newly elected officers not less than ten (10) days prior to Convention, such notification to be made on forms furnished by Department.

Section 5: Vacancies in office between annual elections will be filled by the Executive Committee.

Section 6: Delegates and Alternates to District Constitutional Conference or Department Convention will be elected not less than two (2) weeks prior to the Conference or Convention, Alternates will have priority in the order of their election.

## **ARTICLE VI - COMMITTEES**

The Unit will have the following Core Committees: Americanism, Audit, Children & Youth, Constitution & Bylaws, Legislative, Membership, National Security, Veterans Affairs & Rehabilitation, and such other organizational support committees as provided in the Standing Rules.

## **ARTICLE VII - TRANSFERS**

Transfer of membership from one Unit to another in the Department of Florida will be upon application of the member to, and acceptance by, the other Unit, in conformity with the National and Department Constitution and Bylaws.

## **ARTICLE VIII - DISCIPLINE**

Section 1: For any violation of the Unit, Department, or National Constitution, or for conduct improper and prejudicial to the welfare of The American Legion Auxiliary or The American Legion, a member may be expelled from membership, or an officer may be removed from office, by a two thirds (2/3) vote at a Unit meeting duly called for that purpose. Said expulsion or removal will be binding only in the event the accused member or officer was given at least fifteen (15) days' written notice, by the Unit Secretary, of the charges and date of said hearing. Either party has the right to appeal to the Department Executive Committee, and their decision will be final. The expenses of said appeal will be borne by the appellant.

Section 2: No member, or group of members, will subject this Unit to any liability without authorization of the Unit.

## **ARTICLE IX- PARLIAMENTARY AUTHORITY**

The Unit organization will be governed by "Robert's Rules of Order, Newly Revised" on all points not covered in the National and/or Department Constitution and Bylaws.

## **ARTICLE X - AMENDMENTS**

Section 1: These Bylaws may be amended by two thirds (2/3) vote of the members present at a regular meeting, provided the proposed amendments will have been read at a previous Unit meeting.

Section 2: Amendments not having been previously read may be adopted by a unanimous vote of the members present.

Section 3: These Bylaws will automatically be amended to conform to the National and Department Constitution and Bylaws and Standing Rules of the American Legion Auxiliary.