

STANDING RULES

1. The regular scheduled meeting of American Legion Auxiliary Andrew Jackson Unit 99, Inc. shall be held on the 3rd Wednesday of each month, unless otherwise specified and shall be called to order at 5:30 PM. An Executive Committee meeting shall be held the 2nd Wednesday of the month unless otherwise specified and shall be called to order at 5:30 PM. The Unit may hold electronic and or “hybrid” meetings when deemed necessary which would include electronic meeting, conference calls and or meeting in person.
2. Three (3) members of this Unit shall constitute a quorum at any regular scheduled 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 \$10.00 to include the 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, Junior Activities, Leadership, Legislative, Past Presidents Parley, Poppy, and Public Relations.
5. Unit elected Officers, consisting of President, Treasurer and 1 other Executive Committee members 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. Where deemed necessary, a Recording Secretary and a Corresponding Secretary may be appointed by the President to carry on the duties normally performed by the Secretary.
8. A Budget Committee composed of three (3) members, including the Unit Treasurer, shall be elected by the members, for the purpose of presenting a budget for the ensuing year.
9. 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.
10. The Unit President or Treasurer shall have a discretionary fund of \$100.00 if 2 members of the Executive Committee are notified by email or phone and are agreeable as to the expense.
11. The Unit shall be guided by the Code of Ethics as published in the National Auxiliary Standing Rules on pages 22-28.

Standing Rules are adopted by a majority vote and may be amended by two-thirds (2/3) vote at any meeting, or if notice has been given, by a majority vote.

**THESE STANDING RULES WERE READ, VOTED ON AND APPROVED AT OUR
REGULAR UNIT MEETING ON NOVEMBER 14, 2021.**

Unit President

Unit Secretary

Unit Constitution and Bylaws Chairman

Department Constitution & Bylaws Chairman

Date Approved: _____