

STANDING RULES

1. The regular scheduled meeting of American Legion Auxiliary Carter Mather- Florence Villa 201 Unit # , Inc. shall be held on the 3rd Thursday of each month, unless otherwise specified and shall be called to order at 6:00 p.m. An Executive Committee meeting shall be held the 1st Tuesday of the month unless otherwise specified and shall be called to order at 6:00 p.m. Both meetings will be held at 901 Avenue S Northeast Winter Haven, Florida 33881-3152, Unless notified otherwise.
2. 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 ~~\$60.00~~ ^{45.00 mem} to include Department and National per capita. The annual dues of the Junior membership shall be \$15.00 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: Girls State. Other committees will be added once membership increases.
5. Unit elected Officers, consisting of Mary McElrath, Gussie Clark and Bobbie McKinnon LaVerne Jones _____ (name at least three officer positions) 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. A Budget Committee composed of three (3) appointed members, including the Unit Treasurer, President, and secretary or one (1) member from the executive board shall be elected by the members, or appointed by the President, for the purpose of presenting a budget for the ensuing year.
8. 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 to be presented by this committee. This committee is to form no later than two (2) months prior to election.

9. 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.
10. The Unit shall be guided by the Code of Ethics as published in the National Auxiliary Standing Rules on pages 22-28.
11. When attending unit meetings, members will wear red, white, or blue attire.
12. The president shall have a discretionary fund of 150.00 to make a purchase when necessary.
13. If members are unable to meet in person due to a global or natural event, then the meetings will be held via zoom communications or Free Conference call. It will be the responsibility of the secretary to send out communication stating how to access the meeting platform before the next general meeting.
14. Resignation of any office must be in written form stating reason and presented to the chairman of the Executive Committee. All resignations shall be automatically accepted.
15. A memorial service will be held for all deceased members. A protocol dress for the Memorial Service will be ALL white, or Navy Blue and White or Blue hat.
16. The secretary will be expected to send cards, emails, candy, or flowers.
17. Installation of officers for the new year will be coincident with the Legion family.
18. Unit meetings will be conducted from August to September.

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 _____

X Mary McEld
Unit President

L. Neerme Jones
Unit Secretary

X Lussie H. Clark
Unit Constitution and Bylaws Chairman