

STANDING RULES

SEP 02 2026

1. The regular scheduled meeting of American Legion Auxiliary Dunedin Memorial Unit 275, Inc., located at 360 Wilson Street, Dunedin, FL 34698, shall be held on the second Tuesday of each month, unless otherwise specified and shall be called to order at 6:30 p.m. ** An Executive Committee meeting shall be held the second Tuesday of the month unless otherwise specified and shall be called to order at 5:45 p.m.
**During an emergency situation, Unit meetings may be held in person or via electronic means and must be made available to ALL members. In this situation, voting may be by voice, ballot, e-mail or other electronic means.
2. The Executive Committee shall act on all applications for transfer of membership at the next Executive meeting following the making of such application, and shall be at said meeting accepted, rejected or referred for further investigation and consideration.
3. Fifteen (15) members of this Unit shall constitute a quorum at any regular scheduled meeting of the Unit
4. The annual Senior membership dues of the Unit shall be \$50.00 to include the Department and National per capita. The annual dues of the Junior membership shall be \$10.00 to include the Department and National per capita.
5. A \$5.00 fee will be charged for duplicate membership cards.
6. The Unit will pay the annual membership dues for female dual members for life that are currently members as of 2019 and remain a member of Unit 275 and will pay first year for any new dual members after.
7. 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, History, Junior Activities, Leadership, Legislative, Past Presidents Parley, Poppy, and Public Relations.
8. All elected and appointed officers will assume their offices/duties upon installation. Current officers are responsible to continue their office duties until installation and a smooth transition has been completed.
9. Each member of the Executive Committee shall be responsible for a committee or program including year-end reporting
10. In addition to the duties defined in the Bylaws, the Second Vice President shall oversee the kitchen and will recruit the kitchen volunteers. The Third Vice President shall oversee Public Relations of the Unit and serve as Public Relations Chairman. This includes maintaining a social media

presence for the unit to include events and updates for members. This is to include upholding a positive image for the Unit, creating event flyers and informing members and community of all the accomplishments of the Unit. The social media platforms shall be voted on and approved by the general membership prior to launch.

11. The Unit President, Unit Treasurer, Membership Chairman and Past President are authorized to sign checks for the disbursement of funds from the Unit Treasury. All checks MUST have two of the four signatures. The Unit President, Unit Treasurer, 2nd Vice President and Membership Chairman will have debit cards for purchases for the Unit usage, which must have all charges documented with receipts. All receipts must clearly document event and what is purchased with corresponding costs. All receipts must be submitted to the Treasurer in a timely fashion (within 3-5 days of event). Otherwise, debit card will be confiscated by Unit Treasurer.
12. Membership Chairman is an appointed position by the Unit President.
13. All members responsible for Unit funds shall be bonded through the blanket Fidelity bond and the Unit will pay the annual premium to Department.
14. As a formality, the newly elected President, at the first Unit meeting after election, shall ask to have the appointed Secretary and Past President ratified.
15. The Treasurer's books shall be reviewed quarterly by the Audit Committee. Officers who have access to the account will be present for questions, but not take part in the actual audit. All members of the Audit Committee will sign audit report. Physical copies of checks will be available at the audit.
16. The Unit will pay the annual membership dues for Katherine Ingram and Past Department President Kelli Coppla as long as they remain members of Unit 275 (i.e. honorary PUFL).
17. All Unit members present on premises at time of Unit meeting will either attend meeting or leave premises.
18. Rules concerning the expulsion of a member or removal of an officer may be triggered by disciplinary actions by the Bar Committee.
19. The Unit shall provide Unit Guides for all Unit Officers and Chairman as requested.
20. Any and all Applications for Emergency Funds from the "Pink Pig Fund" will have to be filled out in entirety and turned in to the "Pink Pig" committee. The Committee's finding will be final.

These Standing Rules may be amended by two thirds (2/3) vote of the members present at a regular meeting, provided the proposed amendments shall have been read at a previous Unit meeting.

Standing Rules not having been previously read may be adopted by the unanimous vote of the members present.

These Standing Rules shall automatically be amended to conform to the National and Department Constitution and Bylaws and Standing Rules of the American Legion Auxiliary.

THESE STANDING RULES WERE READ, VOTED ON AND APPROVED AT OUR
REGULAR UNIT MEETING ON May 12, 2026

x Deborah Del Bianco

Deborah Del Bianco

Unit President

x Emily Lees

Emily Lees

Unit Secretary

x Dee Ball

Dee Ball

Unit Constitution and Bylaws Chairman