

STANDING RULES

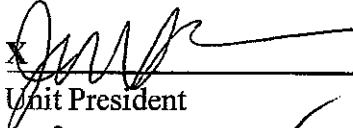
1. The regular scheduled meeting of American Legion Auxiliary **Pine Castle Memorial Unit 286, Inc., Department of Florida** shall be held on the second (2nd) Monday of each month, unless otherwise specified and shall be called to order at 6:00 PM. An Executive Committee meeting may be called by order of the President or on written or electronic request of at least three (3) members of the Executive Committee.
2. Five (5) 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 \$45 to include Department and National per capita beginning with the 2024 membership year. The annual dues of the Junior membership shall be \$7 to include the Department and National per capita. A lady veteran who is a Legionnaire member and joins the Auxiliary will only pay the per capita fee to become a dual member in our Auxiliary unit.
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 the President, Vice President and Treasurer 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) members, including the Unit Treasurer, shall be 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 appointed by the President 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 not more than 90 days prior or less than 15 days prior to Department Convention. The Nominating Committee shall present the first reading of the slate of candidates at the following meetings. The next meeting, the Nominating Committee shall have the final reading and then candidates can be added from the floor. Elections shall then take place.
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.

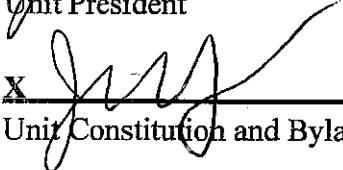
10. The Unit shall be guided by the Code of Ethics as published in the National Auxiliary Standing Rules on pages 22-28.
11. A welcome letter will be sent to all new members, the letter will include greetings and pertinent information as to meeting dates and times. This shall be done by the unit membership chair.
12. A delegate to the Department Convention must be a member in good standing. Elections of delegates and alternates to be held at a regular meeting of the unit not less than two (2) weeks prior to the convention. The current President, Incoming President and Secretary are automatic delegates. Alternates shall have their priority in order of their election.
13. Members furnishing transportation for them and other auxiliary members to out of town meetings, conferences and department conventions shall be paid sixty-five cents (\$0.65) per mile gas allowance providing the distance from POST 286 to the destination is greater than forty (40) miles (one way).
14. The sum of One Hundred dollars (\$100) will be made available to the President for donation or payment for any good cause. NO required vote from the unit is necessary.
15. One Hundred dollars (\$100) will be allotted each year as a gift for the outgoing President. If this is his/her first term, he/she will receive a Past President pin and Fifty dollars (\$50).
16. Unit meetings may be held in person or via electronic means.
17. Voting may be by voice, ballot or other electronic means.
18. The Treasurer and the membership chair will have the debit card for the unit to make purchases, etc.
19. No alcoholic beverages or tobacco (including electronic) products will be allowed to be consumed during a unit General Membership meeting.

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

STANDING RULES WERE READ, VOTED ON AND APPROVED AT OUR
EXECUTIVE MEETING ON 1/28/2023

X 
Unit President


Unit Secretary

X 
Unit Constitution and Bylaws Chairman