

## STANDING RULES

### DUES

The annual dues of this Unit shall be forty dollars (40.00) per year. Junior dues shall be five dollars (5.00) paid until the age of 18. All dues shall include the Department and National per capita tax paid annually.

### UNIT MEETINGS

Section 1. Unless otherwise ordered by the Unit or Executive Committee, the regular meeting of this Unit shall be held on the third (3rd) Tuesday of each month and shall be called to order at 5:00 PM. There will be one (1) meeting a month and it will be a business meeting.

Section 2. An annual meeting shall be held not more than ninety (90) days nor less than fifteen (15) days prior to the Department Convention of each year for the purpose of electing Officers.

Section 3. Special meetings may be called by the President, a majority of the Executive Committee or upon request of the members.

Section 4. Seven (7) members shall constitute a quorum at any meeting of the Unit. Five (5) members shall constitute a quorum of the executive committee.

### COMMITTEES

Section 1. In addition to the Core Committees listed in the By Laws, The Unit shall have the following Committees: Auxiliary Emergency Fund, Community Service, Education, Finance, Girls State, History, Leadership, Legislative, Past Presidents Parley, and Poppy.

Section 2. An auditing committee composed of three (3) members shall be appointed by the Unit President for the purpose of auditing the Treasurer's accounts at the close of each term and making a report of the audit to the Unit.

Section 3. The Executive Committee may not expend more than two hundred dollars (\$200.00) without the sanction of the Unit.

Section 4. A Nominating Committee consisting of three (3) members will be elected at the regular business meeting three (3) months prior to the annual election. The Nominating Committee will present the slate of candidates for office for the Unit's consideration. Nominations may also be made from the floor. In order that a nomination may be effective, the candidate shall be present at the time of nomination or shall have filed a written acceptance of such nomination.

### ADDITIONAL STANDING RULES

1. A Past President's pin shall be given to all Presidents retiring from office.
2. The President and Secretary will automatically serve as the first and second Delegates to all conventions and conferences. Balance of the Delegates and Alternates to be elected in order of number of votes received. The Unit shall pay for one -half (1/2) of the room rate and the registration fee of any member that attends the Fall Conference, unless room is paid by The American Legion or the Sons of the American Legion.
3. The Unit shall pay for one- half (1/2) of the room rate and the registration fee of the Delegates to the Department Convention, unless paid by The American Legion or the Sons of the American Legion.
4. When a member is ill in the hospital or has surgery as an outpatient recuperating at home, appropriate cards will be sent.
5. There shall be a senior and life membership. A life membership may be given to a senior member who has faithfully served Unit 7 for ten (10) years or more and is a member in good standing. There will be no more than one life membership per Unit year. A letter of qualifications for the prospective life member must be submitted to the Unit Secretary by March 15. If approved by the Executive Committee, the letter will be read on the floor of the regular meeting and voted on by the members present.
6. Unit Officers, consisting of the President, First Vice President, Secretary, and Treasurer are authorized to sign checks for disbursements



of funds from the Unit treasury. All checks MUST have two of the four above signatures.

7. Any Unit member present at the American Legion Post #7 on a regular meeting night shall attend the meeting or leave the premises.

### AMENDMENTS

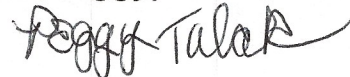
Section 1. These Standing Rules may be amended by a two-thirds (2/3) vote of the members present at a regular meeting, or if notice has been given, by a majority vote.

THESE STANDING RULES WERE READ, VOTED ON AND APPROVED  
AT OUR REGULAR UNIT MEETING ON JANUARY 17, 2023

Felicia Bradley, President



Margaret (Peggy) Talak, Secretary



Unit Constitution & Bylaws Chairman

MARITA LAMBERT

• APPROVED

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Department Constitution & By Laws Chairman