

Post 17 By-Laws were reviewed by National Advisory Committee member Autry B. James on the 12th day of June 2024, and found to comply with the American Legion National By-laws.

Filed copy at The American Legion Department Headquarter office in Lacey, WA by Interim Administrator Barbara Lombrano

Barbara Lombrano

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Barbara Lombrano, Interim Administrator

Date

The American Legion

Department of Washington

GRANT HODGE POST NO. 17
THE AMERICAN LEGION, DEPARTMENT OF WASHINGTON

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GRANT HODGE POST NO. 17
THE AMERICAN LEGION, DEPARTMENT OF WASHINGTON

CONSTITUTION

PREAMBLE

FOR GOD AND COUNTRY, WE ASSOCIATE OURSELVES TOGETHER FOR THE FOLLOWING PURPOSES:

TO UPHOLD AND DEFEND THE CONSTITUTION OF THE UNITED STATES OF AMERICA;
TO MAINTAIN LAW AND ORDER;
TO FOSTER AND PERPETUATE A ONE HUNDRED PERCENT AMERICANISM;
TO PRESERVE THE MEMORIES AND INCIDENTS OF OUR ASSOCIATION IN ALL WARS;
TO INCULCATE A SENSE OF INDIVIDUAL OBLIGATION TO THE COMMUNITY, STATE, AND NATION;
TO COMBAT THE AUTOCRACY OF BOTH CLASSES AND THE MASSES;
TO MAKE RIGHT THE MASTER OF MIGHT;
TO PROMOTE PEACE AND GOODWILL ON EARTH;
TO SAFEGUARD AND TRANSMIT TO POSTERITY THE PRINCIPLES OF JUSTICE, FREEDOM, AND DEMOCRACY;
TO CONSECRATE AND SANCTIFY OUR COMRADESHIP BY OUR DEVOTION TO MUTUAL HELPFULNESS.

ARTICLE I. NAME AND AUTHORITY

THE NAME OF THIS ORGANIZATION SHALL BE GRANT HODGE POST NO. 17, THE AMERICAN LEGION, DEPARTMENT OF WASHINGTON (HEREINAFTER CALLED "POST"), HAVING RECEIVED ITS CHARTER FROM THE NATIONAL ORGANIZATION OF THE AMERICAN LEGION AND BEING INCORPORATED UNDER AND SUBJECT TO THE LAWS OF THE STATE OF WASHINGTON, NOTHING IN THIS CONSTITUTION OR THE BY-LAWS, STANDING RULES, POLICIES, AND PROCEDURES MAY CONFLICT WITH THE NATIONAL OR DEPARTMENT CONSTITUTION, BY-LAWS, AND STANDING RULES.

ARTICLE II. POLICY

SECTION 1: THE AMERICAN LEGION IS A CIVILIAN ORGANIZATION; MEMBERSHIP THEREIN DOES NOT AFFECT NOR INCREASE LIABILITY FOR MILITARY OR POLICE SERVICE. RANK DOES NOT EXIST IN THE AMERICAN LEGION, AND NO MEMBER SHALL BE ADDRESSED BY MILITARY OR NAVAL TITLE IN ANY CONVENTION OR MEETING OF THE AMERICAN LEGION.

SECTION 2: THE AMERICAN LEGION SHALL BE ABSOLUTELY NON-POLITICAL AND SHALL NOT BE USED FOR THE DISSEMINATION OF PARTISAN PRINCIPLES OR FOR THE PROMOTION OF THE CANDIDACY OF ANY PERSON SEEKING PUBLIC OFFICE OR PREFERMENT.

SECTION 3: THE AMERICAN LEGION SHALL BE NON-SECTARIAN.

SECTION 4: EACH MEMBER SHALL PERFORM FULL DUTY AS A CITIZEN ACCORDING TO HIS/HER OWN CONSCIENCE AND UNDERSTANDING.

SECTION 5: THIS POST IS ORGANIZED TO SERVE THE BEST INTERESTS OF THE VETERAN AND THE CITIZENRY OF THE COMMUNITY IN WHICH IT IS ESTABLISHED AND TO PROMOTE AND UPHOLD AMERICAN IDEALS AS OUTLINED IN THE PREAMBLE.

SECTION 6: ALL RESOLUTIONS OF STATEWIDE OR NATIONAL SCOPE PRESENTED BEFORE THIS POST BY A MEMBER OR REPORTED BY A COMMITTEE SHALL MERELY EMBODY THE OPINION OF THIS POST ON THE SUBJECT, AND A COPY OF SAME SHALL BE FORWARDED TO DEPARTMENT HEADQUARTERS FOR ITS APPROVAL BEFORE ANY PUBLICITY IS GIVEN OR ACTION TAKEN OTHER THAN MERE PASSAGE BY THE POST.

ARTICLE III. MEMBERSHIP

SECTION 1: ANY PERSON SHALL BE ELIGIBLE FOR MEMBERSHIP IN THE AMERICAN LEGION, AND THUS IN THIS POST, WHO:

- A. WAS A MEMBER OF THE UNITED STATES ARMY, NAVY, MARINE CORPS, COAST GUARD, AIR FORCE OR SPACE FORCE AND ASSIGNED TO ACTIVE DUTY DURING ANY PERIOD SO SPECIFIED BY THE U.S. CONGRESS AND PROMULGATED IN NATIONAL AND DEPARTMENT CONSTITUTIONS.
- B. BEING A UNITED STATES CITIZEN AT THE TIME OF ENTRY THEREIN, SERVED ON ACTIVE DUTY IN THE ARMED FORCES OF ANY OF THE GOVERNMENTS ASSOCIATED WITH THE UNITED STATES DURING THE SAME PERIODS.
- C. PROVIDED, HOWEVER, THAT:
 1. SUCH SERVICE SHALL HAVE BEEN TERMINATED BY HONORABLE DISCHARGE OR SEPARATION OR CONTINUED UNDER HONORABLE CONDITIONS AFTER SUCH PERIOD--- AND
 2. NO PERSON SHALL BE ENTITLED TO MEMBERSHIP WHO, BEING IN SUCH SERVICE DURING ANY SUCH PERIOD, REFUSED ON CONSCIENTIOUS, POLITICAL, OR OTHER GROUNDS TO SUBJECT HIMSELF/HERSELF TO MILITARY DISCIPLINE OR UNQUALIFIED SERVICE.

SECTION 2: THERE SHALL BE NO FORM OR CLASS OF MEMBERSHIP EXCEPT AN ACTIVE MEMBERSHIP, AND DUES SHALL BE PAID ANNUALLY, OR FOR LIFE, AS SPECIFIED IN THE BYLAWS.

SECTION 3: NO PERSON SHALL BE A MEMBER AT ANY ONE TIME OF MORE THAN ONE POST.

SECTION 4: THIS POST SHALL BE THE JUDGE OF ITS OWN MEMBERSHIP, SUBJECT TO THE ELIGIBILITY REQUIREMENTS STATED HEREIN, EXCEPT THAT NO PERSON WHO IS A MEMBER OF AN ORGANIZATION WHICH HAS FOR ITS AIM THE OVERTHROW OF THE UNITED STATES GOVERNMENT BY FORCE OR VIOLENCE OR WHO SUBSCRIBES TO THE PRINCIPLES OF ANY GROUP OPPOSED TO OUR FORM OF GOVERNMENT SHALL NOT BE ELIGIBLE TO BECOME OR REMAIN A MEMBER.

- A. EACH APPLICANT FOR MEMBERSHIP IN THIS POST SHALL PRESENT A FULLY EXECUTED OFFICIAL MEMBERSHIP APPLICATION OR TRANSFER FORM, TOGETHER WITH THE CURRENT DUES, FOR A VOTE BY THE POST MEMBERSHIP AS SPECIFIED IN THE BYLAWS.
- B. NO PERSON WHO HAS BEEN EXPELLED BY A POST SHALL BE ADMITTED TO MEMBERSHIP IN ANOTHER POST WITHOUT THE CONSENT OF THE EXPELLING POST, EXCEPT:
 - 1. WHERE SUCH CONSENT HAS BEEN ASKED FOR AND DENIED BY THE EXPELLING POST, AN APPEAL MAY BE MADE TO THE EXECUTIVE COMMITTEE OF THE DEPARTMENT OF THE EXPELLING POST FOR PERMISSION TO BE ADMITTED TO MEMBERSHIP IN ANOTHER POST; AND
 - 2. SUCH PERSON SHALL BE INELIGIBLE FOR MEMBERSHIP UNTIL SUCH PERMISSION IS GRANTED.

SECTION 5: A MEMBER MAY BE EXPELLED OR SUSPENDED FROM THE POST, AND THUS FROM THE AMERICAN LEGION, ONLY AFTER A FAIR TRIAL, WITH THE RIGHT TO APPEAL, AND ONLY FOR DISLOYALTY, NEGLECT OF DUTY, DISHONESTY, OR CONDUCT UNBECOMING A MEMBER OF THE LEGION. THE METHOD OF PREFERRING CHARGES, CONDUCTING THE TRIAL, AND PROVIDING THE RIGHT TO APPEAL SHALL BE AS SPECIFIED IN THE BYLAWS.

ARTICLE IV. OFFICERS

SECTION 1: ELECTED OFFICERS

THE OFFICERS OF THIS POST SHALL BE COMMANDER, 1ST (OR SENIOR) VICE COMMANDER, 2ND (OR JUNIOR) VICE COMMANDER, ADJUTANT, FINANCE OFFICER, HISTORIAN, CHAPLAIN, SERVICE OFFICER, AND SERGEANT-AT-ARMS. THE JUNIOR PAST COMMANDER SHALL BE CONSIDERED AN ELECTED OFFICER, HAVING BEEN PREVIOUSLY ELECTED COMMANDER.

SECTION 2: APPOINTED OFFICERS

THE APPOINTED OFFICERS OF THIS POST SHALL BE THE JUDGE ADVOCATE, ASSISTANT ADJUTANT, AND ASSISTANT FINANCE OFFICER.

SECTION 3: VACANCY IN OFFICE

THE PROVISIONS FOR AUTOMATIC CREATION OF A VACANCY AND FOR FILLING OF A VACANCY SHALL BE SPECIFIED IN THE BYLAWS.

ARTICLE V. EXECUTIVE COMMITTEE

SECTION 1: COMPOSITION

THE EXECUTIVE COMMITTEE SHALL CONSIST OF ALL ELECTED POST OFFICERS, AND THREE ELECTED EXECUTIVE COMMITTEE MEMBERS. (THE JUDGE ADVOCATE SHALL BE A NON-VOTING MEMBER.)

SECTION 2: ELECTED EXECUTIVE COMMITTEE MEMBERS

THE THREE ELECTED EXECUTIVE COMMITTEE MEMBERS SHALL BE SELECTED AT LARGE FROM THE POST MEMBERSHIP, WITH ELECTION AND VACANCY IN OFFICE TO BE THE SAME AS DEFINED FOR ELECTED OFFICERS, EXCEPT THAT ONE MEMBER SHALL BE ELECTED ANNUALLY FOR A THREE-YEAR TERM, THUS PROVIDING STAGGERED TERMS OF OFFICE FOR THESE THREE MEMBERS.

ARTICLE VI. MEETINGS

SECTION 1: POST MEETINGS

REGULAR AND SPECIAL MEETINGS OF THE POST SHALL BE AS SPECIFIED IN THE BYLAWS.

SECTION 2: EXECUTIVE COMMITTEE MEETINGS

REGULAR AND SPECIAL MEETINGS OF THE EXECUTIVE COMMITTEE SHALL BE AS SPECIFIED IN THE BYLAWS, AND EACH MEMBER OF THE EXECUTIVE COMMITTEE WILL BE NOTIFIED OF SCHEDULED MEETINGS.

SECTION 3: QUORUM

A QUORUM AT A POST MEETING, REGULAR OR SPECIAL, SHALL REQUIRE THE PRESENCE OF TEN MEMBERS IN GOOD STANDING. A QUORUM AT AN EXECUTIVE COMMITTEE MEETING, REGULAR OR SPECIAL, SHALL REQUIRE THE PRESENCE OF FIVE MEMBERS OF THE EXECUTIVE COMMITTEE IN GOOD STANDING, PROVIDED THAT AT LEAST ONE OF THE ELECTED EXECUTIVE COMMITTEE MEMBERS IS ALSO PRESENT.

ARTICLE VII. DELEGATES

ELECTION OF DELEGATES AND ALTERNATES TO DISTRICT CONFERENCE AND TO DEPARTMENT CONVENTION SHALL BE AS SPECIFIED IN THE BYLAWS.

ARTICLE VIII. COMMITTEES

SECTION 1: STANDING COMMITTEES

THERE MAY BE THE FOLLOWING STANDING COMMITTEES, APPOINTED AS SPECIFIED IN THE BYLAWS:

AMERICANISM SCOUTS BOYS STATE
COMMUNITY SERVICE & POST ACTIVITIES
ECONOMIC EDUCATION
LAW & ORDER MEMBERSHIP NATIONAL SECURITY
PUBLIC RELATIONS PUBLICITY
REHABILITATION & HOSPITALIZATION (SAL ADVISORY)

SECTION 2: AUDIT COMMITTEE

THERE SHALL BE AN AUDIT COMMITTEE APPOINTED ANNUALLY AS SPECIFIED IN THE BYLAWS.

ARTICLE IX. AUXILIARY

A GRANT HODGE UNIT NO. 17 OF THE AMERICAN LEGION AUXILIARY IS AUTHORIZED AND SHALL BE ORGANIZED AND OPERATED IN COMPLIANCE WITH THE NATIONAL AND DEPARTMENT CONSTITUTIONS OF BOTH THE AMERICAN LEGION AND THE AMERICAN LEGION AUXILIARY. NO ACTIVITY OF THAT UNIT SHALL CONFLICT WITH ACTIVITIES OF THE POST, AND THE POST SHALL ENCOURAGE AND COOPERATE WITH THE UNIT IN ALL OF ITS AUTHORIZED ACTIVITIES.

ARTICLE X. AMENDMENTS & REVISIONS

SECTION 1: THIS CONSTITUTION MAY BE AMENDED OR REVISED AS SPECIFIED IN THE BYLAWS.

SECTION 2: AN AMENDMENT OR REVISION APPROVED IN ACCORDANCE WITH SECTION 1 SHALL NOT BECOME EFFECTIVE UNTIL APPROVED BY THE DEPARTMENT ADJUTANT.

ARTICLE XI. PARLIAMENTARY AUTHORITY

ON ALL MATTERS NOT SPECIFIED IN THE CONSTITUTION, THE POST BYLAWS, THE POST OFFICERS HANDBOOK, THE MANUAL OF CEREMONIES, OR THE DEPARTMENT OR NATIONAL CONSTITUTION AND/OR BYLAWS, ROBERT'S RULES OF ORDER, OR THE STANDARD CODE OF PARLIAMENTARY PROCEDURE (REVISED BY THE AMERICAN INSTITUTE OF PARLIAMENTARIANS) SHALL APPLY.

ARTICLE XII. POST BYLAWS

THE BYLAWS OF THIS POST MAY BE ADOPTED, AMENDED, OR REVISED IN ACCORDANCE WITH ITS PROVISIONS THEREFORE, EXCEPT THAT NO ACTION SHALL BE TAKEN BASED UPON THAT ADOPTION, AMENDMENT, OR REVISION UNTIL REVIEWED BY THE DEPARTMENT.

PROPOSED TO POST NO. 17 MEMBERSHIP ON May 2, 2024 TO BE VOTED ON AT THE REGULAR MEETING ON June 6, 2024 APPROVED ON June 6, 2024 AT THE REGULAR MEETING, A QUORUM BEING PRESENT, AND EMAILED TO THE DEPARTMENT ON June 10, 2024

CERTIFIED:


POST ADJUTANT


POST COMMANDER

.....
REVIEWED BY THE DEPARTMENT ON _____ (DATE)
AT _____ (LOCATION).

CERTIFIED:

DEPARTMENT ADJUTANT

GRANT HODGE POST 17
THE AMERICAN LEGION
DEPARTMENT OF WASHINGTON
CENTRALIA, WASHINGTON



BYLAWS

REVISED JUNE 6, 2024

GRANT HODGE POST NO. 17

THE AMERICAN LEGION, DEPARTMENT OF WASHINGTON

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GRANT HODGE

POST NO. 17 BYLAWS

ARTICLE I. ELECTION OF POST OFFICERS

SECTION 1. NOMINATION

- A. NOT LATER THAN THE REGULAR MEETING IN FEBRUARY, THE COMMANDER SHALL APPOINT A NOMINATING COMMITTEE CONSISTING OF A CHAIRMAN AND TWO MEMBERS, ALL OF WHOM SHALL BE POST MEMBERS IN GOOD STANDING. SUCH APPOINTMENT SHALL BE SUBJECT TO MEMBERSHIP APPROVAL.
- B. THE NOMINATING COMMITTEE SHALL PRESENT ITS RECOMMENDATIONS FOR EACH POST ELECTIVE OFFICE, INCLUDING EXECUTIVE COMMITTEE MEMBERS, AT THE REGULAR POST MEETING IN APRIL, AND EACH NOMINEE SHALL HAVE AGREED TO SERVE IF ELECTED.
- C. NOMINATIONS FROM THE FLOOR SHALL BE OPEN AT THE REGULAR POST MEETING IN APRIL AND CONTINUED AT THE REGULAR POST MEETING IN MAY.

SECTION 2. ELIGIBILITY

- A. ANY POST MEMBER IN GOOD STANDING IS ELIGIBLE FOR ANY POST OFFICE.
- B. NO MEMBER MAY SERVE IN MORE THAN ONE OFFICE AT ONE TIME. THE FOLLOWING MAY BE A COMBINED OFFICE FOR THAT YEAR:
 - (1) ADJUTANT AND FINANCE OFFICER
 - (2) SERVICE OFFICER AND ANY OTHER OFFICE
- C. EACH OFFICER REGULARLY HANDLING AMERICAN LEGION MONIES SHALL BE PROPERLY BONDED OR INSURED WITH A GOOD AND SOLVENT COMPANY TO COVER DOUBLE THE AVERAGE ANNUAL FUNDS HANDLED BY THAT INDIVIDUAL

SECTION 3. ELECTIONS

- A. ELECTIONS SHALL BE HELD AT THE REGULAR POST MEETING IN MAY.
- B. ELECTIONS SHALL BE CONDUCTED EXCEPT THAT, FOR ANY OFFICE FOR WHICH THERE IS ONLY ONE NOMINEE, ELECTION SHALL BE BY

ACCLAMATION, DECLARED BY THE COMMANDER, PROVIDED THAT A QUORUM IS PRESENT.

- C. ELECTION REQUIRES A MAJORITY OF VOTES CAST, PROVIDED THAT A QUORUM IS PRESENT.
- D. IMMEDIATELY FOLLOWING AN ELECTION, THE CURRENT ADJUTANT SHALL FORWARD TO DEPARTMENT HEADQUARTERS THE REQUIRED REPORTS OF THE ELECTED OFFICERS' NAMES, ADDRESSES, PHONE NUMBERS, AND EMAIL ADDRESSES SPECIFYING THE DATE OF ELECTION AND SCHEDULED DATE OF INSTALLATION.
- E. ON THE FORMS PROVIDED BY DEPARTMENT HEADQUARTERS, THE CURRENT ADJUTANT SHALL CERTIFY THE ELIGIBILITY OF EACH ELECTED OFFICER AFTER INSPECTING EACH OFFICER'S EVIDENCE OF QUALIFYING SERVICE.

SECTION 4. INSTALLATION

- A. INSTALLATION OF POST OFFICERS SHALL BE CONDUCTED AFTER THE ELECTION BUT PRIOR TO THE DEPARTMENT CONVENTION.
- B. NO NEWLY ELECTED OR APPOINTED POST OFFICER, REGARDLESS OF THE DATE OF INSTALLATION, MAY ASSUME THEIR DUTIES OF OFFICE EARLIER THAN THE FIRST DAY FOLLOWING THE CLOSE OF THE ANNUAL DEPARTMENT CONVENTION

ARTICLE II. APPOINTMENT OF POST OFFICERS

OFFICERS SPECIFIED IN THE CONSTITUTION ARTICLE IV, SECTION 2, SHALL BE APPOINTED BY THE COMMANDER AND APPROVED BY THE MEMBERSHIP AT THE FIRST REGULAR MEETING AFTER THE COMMANDER ASSUMES THE DUTIES OF THAT OFFICE.

ARTICLE III. VACANCY IN OFFICE

SECTION 1. COMMANDER

IN THE EVENT OF A VACANCY IN THE OFFICE OF POST COMMANDER FOR ANY REASON, THE 1ST (SENIOR) VICE COMMANDER SHALL ASSUME THE OFFICE, THUS CREATING A VACANCY IN THE OFFICE OF 1ST (SENIOR) VICE COMMANDER.

SECTION 2. 1ST (SENIOR) VICE COMMANDER

IN THE EVENT OF A VACANCY IN THE OFFICE OF THE 1ST (SENIOR) VICE COMMANDER FOR ANY REASON, THE 2ND (JUNIOR) VICE COMMANDER SHALL ASSUME THE OFFICE, THUS CREATING A VACANCY IN THE OFFICE OF THE 2ND (JUNIOR) VICE COMMANDER.

SECTION 3. ALL OTHER OFFICES

IN THE EVENT OF A VACANCY IN ANY ELECTED OFFICE, EXCEPT AS SPECIFIED IN SECTIONS 1 AND 2 ABOVE, INCLUDING THOSE OF THE EXECUTIVE COMMITTEE MEMBERS, THE VACANCY SHALL BE ANNOUNCED AT THE FIRST MEETING FOLLOWING THE VACANCY. ALL MEMBERS SHALL BE NOTIFIED OF THE VACANCY AND THE DATE OF ELECTION. THE NOMINATION AND ELECTION TO FILL THE UNEXPIRED TERM SHALL BE HELD AT THE NEXT REGULAR MEETING UNDER THE ELIGIBILITY AND VOTING REQUIREMENTS SPECIFIED IN ARTICLE I. ABOVE

SECTION 4. RESIGNATION

A RESIGNATION FROM ANY OFFICER SHALL BE SUBMITTED IN WRITING TO THE COMMANDER OR ADJUTANT OR ORALLY AT A REGULAR EXECUTIVE COMMITTEE OR POST MEETING. SUCH RESIGNATION SHALL BE CONSIDERED EFFECTIVE ON THE DATE RECEIVED.

SECTION 5. REMOVAL FROM OFFICE

THE POST SHALL HAVE THE POWER TO REMOVE ANY POST OFFICER IN ACCORDANCE WITH THE PROVISIONS OF THIS SECTION:

- A. FAILURE TO PRESENT EVIDENCE OF QUALIFYING SERVICE TO THE ADJUTANT WITHIN 30 DAYS FOLLOWING ELECTION IN ORDER TO SATISFY THE REQUIREMENTS OF ARTICLE I, SECTION 2.E, ABOVE SHALL CREATE AN AUTOMATIC VACANCY IN THAT OFFICE.
- B. FAILURE TO ATTEND THREE CONSECUTIVE REGULAR OR PROPERLY CALLED SPECIAL MEETINGS OF THE POST OR, IF APPLICABLE, THE EXECUTIVE COMMITTEE, SHALL CREATE AN AUTOMATIC VACANCY IN THAT OFFICE UNLESS, BY A 2/3 VOTE, THE POST MEMBERSHIP ACCEPTS THAT MEMBER'S EXCUSE FOR AT LEAST ONE OF THOSE THREE MEETINGS.
- C. REMOVAL OTHERWISE MUST BE BASED ON MALFEASANCE OR MISFEASANCE IN OFFICE, NEGLIGENCE OF DUTY, FAILURE TO CARRY OUT IN GOOD FAITH THE PROVISIONS OF THE POST CONSTITUTION, OR FLAGRANT VIOLATION OF THE POST BYLAWS. IGNORANCE OF THE PROVISIONS IS NOT AN EXCUSE.
 - (1) CHARGES SHALL BE IN WRITING, SIGNED BY THE POST MEMBER(S).

- (2) A COPY OF SUCH CHARGES SHALL BE SENT BY CERTIFIED MAIL TO THE OFFICER BEING CHARGED, WITH A COVER LETTER SPECIFYING THE DATE OF THE MEETING AT WHICH THE TRIAL SHALL BE CONDUCTED.
- (3) THE MEMBERSHIP SHALL BE NOTIFIED THAT A TRIAL ON CHARGES WILL BE CONDUCTED AT THE MEETING SPECIFIED, BUT DETAILS OF THE CHARGES SHALL NOT BE PROMULGATED.
- (4) AT THAT MEETING THE CHARGES SHALL BE READ AND BOTH THE MEMBER(S) PREFERRING CHARGES AND THE OFFICER BEING CHARGED SHALL BE GIVEN AN OPPORTUNITY TO TESTIFY AND PRESENT WITNESSES.
- (5) AFTER ALL THE PARTIES HAVE BEEN HEARD AND THE MEMBERSHIPS QUESTIONS ANSWERED, THE MEMBERSHIP SHALL VOTE BY SECRET BALLOT WHETHER THE OFFICER CHARGED SHALL BE REMOVED FROM OFFICE, A 2/3 VOTE BEING REQUIRED.
- (6) IF THE VOTE IS IN THE AFFIRMATIVE, THE REMOVAL SHALL TAKE EFFECT IMMEDIATELY, CREATING A VACANCY IN THAT OFFICE.

ARTICLE IV. DUTIES OF OFFICERS

SECTION 1. THE COMMANDER SHALL BE THE CHIEF EXECUTIVE OFFICER AND, AS SUCH, SHALL OVERSEE AND SUPERVISE ALL PROGRAMS AND ACTIVITIES OF THE POST INCLUDING THE DUTIES AND RESPONSIBILITIES OF OTHER POST OFFICERS AND COMMITTEES. THE COMMANDER MAKES ALL REQUIRED APPOINTMENTS, APPROVES THE SIGNING OF ALL APPLICABLE VOUCHERS AND CHECKS PRIOR TO PAYMENT BY THE FINANCE OFFICER, SERVES AS AN EX-OFFICIO MEMBER OF ALL COMMITTEES EXCEPT THE AUDIT AND NOMINATING COMMITTEES, REPRESENTS THE POST AT AMERICAN LEGION FUNCTIONS AS NORMALLY ARE REQUIRED OF SUCH AN OFFICE AND AS DIRECTED BY THE POST AND EXECUTIVE COMMITTEE.

SECTION 2. THE VICE COMMANDERS SHALL, IN ORDER OF SENIORITY, PERFORM THE DUTIES OF THE POST COMMANDER IN HIS/HER ABSENCE OR TEMPORARY INABILITY TO SERVE. THEY SHALL REPRESENT THE COMMANDER AS REQUESTED AND SHALL PERFORM SUCH OTHER ASSIGNMENTS AS REQUESTED BY THE COMMANDER OR DIRECTED BY THE POST OR EXECUTIVE COMMITTEE.

- A. THE 1ST (OR SENIOR) VICE COMMANDER SHALL BE TASKED WITH POST MEMBERSHIP RECRUITING AND RETENTION.

- B. THE 2ND (OR JUNIOR) VICE COMMANDER SHALL BE TASKED WITH POST COMMUNITY SERVICE AND POST ACTIVITIES.

SECTION 3. THE POST ADJUTANT SHALL:

- A. KEEP MINUTES OF ALL POST AND EXECUTIVE MEETINGS.
- B. CALL THE ROLL OF OFFICERS AT EACH MEETING AND ATTACH A CERTIFIED COPY WITH THE MINUTES OF THE MEETING.
- C. ENSURE THAT EACH SET OF MINUTES IS AVAILABLE TO THE MEMBERSHIP AND APPROVED.
- D. GIVE NOTICE OF ALL MEETINGS.
- E. MAINTAIN A COMPLETE RECORD OF THE MEMBERSHIP.
- F. RECEIVE MEMBER'S DUES AND ISSUE INDIVIDUAL MEMBERSHIP CARDS.
- G. PROVIDE THE POST FINANCE OFFICER WITH THE DUES RECEIVED, AT LEAST ONCE A MONTH.
- H. PROVIDE DEPARTMENT AND DISTRICT WITH ALL REQUIRED REPORTS AND CERTIFICATIONS.
- I. ENSURE THAT A COPY OF THE POST CONSTITUTION AND BYLAWS AND A COPY OF DEPARTMENT BYLAWS AND STANDING RULES ARE ON HAND AT EACH POST AND EXECUTIVE COMMITTEE MEETING.
- J. PERFORM SUCH OTHER DUTIES AS REQUIRED IN THE POST CONSTITUTION, THESE BYLAWS, AND AS CUSTOMARY FOR THAT OFFICE.

SECTION 4. THE POST FINANCE OFFICER SHALL:

- A. RECEIVE AND DISBURSE ALL POST FUNDS AS AUTHORIZED BY THE EXECUTIVE COMMITTEE, WITHIN ITS POWER, OR BY THE POST MEMBERSHIP.
- B. MAINTAIN RECORDS OF ALL RECEIPTS AND DISBURSEMENTS AND THE PURPOSE THEREFORE IN A STANDARD AND UNIFORM ACCOUNTING SYSTEM.
- C. PREPARE ALL CHECKS AND VOUCHERS, MAINTAINING A FILE OF SUCH VOUCHERS.
- D. RENDER A MONTHLY ACCOUNTING OF RECEIPTS AND DISBURSEMENTS TO THE EXECUTIVE COMMITTEE.

- E. MAKE AN ANNUAL REPORT TO THE POST.
- F. PREPARE AND FILE APPLICABLE REPORTS TO THE INTERNAL REVENUE SERVICE AND OTHER STATE, COUNTY, AND/OR COMMUNITY ENTITIES.
- G. EXECUTE AND DELIVER TO THE EXECUTIVE COMMITTEE FOR THEIR APPROVAL A SURETY BOND COVERING THAT OFFICER AND ANY OTHER POST OFFICERS, COMMITTEE CHAIRMAN, OR EMPLOYEES HANDLING POST FUNDS IN SUCH PENAL SUM AS TO BE AT LEAST TWICE THE AVERAGE ANNUAL SUM HANDLED BY SUCH INDIVIDUAL.
- H. HAVE THE FINANCIAL RECORDS OF THE POST READY FOR AUDIT BY THE EXECUTIVE COMMITTEE AND AVAILABLE FOR INFORMATION ON THE POST MEMBERS, AT REASONABLE TIMES UPON REQUEST.

SECTION 5. THE DUTIES OF THE CHAPLAIN SHALL BE AS ARE USUAL FOR THAT OFFICE AND, IN ACCORDANCE WITH THE POST CONSTITUTION, ALL SERVICES SHALL BE NON-SECTARIAN.

SECTION 6. THE HISTORIAN SHALL MAINTAIN A RECORD OF THE POST ACTIVITIES, INCLUDING, BUT NOT LIMITED TO, NEWSPAPER ARTICLES, PICTURES, POST BULLETINS, AND A NARRATIVE RECORD OF THE POST'S YEAR.

SECTION 7. THE SERVICE OFFICER SHALL:

- A. ASSIST MEMBERS AND OTHER VETERANS WITH REQUESTED HELP IN THE PROSECUTION OF ALL CLAIMS WITH THE GOVERNMENT IF THEY ARE AN ACCREDITED SERVICE OFFICER.
- B. HAVE CHARGE OF ALL PROBLEMS RELATING TO THE WELFARE OF MEMBERS OF THIS POST.
- C. CONDUCT ALL INVESTIGATIONS AND ADMINISTER ALL RELIEF, INCLUDING THE EXPENDITURE OF FUNDS PROVIDED UNDER THE STATE INDIGENT SOLDIERS AND SAILORS RELIEF ACT.
- D. MAINTAIN CLOSE LIAISON WITH THE DEPARTMENT SERVICE OFFICER.
- E. COORDINATE SUCH POST ACTIVITIES AS MAY BE RELATED TO VETERANS' HOSPITALS AND HOMES IN THE VICINITY OF THE POST.

SECTION 8. THE SERGEANT-AT-ARMS SHALL PERFORM THOSE DUTIES AS ARE USUAL TO THAT OFFICE,

SECTION 9. THE JUNIOR PAST COMMANDER SHALL PERFORM THOSE DUTIES SPECIFIED IN THE POST CONSTITUTION AND THESE BYLAWS AND SHARE WITH THE CURRENT COMMANDER THE EXPERIENCES OF THE PREVIOUS YEAR AND LESSONS LEARNED.

ARTICLE V. EXECUTIVE COMMITTEE

SECTION 1. DUTIES OF THE BODY:

THE EXECUTIVE COMMITTEE SHALL ACT AS A GENERAL ADVISORY BOARD TO THE COMMANDER; SHALL APPROVE THE ACCOUNTS OF THE FINANCE OFFICER; SHALL ACT IN AN EMERGENCY WHEN THE POST IS NOT IN SESSION, EXCEPT THAT SUCH ACTION SHALL BE RATIFIED AT THE NEXT POST MEETING; AND SHALL PERFORM THOSE DUTIES SPECIFIED IN THE POST CONSTITUTION AND THESE BY-LAWS AND AS ARE USUALLY INCIDENT TO SUCH A BODY.

SECTION 2. AUDIT COMMITTEE:

AS APPROVED BY THE COMMANDER, THREE MEMBERS OF THE EXECUTIVE COMMITTEE SHALL FUNCTION AS AN AUDIT COMMITTEE, EXCLUDING THE CURRENT AND IMMEDIATE PAST COMMANDER AND FINANCE OFFICER, TO PROVIDE AN AUDIT OF THE ACCOUNTS OF THE FINANCE OFFICER BETWEEN THE CLOSE OF THE DEPARTMENT CONVENTION AND THE FIRST POST MEETING IN AUGUST OF THAT LEGION YEAR, REPORTING ITS FINDINGS AT THE MEETING IN SEPTEMBER.

SECTION 3. MEETINGS:

MEMBERS OF THE EXECUTIVE COMMITTEE SHALL MEET IN JOINT SESSION WITH MEMBERS OF THE AUXILIARY, SAL, AND ALR TO ESTABLISH THE YEAR'S CALENDAR OF EVENTS; SHALL MEET AT LEAST MONTHLY IN REGULAR SESSION; AND SHALL MEET IN SPECIAL SESSION WHEN CALLED BY THE COMMANDER OR REQUESTED IN WRITING BY THREE MEMBERS OF THE EXECUTIVE COMMITTEE. ALL MEMBERS OF THE EXECUTIVE COMMITTEE SHALL BE GIVEN DUE NOTIFICATION OF EACH MEETING DATE, TIME, AND PLACE.

SECTION 4. MINUTES:

THE MINUTES OF EACH EXECUTIVE COMMITTEE MEETING SHALL BE DISTRIBUTED AT THE NEXT REGULAR POST MEETING FOR APPROVAL BY THE MEMBERSHIP. ANY EXCEPTION TAKEN BY A MEMBER TO ANY ACTION OF THE EXECUTIVE COMMITTEE SHALL BE CONSIDERED BY THE POST MEMBERSHIP IN ATTENDANCE, SUBJECT TO THE PROVISIONS OF ROBERT'S RULES OF ORDER.

ARTICLE VI. DELEGATES TO DISTRICT CONFERENCE AND DEPARTMENT CONVENTION

SECTION 1. DISTRICT SPRING CONFERENCE

- A. THE POST IS ENTITLED TO AND SHALL ELECT ONE DELEGATE AND ONE ALTERNATE TO THE DISTRICT SPRING CONFERENCE FOR THE PURPOSE OF CASTING THE POST'S VOTE FOR DISTRICT COMMANDER, VICE COMMANDER, AND SUCH OTHER OFFICERS AS MAY BE AUTHORIZED FOR THE COMING YEAR AND FOR ANY OTHER DISTRICT BUSINESS BROUGHT BEFORE THE DELEGATES AT THAT MEETING.

- B. SINCE THE ADJUTANT IS REQUIRED TO CERTIFY THE NAMES OF THE DELEGATE AND ALTERNATE IN WRITING TO THE DISTRICT COMMANDER AT LEAST FIVE DAYS PRIOR TO THE SPRING CONFERENCE. THE NOMINATION AND ELECTION OF THE DELEGATE AND ALTERNATE SHALL BE HELD AT LEAST TEN DAYS PRIOR TO THAT MEETING.

SECTION 2. OTHER DISTRICT CONFERENCES

WHEN OTHER DISTRICT CONFERENCES ARE DULY CONVENED AND POST DELEGATES AND ALTERNATES SPECIFIED BY DISTRICT/DEPARTMENT. THEIR ELECTION AND CERTIFICATION SHALL BE THE SAME AS SPECIFIED FOR THE SPRING CONFERENCE.

SECTION 3. DEPARTMENT ANNUAL CONVENTION

- A. SINCE THE POST IS ENTITLED TO AT LEAST ONE DELEGATE AND ONE ALTERNATE AND MAY BE ENTITLED TO MORE, AS SPECIFIED IN THE DEPARTMENT BYLAWS, THE NOMINATION AND ELECTION OF SUCH DELEGATES AND ALTERNATES SHOULD BE HELD AT THE SAME TIME AS THE ANNUAL ELECTION OF POST OFFICERS, BUT SHALL NOT BE HELD LESS THAN FORTY-FIVE DAYS PRIOR TO THE CALLED DEPARTMENT CONVENTION (THE OUTGOING POST COMMANDER SHALL AUTOMATICALLY BE THE FIRST DELEGATE).

ARTICLE VII. COMMITTEES

SECTION 1. STANDING COMMITTEES

THE COMMANDER MAY APPOINT A CHAIRPERSON FOR EACH OF THE STANDING COMMITTEES LISTED IN THE CONSTITUTION ARTICLE VIII, SECTION 1, NOTING BYLAWS ARTICLE IV, SECTION 2, AND MAY APPOINT AS MANY MEMBERS OF EACH COMMITTEE

AS DEEMED NECESSARY, SUBJECT TO APPROVAL AT THE NEXT POST MEMBERSHIP MEETING.

SECTION 2. SPECIAL COMMITTEES

THE COMMANDER SHALL APPOINT A CHAIRPERSON TO ANY SPECIAL COMMITTEE DEEMED NEEDED FOR CONDUCTING POST BUSINESS AND AS MANY MEMBERS AS REQUIRED.

ARTICLE VIII. MEETINGS

SECTION 1. REGULAR MEETINGS

REGULAR MEETINGS SHALL BE HELD AT LEAST ONCE A MONTH AT THE POST HOME, THE TIME AND DATE WILL BE SET BY THE POST MEMBERSHIP AT A REGULAR MEETING OF THE MEMBERSHIP, THE LOCATION, DATE, AND TIME MAY BE CHANGED BY SPECIFIC ACTIONS OF THE POST MEMBERSHIP, AT A REGULAR MEETING, PROVIDED THE CHANGE IS POSTED ON THE WEBSITE, SOCIAL MEDIA, AND AT THE POST HOME. AT LEAST ONE WEEK IN ADVANCE OF THE CHANGED MEETING.

SECTION 2. SPECIAL MEETINGS

SPECIAL MEETINGS MAY BE CALLED AT ANY TIME BY THE POST COMMANDER, BY A MAJORITY OF THE POST EXECUTIVE COMMITTEE, OR UPON WRITTEN DEMAND OF ANY TEN MEMBERS IN GOOD STANDING OF THE POST. AS MUCH ADVANCE NOTICE OF THE SPECIAL MEETING SHALL BE GIVEN AS POSSIBLE, AS EMERGENCIES OF THE PARTICULAR SITUATION ALLOW.

ARTICLE IX. DUES

SECTION 1. ANNUAL DUES

- A. THE ANNUAL DUES OF POST 17 MAY BE SET OR CHANGED BY THE GENERAL MEMBERSHIP. NOTIFICATION OF THE CHANGE WILL BE POSTED IN THE NEWSLETTER AND SOCIAL MEDIA.
- B. THE AMOUNT OF DUES WILL INCLUDE THE DEPARTMENT AND NATIONAL PER-CAPITA. THE POST SHALL PAY THE DEPARTMENT AND NATIONAL PER-CAPITA FOR THOSE ELECTED BY THE POST TO LIFE MEMBERSHIP, AND THOSE MEMBERS WHO ARE BEGINNING THEIR FIFTY-FIRST (OR HIGHER) YEAR OF MEMBERSHIP.
- C. THOSE WHO ARE PAID UP FOR LIFE (PUFL) MEMBERS WILL HAVE THEIR POST DUES PAID BY NATIONAL THROUGH DEPARTMENT FROM THE

INCOME NATIONAL DERIVES FROM THE PUFL LUMP SUM DUES PAYMENT.

- D. THE POST, AT ITS DISCRETION, MAY GRANT LIFE MEMBERSHIP IN THE POST TO ANY MEMBER IN GOOD STANDING, FOR LONG AND/OR OUTSTANDING SERVICE TO THE POST, WITH THE POST THEN PAYING SUCH MEMBER'S NATIONAL AND DEPARTMENT PER-CAPITA AS LONG AS THAT MEMBER REMAINS A MEMBER OF THIS POST.
- E. NO MEMBER SHALL BE REPORTED TO DEPARTMENT OR NATIONAL HEADQUARTERS AS BEING IN GOOD STANDING UNTIL HIS/HER DUES FOR THE CURRENT YEAR HAVE BEEN PAID IN FULL BY THE MEMBER OR AS PROVIDED IN (C) OR (D) ABOVE.

SECTION 2. DELINQUENCY/SUSPENSION/FORFEITURE

ANY MEMBER WHOSE DUES ARE NOT PAID BY JANUARY 1ST IS DELINQUENT. A DELINQUENT MEMBER, WHOSE DUES REMAIN UNPAID ON FEBRUARY 1ST SHALL BE SUSPENDED FROM ALL PRIVILEGES OF MEMBERSHIP. A SUSPENDED MEMBER WHOSE DUES REMAIN UNPAID BY JUNE 30TH SHALL FORFEIT MEMBERSHIP IN THE AMERICAN LEGION.

SECTION 3. REINSTATEMENT

DELINQUENT MEMBERS WHOSE DUES ARE PAID ON OR BEFORE FEBRUARY 1ST SHALL BE AUTOMATICALLY REINSTATED AS A MEMBER IN GOOD STANDING FOR THE REMAINDER OF THAT YEAR. A MEMBER WHO HAS BEEN SUSPENDED OR WHOSE MEMBERSHIP HAS BEEN FORFEITED MAY BE REINSTATED AS A MEMBER IN GOOD STANDING WITH PAYMENT OF CURRENT DUES FOR THE YEAR IN WHICH REINSTATEMENT OCCURS AT THE POST.

ARTICLE X. FINANCES

SECTION 1. THE FISCAL YEAR FOR THIS POST SHALL BE AUGUST 1ST THROUGH JULY 31ST.

SECTION 2. THE OUTGOING FINANCE OFFICER SHALL PREPARE A BUDGET FOR THE COMING YEAR WHICH SHALL BE REVIEWED BY THE EXECUTIVE COMMITTEE AND PRESENTED FOR APPROVAL BY THE POST AT THE REGULAR SEPTEMBER MEETING.

ARTICLE XI. MEMBERS

SECTION 1. APPLICANTS

APPLICANTS FOR NEW AND TRANSFERRED MEMBERSHIP IN THIS POST SHALL PRESENT A WRITTEN APPLICATION FOR MEMBERSHIP, PROVIDE EVIDENCE OF ELIGIBILITY AS SPECIFIED IN THE CONSTITUTION, AND PAY CURRENT POST DUES, UNLESS A TRANSFER HAS PAID THE CURRENT YEAR'S DUES TO THE FORMER POST. EACH TRANSFERRED APPLICATION MAY REQUIRE APPROVAL BY THE POST MEMBERSHIP AT A REGULAR MEETING.

SECTION 2. SUSPENSION/EXPULSION OF MEMBERS

- A. A MEMBER MAY BE SUSPENDED OR EXPELLED FROM THE AMERICAN LEGION AND THIS POST ONLY UPON PROPER SHOWING OF JUST CAUSE, BASED ON DISLOYALTY, NEGLECT OF DUTY, DISHONESTY, OR CONDUCT UNBECOMING OF A MEMBER OF THE LEGION.
1. CHARGES SHALL BE MADE IN WRITING, SIGNED BY THE POST MEMBER(S) PREFERRING CHARGES, AND HANDED TO THE COMMANDER OR ADJUTANT.
 2. A COPY OF SUCH CHARGES SHALL BE SENT CERTIFIED MAIL TO THE MEMBER BEING CHARGED, WITH A COVER LETTER SPECIFYING THE DATE OF THE MEETING AT WHICH THE TRIAL WILL BE CONDUCTED.
 3. THE MEMBERSHIP SHALL BE NOTIFIED THAT A TRIAL ON CHARGES WILL BE CONDUCTED AT THE MEETING SPECIFIED, BUT DETAILS OF THE CHARGES SHALL NOT BE PROMULGATED.
 4. AT THAT MEETING, THE CHARGES SHALL BE READ AND BOTH THE MEMBER(S) PREFERRING AND THE MEMBER BEING CHARGED SHALL BE GIVEN AN OPPORTUNITY TO TESTIFY AND TO PRESENT WITNESSES.
 5. AFTER ALL PARTIES HAVE BEEN HEARD AND THE MEMBERSHIP'S QUESTIONS ANSWERED, THE MEMBERSHIP SHALL VOTE BY SECRET BALLOT WHETHER THE MEMBER SO CHARGED IS INNOCENT OR GUILTY AS CHARGED.
 6. IF THE VOTE IS IN THE AFFIRMATIVE, THE MEMBER AND THE DEPARTMENT ADJUTANT SHALL BE NOTIFIED IN WRITING IMMEDIATELY. THE MEMBERSHIP SHALL VOTE BY SECRET BALLOT WHETHER THE MEMBER SO CHARGED SHALL BE SUSPENDED OR EXPELLED, A 2/3 VOTE BEING REQUIRED FOR EITHER ACTION.

- B. ANY MEMBER WHO HAS BEEN SUSPENDED OR EXPELLED BY THIS POST HAS THE RIGHT OF APPEAL TO THE DEPARTMENT EXECUTIVE COMMITTEE WHOSE DECISION SHALL BE FINAL.

ARTICLE XII. POST FUNDS

THE POST FUNDS SHALL NOT BE PLEDGED TO SUPPORT ANY MONEY-RAISING MEMBER VENTURE MANAGED OR CONTROLLED BY ANY PRIVATE PROMOTER. ANY OFFICER OR COMMITTEE MEMBER VIOLATING THIS PROVISION SHALL BE REMOVED FROM THAT OFFICE OR COMMITTEE.

ARTICLE XIII. USE OF THE LEGION NAME AND INSIGNIA

THIS POST WILL AT ALL TIMES COMPLY WITH THE NATIONAL CONSTITUTION AND MANDATES OF THE NATIONAL CONVENTIONS AND NATIONAL EXECUTIVE COMMITTEE REGARDING THE USE OF THE LEGION NAME AS COPYRIGHTED AND/OR PATENTED UNDER THE LAWS OF THE UNITED STATES OF AMERICA.

ARTICLE XIV. AMERICAN LEGION AUXILIARY

SECTION 1. THIS POST RECOGNIZES AN AUXILIARY ORGANIZATION TO BE KNOWN AS THE AUXILIARY UNIT OF THE GRANT HODGE POST 17, THE AMERICAN LEGION.

SECTION 2. MEMBERSHIP IN THE AUXILIARY SHALL BE PRESCRIBED BY THE NATIONAL CONSTITUTION OF THE AMERICAN LEGION AUXILIARY.

ARTICLE XV. S.A.L. ORGANIZATION

SECTION 1. SQUADRON:

THE SQUADRON LEVEL FOR THE S.A.L. SHALL BE KNOWN AS THE SONS OF THE AMERICAN LEGION, GRANT HODGE SQUADRON 17, HEREAFTER REFERRED TO AS "SQUADRON", WHICH:

- A. SHALL OPERATE UNDER A SQUADRON CONSTITUTION AND BYLAWS, WHICH HAVE BEEN APPROVED BY THE POST EXECUTIVE COMMITTEE.
- B. IS UNDER THE SUPERVISION OF AND RESPONSIBLE TO THE POST EXECUTIVE COMMITTEE THROUGH THE POST S.A.L. ADVISOR.

- C. THE SQUADRON PROGRAM MUST REPORT TO THE POST EXECUTIVE COMMITTEE NO LESS FREQUENTLY THAN MONTHLY. THESE REPORTS MUST INCLUDE FINANCIAL REPORTS AND MEETING MINUTES.
- D. THE POST FINANCE OFFICER MUST BE A SIGNATORY ON THE SQUADRON BANK ACCOUNT.
- E. THE S.A.L. PROGRAM MEMBERS SHALL CONDUCT THEMSELVES ACCORDING TO NOT ONLY THEIR CONSTITUTION AND BYLAWS, BUT IN ACCORDANCE WITH THE CONSTITUTION AND BYLAWS OF THEIR RESPECTIVE LEGION FAMILY ORGANIZATIONS, DETACHMENT AND NATIONAL.
- F. S.A.L. ELECTED AND APPOINTED OFFICERS SHALL BE RATIFIED BY THE POST MEMBERSHIP.
- G. THE POST MAY REMOVE AND REPLACE OFFICERS OF THE S.A.L. PROGRAM AT WILL BY VOTE OF THE MEMBERSHIP.
- H. SQUADRON FUNDS SHALL BE TRANSMITTED TO THE POST FINANCE OFFICER TO BE HELD AND ACCOUNTED FOR SEPARATELY FROM OTHER POST FUNDS.

ARTICLE XVI. AMERICAN LEGION RIDERS (ALR)

SECTION 1. THE POST SHALL BE THE HOST OF AN AMERICAN LEGION RIDERS CHAPTER AUTHORIZED BY NATIONAL EXECUTIVE COMMITTEE RESOLUTION 5 AND THE AMERICAN LEGION NAME AND EMBLEM USE AND PROTECTION GUIDE

- A. ALL ALR OFFICERS, TRUSTEES, ETC. MUST BE RATIFIED BY THE POST MEMBERSHIP. ELECTIONS FOR THE AMERICAN LEGION RIDERS SERVE ONLY TO NOMINATE THE NEW SLATE OF OFFICERS—WHO ARE THEN INSTALLED BY THE POST COMMANDER.
- B. THE POST MAY REMOVE AND REPLACE OFFICERS OF THE POST ALR PROGRAM AT WILL BY THE VOTE OF MEMBERSHIP. ALL VACANCIES IN THE ALR PROGRAM MUST BE FILLED BY THE ALR AND RATIFIED BY THE POST MEMBERSHIP.
- C. THE ALR PROGRAM MUST REPORT TO THE POST EXECUTIVE COMMITTEE NO LESS FREQUENTLY THAN MONTHLY. THESE REPORTS MUST INCLUDE FINANCIAL REPORTS AND MEETING MINUTES.

- D. THE POST FINANCE OFFICER MUST BE A SIGNATORY ON THE ALR BANK ACCOUNT. THE ALR PROGRAM BYLAWS MUST BE APPROVED BY THE POST EXECUTIVE COMMITTEE.
- E. ALR MEMBERS SHALL CONDUCT THEMSELVES ACCORDING TO NOT ONLY THEIR CONSTITUTION AND BYLAWS, BUT IN ACCORDANCE WITH THE CONSTITUTION AND BYLAWS OF THEIR RESPECTIVE LEGION FAMILY ORGANIZATIONS, DEPARTMENT AND NATIONAL.

ARTICLE XVII. MATTERS OF POLICY

SECTION 1. ALL RESOLUTIONS, MOTIONS, OR PROPOSALS RELATING TO OR AFFECTING THE GENERAL POLICY OF THE POST SHALL BE DISTRIBUTED, OFFERED, OR MADE AT A REGULAR MEETING OF THE POST, AND SHALL THEREUPON BE POSTPONED BY THE COMMANDER UNTIL THE NEXT REGULAR MEETING OF THE POST.

SECTION 2. NO MEMBER OR GROUP OF MEMBERS OF THIS POST SHALL CONDUCT ANY ACTIVITIES OF ANY NATURE IN THE NAME OF THIS POST OR THE AMERICAN LEGION FOR ANY PURPOSE WITHOUT AUTHORITY. A MAJORITY VOTE OF ALL MEMBERS PRESENT AT A REGULAR MEETING OF THE POST WILL BE REQUIRED.

ARTICLE XVIII. PARLIAMENTARY AUTHORITY

THESE BYLAWS AND ANY SPECIAL RULES OF ORDER THE POST MAY ADOPT SHALL PREVAIL. ALL CASES NOT COVERED BY THESE BYLAWS, OR DEPARTMENT OR NATIONAL BYLAWS, SHALL BE GOVERNED BY THE CURRENT EDITION OF ROBERT'S RULES OF ORDER, NEWLY REVISED.

ARTICLE XIX. PROPERTY MANAGEMENT

SECTION 1. GRANT HODGE POST NO. 17 CORPORATION, SEPARATELY INCORPORATED IN ACCORDANCE WITH THE LAWS OF THE STATE OF WASHINGTON, SHALL BE THE LEGAL MANAGEMENT UNIT FOR ALL PROPERTIES OF GRANT HODGE POST NO. 17.

SECTION 2. THE BYLAWS OF THAT CORPORATION SHALL GOVERN THAT CORPORATION, EXCEPT THAT THE FOLLOWING MUST BE INCLUDED:

- A. ALL MEMBERS IN GOOD STANDING IN POST NO. 17 SHALL BE CORPORATE MEMBERS OF THE GRANT HODGE POST NO. 17 CORPORATION.

- B. THE BOARD OF TRUSTEES OF THIS CORPORATION SHALL BE THE ELECTED OFFICERS OF GRANT HODGE POST 17.
- C. THE BOARD SHALL ELECT FROM ITS MEMBERS THEIR PRESIDENT, VICE PRESIDENT, SECRETARY, AND TREASURER.
- D. THE BOARD SHALL HAVE REGULAR MEETINGS AT LEAST QUARTERLY TO HANDLE THE MANAGEMENT OF THE PROPERTIES.

SECTION 3. TRUSTEES CORPORATION BUSINESS SHOULD NOT BE CONDUCTED DURING A POST MEETING, BUT REQUESTS FOR GRANT HODGE POST NO. 17 CORPORATION BOARD OF TRUSTEES CONSIDERATION OF SPECIFIC ITEMS MAY BE APPROVED BY THE POST MEMBERSHIP OR THE EXECUTIVE COMMITTEE AT THEIR MEETINGS AND FORWARDED IN WRITING TO THE PRESIDENT OF THE BOARD OF TRUSTEES.

ARTICLE XX. AMENDMENTS/REVISIONS

SECTION 1. THESE BYLAWS MAY BE AMENDED OR REVISED AT A REGULAR MEETING OF THE POST BY A MAJORITY VOTE OF THOSE MEMBERS IN ATTENDANCE, PROVIDED A QUORUM IS PRESENT AND PROVIDED THAT THE FOLLOWING HAVE BEEN ACCOMPLISHED PRIOR TO THE VOTE:

- A. THE POST ADJUTANT SHALL DISTRIBUTE A COPY OF THE PROPOSED AMENDMENT OR REVISION TO THE MEMBERSHIP AT LEAST ONE MONTH PRIOR TO THE MEETING AT WHICH A VOTE WILL BE TAKEN AND SHALL IDENTIFY THE DATE OF THE REQUIRED READING AND VOTE.
- B. THE PROPOSED AMENDMENT OR REVISION SHALL BE READ TO THE MEMBERSHIP IN ATTENDANCE AT TWO REGULAR MEETINGS. AN OPPORTUNITY FOR QUESTIONS AND DISCUSSION WILL BE PROVIDED AT THE MEETINGS. THE VOTE WILL BE TAKEN AFTER THE SECOND READING.

ARTICLE XXI. LOUNGE ACTIVITIES

SECTION 1. THERE SHALL BE A LOUNGE COMMITTEE OF FIVE MEMBERS, COMPRISED OF TWO LEGIONNAIRES, ONE AUXILIARY, ONE SAL, AND ONE VFW MEMBER. ONE MEMBER SHALL BE ELECTED ANNUALLY TO A FIVE-YEAR TERM AT THE SAME TIME AS THE POST OFFICERS ARE ELECTED. THE COMMITTEE WILL CONSIST OF THE FOLLOWING TERMS: FIVE-YEAR TERM, A FOUR-YEAR TERM, A THREE-YEAR TERM, A TWO-YEAR TERM, AND A ONE-YEAR TERM. THE LOUNGE BOARD SHALL ANNUALLY ELECT ITS CHAIRPERSON AND SECRETARY/TREASURER FROM ITS OWN MEMBERS.

SECTION 2. THE LOUNGE COMMITTEE IS RESPONSIBLE FOR HIRING A LEAD BARTENDER, WHO SHALL NOT BE A MEMBER OF THE LOUNGE COMMITTEE OR BE AN ELECTED POST OFFICER.

SECTION 3. THE LOUNGE COMMITTEE SHALL BE RESPONSIBLE FOR MAKING AND PROMULGATING THE KITCHEN AND LOUNGE RULES, BOTH SUBJECT TO POST EXECUTIVE COMMITTEE APPROVAL.

SECTION 3. THE LEAD BARTENDER SHALL BE RESPONSIBLE FOR HIRING LOUNGE PERSONNEL IN ACCORDANCE WITH JOB DESCRIPTIONS PROMULGATED BY THE LOUNGE BOARD, SUBJECT TO EXECUTIVE COMMITTEE APPROVAL.

SECTION 4. THE LOUNGE COMMITTEE SHALL BE RESPONSIBLE FOR ENSURING THAT ALL LOUNGE AND KITCHEN PERSONNEL UNDERSTAND AND ENFORCE THE KITCHEN AND LOUNGE RULES, OPERATING PROCEDURES, FEDERAL, STATE AND LOCAL LAWS.

SECTION 5. THE LOUNGE COMMITTEE SECRETARY MUST PROVIDE A MONTHLY REPORT TO THE POST EXECUTIVE COMMITTEE. THESE REPORTS MUST INCLUDE LOUNGE AND KITCHEN ACTIVITIES, AND FINANCIAL REPORTS.

SECTION 6. THE LOUNGE COMMITTEE MEMBERS SHALL CONDUCT THEMSELVES ACCORDING TO POST CONSTITUTION AND BYLAWS AND POST OPERATING PROCEDURES.

SECTION 7. ALL MEMBERS IN GOOD STANDING OF THE AMERICAN LEGION FAMILY (SAL, AUX, AND ALR) OR VETERAN OF FOREIGN WARS (VFW) AND THEIR AUXILIARIES SHALL BE MEMBERS IN GOOD STANDING OF THE LOUNGE.

SECTION 8. ALL MEMBERS IN GOOD STANDING OF ALL OTHER VETERANS' ORGANIZATIONS AND THEIR AUXILIARIES MAY SIGN IN AS GUESTS OF THE LOUNGE WITHOUT BEING SPONSORED BY A MEMBER OF THE LOUNGE. THIS INCLUDES MEMBERS OF THE CANADIAN LEGION AND THEIR AUXILIARIES.

CERTIFICATION

PROPOSED TO POST 17 MEMBERSHIP ON May 2, 2024 TO BE VOTED ON AT
THE REGULAR MEETING ON June 6, 2024 APPROVED ON June 6, 2024
AT THE REGULAR MEETING, A QUORUM BEING PRESENT AND EMAILED TO THE
DEPARTMENT ON June 10, 2024

CERTIFIED:



POST ADJUTANT



POST COMMANDER

