

Chili American Legion Auxiliary Unit #1830  
Constitution: Bylaws and Standing Rules  
2011-2012

BYLAWS

1. This shall be known as Chili American Legion Auxiliary Unit #1830 of Chili, New York.
2. The dues for senior members will be \$25.00 and \$8.00 for Juniors per year. From such dues, the Treasurer will pay the Department of New York Treasurer the sum of \$11.80 per senior member and \$4.00 per Junior member. If a member also belongs to the Chili American Legion #1830, her dues shall be \$15.00.
3. Annual dues shall be payable in July of each year for the coming year. A member failing to pay such dues by January 31<sup>st</sup> shall be classified as delinquent and suspended from all membership privileges. Such member shall be notified by the Membership Chairman of the Unit in writing, of such suspension prior thereto. Payment of back dues, after suspension, shall reinstate such member to active membership. Any members delinquent to December 31<sup>st</sup> of the year of delinquency shall thereafter not be reinstated without the payment of all past dues or by reestablishing and making application as a new member.
4. The regular monthly meeting of this unit will be held on the second Tuesday of each month at 7:00 PM at the Post Home.
5. Roll call will be taken at each meeting.
6. Section 1: The Executive Committee consisting of President, two Vice Presidents, Secretary, Treasurer and any Past President, at least three elected members of the Chili Unit, shall meet at the call of the President or upon written request of at least four (4) members of the committee. Section 2: Four members shall constitute a quorum of the Executive Committee.
7. Seven members shall constitute a quorum at a Unit meeting.
8. The Treasurer's books are to be audited one month prior to the installation of officers in June by the finance and audit committee.
9. At the May meeting, officers for the ensuing year and representatives to Monroe County Committee will be elected. New officers will take office at the June meeting.
10. The Membership Chairman shall notify the Department Membership Chairman of any change of address for the Unit.

11. Section 1: The Unit Chaplain will notify the County Chaplain and the Department Chaplain of the death of a Unit member. Section 2: A record of all deceased members shall be maintained by the Unit Membership Chairman.

## STANDING RULES

1. Any fundraisers must be brought before a regular monthly meeting and approved by the members present. The Unit Treasurer shall process all monies raised.
2. Donations to any organization, other than veterans, shall not exceed \$200.00 unless voted upon.
3. All authorized bills must be paid promptly.
4. Section 1: The Unit President's and/or the Unit's representative's expenses shall be paid to events pertaining to Auxiliary work, with the members' approval. Section 2: Department Bylaws state: "Each unit and each county organization shall pay from the funds remaining in its hands; after payment of the amount required to be paid per member to County, Department and National organizations, all necessary transportation of its delegates to all annual Department Conventions, as well as the necessary and actual lodging expenses of such delegates while in actual attendance at such Conventions." Receipts are required for reimbursement.
5. Cards will be sent for new babies, weddings, illness or death of a member's family member. An appropriate memorial in the amount of \$25.00 will be sent in the event of the death of a Unit member.
6. The outgoing President shall be presented with a Past President's pin. If she has a pin from a previous term of office, she will be given a token gift.
7. An Auxiliary pin will be given to each new member upon initiation. Unit Handbooks will be given upon request.
8. Pins are to be presented to active members who have served ten (10) years and above, in five (5) year increments. Dues must be paid by December 31<sup>st</sup> of the current year to be eligible to receive a pin. If dues are paid after aforementioned date, the pin will be presented the following year. Pins will be presented at the June meeting to all who attend. For persons who do not attend the meeting, pins must be picked up at the Post Home.

9. A committee of all Past Presidents, plus three (3) other members of the Chili Unit, will propose members to the Unit for approval of Honorary Life Membership. The Unit will then vote on the proposed Life Members.
10. The unit will pay dues of Auxiliary members upon reaching their 75<sup>th</sup> birthday with continuous membership of fifteen (15) years or more in Unit #1830.
11. A petty cash fund, not to exceed \$50.00, will be established for the use of the Unit President or her designee for the purpose of purchasing gifts, making donations, etc., should the need arise between scheduled meetings. Receipts will be required at the next meeting.
12. The Constitution & Bylaws Committee will meet prior to the September meeting to prepare for reading of the Bylaws and Standing Rules at the September meeting. Any proposed changes will be presented and then posted for thirty (30) days. They must be approved by a two-thirds (2/3) vote of the members present at the October Unit meeting before they are submitted to Department for final approval.
13. Any officer absent from three consecutive Unit meetings shall be asked to resign from said office; exceptions—prolonged personal or family illness.