

AMVETS LADIES AUXILIARY TO POST 2006 BYLAWS

ARTICLE I – NAME

The name of the organization shall be AMVETS Ladies Auxiliary to Post #2006 of the Department of Florida.

ARTICLE II – OBJECTIVE

The objective of this organization shall be to further the AMVETS Ladies Auxiliary programs according to the principles of the National and Department By-Laws and the AMVETS Ladies Auxiliary Constitution and to aid in the fulfillment of the Aims and Purposes of the AMVETS, our parent organization. Nothing herein shall conflict with the Constitution of the AMVETS Ladies Auxiliary.

ARTICLE III - MEMBERSHIP

The rules of eligibility for membership shall be the same as set forth in the AMVETS Ladies Auxiliary Constitution. Membership applications will be presented to the body at the monthly meetings and applicants voted by hand or secret ballot prior to acceptance. Transfers from another Auxiliary shall be voted on in the same manner as a new member application.

SECTION 1: Once a person becomes an Auxiliary member, she shall be allowed to remain a member in good standing if annual dues are paid on time (Except in the following cases).

- If a member submitted an application with fraudulent information.
- Any member who has been convicted of a criminal offense shall have her membership immediately suspended and will not be permitted to hold any form of membership in AMVETS Ladies Auxiliary 2006.

SECTION 2: There shall be three (3) forms of memberships, plus we may have honorary members.

- A) ANNUAL MEMBER: January 1 through December 31. Members whose dues are not paid by January 1st each year shall forfeit all privileges of active membership. A member whose dues have not been paid by December 31st of each year shall be considered a new member and must re-establish eligibility.
- B) LIFE MEMBER: Membership paid in full for life.
- C) MEMBER-AT-LARGE: A membership-at-large may be granted to any individual eligible for membership. Dues are to be remitted directly to Department Headquarters. A member-at-large is not eligible to vote or hold office on any level. As such, the member is entitled to all National benefits and privileges so long as her annual dues remain paid. A member-at-large may affiliate with an Auxiliary at any time, or with a new Auxiliary as a charter member, remit that year's dues as

established by the accepting Ladies Auxiliary with proper transfer form executed by the Department of Florida Executive Secretary.

- D) HONORARY MEMBER: Each year, the Auxiliary may present a worthy person for membership who is not otherwise eligible for active membership. Honorary memberships shall be reviewed annually for the continuation of honorary status. If an honorary member becomes eligible under regular membership, the honorary membership shall be rescinded at the conclusion of the membership year. Honorary members may not transfer. Honorary members are not eligible for an elected office; however, they may hold an appointed office, without vote, on the local level.

ARTICLE IV – DUES

ANNUAL MEMBERSHIP dues of the Auxiliary shall be \$35, of which \$24 shall go to the Department of Florida and \$11 shall be retained in the local treasury. This will be an automatic change when the Department changes the dues.

HONORARY MEMBERSHIP dues shall be the same as the Annual dues of \$35, of which \$15 shall go to the Department of Florida and \$20 shall be retained in the local treasury. This will be an automatic change when the Department changes the dues.

LIFE MEMBERSHIP dues shall be \$375, of which \$350 shall go to the Department of Florida and \$25 shall be retained in the local treasury. This will be an automatic change when the Department changes the dues.

Monies for AMVETS National Auxiliary and Department of Florida shall be sent to the Department of Florida Executive Secretary for distribution.

ARTICLE V – OFFICERS

SECTION 1: The Auxiliary shall elect a President, 1st, 2nd 3rd Vice Presidents, Treasurer and Secretary. The President, with the approval of the Executive Committee, shall appoint a Chaplain, St-at-Arms, S.E.C., Alternate S.E.C. and such officer and chairpersons as she deems necessary.

SECTION 2: The Auxiliary 1st Vice President shall serve as the Membership Chairperson. The Auxiliary 2nd Vice President shall serve as the Child Welfare Chairperson. The Auxiliary 3rd Vice President shall serve as the Community Service Chairperson.

SECTION 3: If any officer (elected or appointed) has two consecutive unexcused absences from meetings, she shall be notified and then replaced at the next general membership meeting. Only the President has the authority to grant excused absences to the officers of this Auxiliary. Officers must contact the president directly regarding absences.

SECTION 4: The Auxiliary shall make every effort to be represented by a delegation at the S.E.C. meeting and State Convention.

SECTION 5: The books and financial records of the Secretary and Treasurer shall be audited quarterly by a committee of three (3) members appointed by the President.

ARTICLE VI – ELECTIONS

SECTION 1: All nominations for office shall be made from the floor at the general membership meeting in April followed by the final nominations and election at the annual meeting in May. Each office shall be voted on separately with nominations accepted before going to the next elected office. Election of officers shall be by majority vote of the members present. In the event there are three (3) or more candidates for one office and one candidate does not receive a majority, the candidate receiving the fewest votes shall be dropped from the ballot and voting shall continue until one candidate receives a majority.

SECTION 2: To be nominated for office, a member must be in good standing.

SECTION 3: Thirty (30) days prior to elections, all Auxiliary members shall be notified in writing of the date, time and place the elections will be held.

SECTION 4: The oath of office shall be given following the election. A formal installation may be held at a later date. The incoming President shall select the installing officer. Local officers shall assume their duties as of June 1st of each year.

SECTION 5: The outgoing President shall receive her Past President pin at the installation of the incoming President.

SECTION 6: Each officer and committee chairperson shall turn over all books and correspondence of her office to her respective successor within thirty (30) days following installation of officers.

SECTION 7: The books and financial records of the Secretary and Treasurer shall be audited prior to turning them over to the incoming Secretary and Treasurer. The Audit Committee is to be appointed by the President and shall consist of a minimum of three (3) members.

SECTION 8: The local revalidation form shall be forwarded by the local Auxiliary Secretary to the Department AmVets Ladies Auxiliary Executive Secretary twenty (20) days prior to the Department Convention.

ARTICLE VII – EXECUTIVE COMMITTEE

The Executive Committee shall be composed of the President, the Immediate Past President, all other officers elected or appointed, and the Chairpersons of Standing Committees. The Executive Committee shall be charged with the administration affairs and the property of this Auxiliary. Fifty-one (51) percent of the roll call shall constitute a quorum. The President shall be the Chairman of the Executive Committee.

ARTICLE VIII – EXECUTIVE BOARD

All elected officers shall service on the Executive Board, which shall be empowered to act in administrative matters between meetings. The President shall be the Chairman of the Executive Board.

ARTICLE IX – QUORUM

At the regular meeting three (3) officers and three (3) members shall constitute a quorum.

ARTICLE X – MEETINGS

SECTION 1: The general membership meeting of the Ladies Auxiliary shall be held on the 1st Monday of the month at 4:30 p.m.

SECTION 2: The annual meeting shall be held on the 1st Monday of May at 4:30 p.m.

SECTION 3: The Executive Committee shall meet as needed.

SECTION 4: Special meetings may be called by the President or any four (4) members of the Executive Committee. Notification of special meetings may be by telephone or mail (if time permits). The President should be made aware of all special meetings.

ARTICLE XI - DELEGATION OF AUTHORITY

In the absence of the President, the 1st Vice President shall chair the meeting; the 2nd Vice President and the 3rd Vice President. Should the occasion arise when all four are absent, the Parliamentarian will be the presiding officer at the meeting or function.

ARTICLE XII - GRIEVANCE AND APPEALS

The procedure for Grievance and Appeals shall be followed as outlined in the National Ladies Auxiliary Constitution and By-Laws – Article XII, Discipline, Sections 1, 2 and 3.

ARTICLE XIII – RULES


Roberts Rules of Order, most recent edition, shall govern the business of this Auxiliary not covered in the AmVets National Ladies Auxiliary Constitution and By-Laws, the Department of Florida By-Laws and the local By-Laws.

ARTICLE XIV – AMENDMENTS

These By-Laws may be amended at any general membership meeting provided the amendment has been submitted in writing at the previous monthly meeting and all members have been notified. This must be amended by two-thirds (2/3) vote of members present at a regularly scheduled meeting. Any amendments to these By-Laws shall be submitted in triplicate to the Department after approval. The Amendments must be approved by the Department before they become effective.

ARTICLE XV – S.E.C. AND CONVENTION

The current serving President and S.E.C. candidate shall be reimbursed two (2) nights stay at the Host Hotel and \$30 lump sum travel expense to be paid by the Auxiliary after proper receipts are turned in. This will only be paid if all meetings are attended.



Claudia Thomson, President Auxiliary 2006

5/2/22
Date



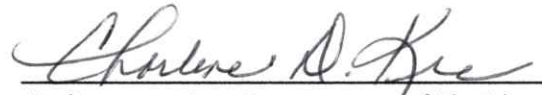
President Department of Florida

5/23/2022
Date



Theresa Walton, Parliamentarian Auxiliary 2006

5/2/22
Date



Parliamentarian, Department of Florida

5/19/2022
Date

ARTICLE XIV. ELECTRONIC MEETINGS

Section 1: Except as otherwise provided in these bylaws, meetings of the Auxiliary shall be conducted in person or participate in electronic meetings by Teleconference and/or Telephone when a State of Emergency has been declared or when the President has obtained written consent (email or by hand) by every Executive Board Member or a two-thirds vote with previous notice of motion to do so. The electronic meetings of the Auxiliary shall be subject to all rules as stated in these bylaws.

When a Teleconference is being conducted an Internet Platform such as Zoom will be utilized. The following criteria needs to be met:

- The Secretary shall send an email to every member at least two (2) weeks before each meeting with the time of the meeting, the URL and code necessary to connect to the Internet meeting service, the phone number for audio connection and/or to participate by phone and a copy of, or link to, these rules.
- The President and Secretary must have access to a control panel which enables them to perform their duties during the meeting, such as ensuring the text of the pending motion is properly displayed, assigning the floor to a member, opening and closing the polls for taking a vote, etc.
- The meeting platform, such as zoom, should begin at least 15 minutes before the start of each meeting.
- Each participant must use their own computer or device with audio, speakers and microphone. No action shall be invalidated on the grounds of the loss or poor quality of a member's individual connection. If members are sharing a device roll call votes must be taken.
- If the computer has a webcam, it must be turned on to speak of if you are a member of the Executive Board.
- The list of participants in the meeting must be visible and identified with proper name.
- The presence of a quorum shall be established by audible roll call at the beginning of the meeting. Thereafter, the continued presence of a quorum shall be determined by the online list of participating members.
- To seek recognition by the chair, a member shall use the raise hand feature.
- A member who intends to make a motion shall use the raise hand feature.
- Motions should be submitted and viewed in writing. The Secretary shall designate an online area exclusively for the display of the motion.
- Votes shall be taken by the anonymous voting feature of the Internet Meeting Service, unless a roll call vote is required/ordered. The Secretary shall post the motion using the online survey tool, and the President shall alert the members that the polls are open. The polls shall be closed not less than two (2) minutes after they have been opened. The President's announcement of the voting result shall include the number of members voting and any abstaining. Business may also be conducted by unanimous consent. An anonymous vote conducted through an Internet meeting shall be deemed a ballot vote, fulfilling any requirement in these bylaws that a vote be

conducted by ballot.

When a telephone meeting is held the following criteria will be used:

- The Secretary shall send notice to every member at least two (2) weeks before each meeting with the time of the meeting and the phone number and any access code needed to connect to the telephone conference call, using a free service. This meeting shall begin 15 minutes before the start of each meeting.
- Members shall announce themselves at the first opportunity after joining the telephone conference call but may not interrupt a speaker to do so.
- The presence of a quorum shall be established by roll call at the beginning of the meeting.
- To seek recognition by the chair, a member shall address the chair and state their name.
- Motions may be made orally.
- All votes shall be taken by roll call. The total of votes shall be announced.
- Each member is responsible for their connection to the telephone conference call; no action shall be invalidated on the grounds that loss of, or poor quality of, a member's individual connection prevented participation in the meeting.