

BY-LAWS

OF

TUM TUM POST 168
Department of Washington
The American Legion

ARTICLE I – Name and Authority

The name of this Post shall be **TUM TUM POST 168**, The Department of Washington, having received its Charter from the National Organization of the The American Legion and being incorporated under and subject to the laws of the State of Washington.

ARTICLE II -- Nature

Section 1: Civilian Organization: The American Legion is a civilian organization; membership therein does not affect nor increase liability for military service. Rank does not exist in The American Legion, and no member shall be addressed by a military or naval title in any Post meetings.

Section 2: Non-Political: The American Legion shall be non-political and shall not be used for the dissemination of partisan principals or for the promotion of the candidacy of any person seeking public office or preferment.

ARTICLE II – Membership

Section 1: Eligibility: Any person shall be eligible for membership in The American Legion who meets the eligibility requirement as established in the National Constitution of the American Legion.

Section 2: There shall be no form or class of membership except an active membership; and dues shall be paid either annually or for life. (Paid up for Life)

Section 3: No person may be a member of more than one Post at any one time.

Section 4: Each applicant for membership shall complete an official membership application or transfer form, together with the current dues, for a vote by the Post membership.

Section 5: A member may be suspended or expelled from the Post if he or she commits an offense against the Post Constitution, By-Laws, or disloyalty, neglect of duty, dishonesty, or conduct unbecoming of a member of the Legion.

Section 6: A member that is expelled from the Post, the Adjutant must follow the Department By-Laws in notification to the Department. The member cannot join another Post until the all charges are cleared.

ARTICLE III – Officers

Section 1: Commander:

1. The Post Commander shall preside at all meetings of the Post and of the Post Executive Committee.
2. He/she shall countersign all checks or vouchers prepared by the Post.
3. He/she shall represent the Post at the District Spring Conference. If he or she is unable to attend than the commander shall appoint a representative to attend.
4. He/she shall attend the Department Convention. If he/she is unable to attend than the Post will elect a delegate to replace the commander.

Section 2: First Vice-Commander:

1. The First Vice-Commander will represent the commander when the commander is not present.
2. He/she shall preside at the meeting in the absence of the commander.
3. He/she will be the membership chairman of the Post.

Section 3: Second Vice-Commander:

1. Perform the duties of the Commander or Vice-Commander in the absence or disability of either officer.

Section 4: Adjutant:

1. The Post Adjutant shall keep a record of all meetings of the Post and of the Post Executive meetings.
2. He/she shall prepare the same for permanent record in a book kept for that purpose.
3. He/she will read the minutes of the previous meeting at each Post meeting and make such correction deemed.
4. He/she shall keep a complete record of the membership of the Post.
5. He/she shall, under the direction of the Post Commander, cause notice to be given of all meetings.

Section 5: Finance Officer:

1. The Post Finance Officer shall receive and disburse all Post funds as authorized by the Post meetings within its powers.
2. He/she shall keep a record of all receipts of money and when disbursements are made he/she shall enter or record in a book kept for that purpose the amount of such expenditure and the purpose for which used.
3. He/she shall file and preserve voucher for each expenditure.

4. He/she shall prepare all checks or vouchers, sign them and present them to the Post Commander for his approval and signature.
5. The financial records shall be available for information of Post members on request.

Section 6: The Post Historian:

1. The duties of the Post Historian shall be to keep a complete history of the Post.
2. He/she shall make an annual report to the Post at its annual meeting

Section 7: The Post Chaplain:

1. The Post Chaplain will open and close each meeting with prayer.
2. He/she will send cards to those who are ill.
3. He/she will send cards or flowers to the family of a member who has passed away.

Section 8: The Post Service Officer:

1. The duties of the Service Officer shall be to assist the members in the prosecution of all claims with the government.
2. He/she shall have charge of all problems relating to the welfare of members of this Post.
3. He/she shall conduct all investigation or refer the member to a source who can administer all relief funds provided under the State Indigent Soldier and Sailor Relief Act.

ARTICLE IV – Post Vacancy

Section 1 election at the next

1. In the event of a vacancy in the office Commander, the First Vice-Commander shall automatically fill the office of Commander for the expired term.
2. If any other office is vacant, such vacancy shall be filled by election at the next regular meeting of the Post succeeding the meeting at which said vacancy is declared.
- 3.

ARTICLE V – Member in Good Standing.

Any member of the Post in good standing and dues paid shall be eligible to any office in this Post.

ARTICLE VI – Order of Business

The order of business will be conducted as given in the Officer Guide.

ARTICLE VII – Committees

Committees will be appointed by the Commander as appropriate for the Post and approved by the membership.

ARTICLE VIII – Meetings

Section 1: Meeting of the Post:

1. The meeting of the Post shall be held at Amboy, WA unless in cases of emergency the Post Commander and or his/he representative designate some other place for the meeting.
2. The regular meeting of the Post shall be held on the **First Saturday of the Month.**
3. Meetings begin at 10:00 a.m.
4. Special meeting may be called at any time by the Post Commander. As much advance notice will be given of the holding of a special meeting.
5. The new officers will be installed at the Post annual meeting.

ARTICLE IX – Dues

Section 1: Dues:

1. The annual dues for membership in Tum Tum Post 168 are \$30.00 per year.
2. Dues are payable by 31 December of the calendar year preceding the Legion year. A member is delinquent if not paid by January 1st.
3. The member will be removed from the membership rolls if not paid by February 1st.
4. Membership cards will be mailed to the member upon receipt of payment of dues.
5. All officers must be in good standing to maintain their office.

ARTICLE X – Suspension or Expulsion of Members

Section 1: Suspension or Expulsion

1. Members may be suspended or expelled from The American Legion and this Post only upon proper showing of cause.
2. Charges may be based upon disloyalty, neglect of duty, dishonesty and conduct unbecoming to a member of the Legion.
3. The charges must be made under oath in writing.
4. No member in good standing shall lose his/her membership until given a fair trail in such manner and form as the Department Executive Committee shall approve.
5. A copy of the charge shall be given to the member concerned and he/she shall be given an opportunity to be heard upon the charges at a regular meeting of the Post.

6. A vote of two-thirds of the members present at such meeting shall be required to expel the member concerned.

Section 2: Appeal

1. Any member who has been suspended or expelled has the right of appeal to the Department Executive Committee.
2. The decision of the Department Executive Committee shall be final.

ARTICLE XI – Expenditures by Post

Section 1: Expenditures

1. Expenditures of more than \$100.00 must have approval by the membership present at the meeting.
2. The Commander or the Finance Officer will present the need for expenditures of more than \$100.00.

ARTICLE XII – Legion Name and Insignia

Section 1: Name and Insignia

1. This Post will at all times comply with the National Constitution and Mandates of the National Convention Executive Committee as to the use of legion name and insignia as copy-righted and patented under the laws of the United States.

ARTICLE XIII -- By-Law Amendment

These By-Laws may be amended at any regular meeting of Post 168 by a two-third vote, provided that the amendment has been submitted in writing at the previous regular meeting.

ARTICLE IX – By-Laws

These By-Laws are hereby adopted a the By-Laws of this Post and each and all thereof is subject to the provisions of the National Constitution and By-Laws of the American Legion and the Department Constitution and By-Laws of the Department of Washington, the American Legion. Any provision of any amendment of said National Consitution or By-Laws or Department Constitution or By-Laws which is in conflict with any provision hereof shall be regarded as automatically repealing or modifying the provisions of these By-Law to the extent of such conflict.