

## TABLE OF CONTENTS

Name .....	2
Authority .....	2
Allegiance .....	2
Location .....	2
Purposes .....	2
Policies .....	2
Fiscal Matters .....	3
Audit .....	3
Quorum .....	3
Membership Eligibility and Types .....	3
Grievance and Discipline .....	4
Detachment Meetings .....	4
Committees (General) .....	5
Standing Committees .....	5
Special Committees .....	6
Officer Eligibility .....	7
Officer Nominations, Election, and Installation .....	7
Elected Officers Duties .....	7
Officer Vacancies .....	8
Appointed/Pro Tem Officers Duties .....	8
Delegate Selection and Representative Expense .....	8
Amendments .....	8
Related Organizations .....	9
Incorporation by Reference .....	9
Membership Code of Conduct .....	9

## **ARTICLE I – NAME**

**The name of the unit defined under these By-Laws will be: Detachment 1226 Marine Corp League, Riverview, FL.**

## **ARTICLE II – AUTHORITY**

This unit is established under the authority of the National Headquarters, Marine Corps League.

## **ARTICLE III – ALLEGIANCE**

The detachment recognizes and affirms its allegiance and subordination to the National Marine Corps League and the Department of Florida.

## **ARTICLE IV – LOCATION**

The Detachment's regular monthly membership meeting will be held at the Riverview American Legion Post 148, Hwy 301 Riverview, Fl. 33569

The Detachment's Postal Address shall be, Post Office Box 1831, Riverview, FL., 33568

## **ARTICLE V – PURPOSES**

The purposes of this detachment are to preserve the traditions and promote the interests of the Marine Corps; band together in fellowship active duty Marines and those who have honorably served in the Marine Corps; and provide charitable assistance to our community.

## **ARTICLE VI – POLICIES**

Section 6. 1. Guiding Authority. The guiding authority of this detachment shall be vested always in its members in good standing. Executive and administrative powers will be delegated to its elected officers in the execution of their duties as the Staff of this detachment.

Section 6. 2. Independence. The detachment shall be non-sectarian, non-political, non-partisan, and shall not discriminate on any basis.

Section 6. 3. Political Activism. Nothing in the preceding subsection shall prohibit the detachment from participating in political issues affecting the welfare of the Marine Corps, the

national security of our Nation, or any veterans' claims for justice arising from service in the Armed Forces of the United States of America.

Section 6. 4. Responsibilities. These by-laws incorporate the policy and guidelines established by the National Marine Corps League, together with the necessary operational and management functions of the detachment.

Change 2

Section 6. 5. Fiscal Year. The fiscal year of the detachment shall be **July 1<sup>st</sup> to June 30<sup>th</sup>**. The paymaster's books will be audited each March. Additionally the trustee will review the paymaster's books quarterly.

Section 6. 6. Order of Business at Meetings of Quorum. The quorum for conducting official business at detachment meetings shall be 8 regular members including the presence of two elected officers..

Section 6. 7. Parliamentary Rules. Parliamentary reference for all detachment and detachment Committee meetings shall be in accordance with the MARINE CORPS LEAGUE RITUAL and ROBERT'S RULES OF ORDER.

## **ARTICLE VII - MEMBERSHIPS: ELIGIBILITY AND TYPES**

Section 7. 1. Membership Application. Any person eligible for membership in the Marine Corps League may initiate application for membership by submitting an application with all required dues and fees to the Jr. Vice. The acceptance of the applicant's membership is the sole province of the detachment. In cases where an applicant is rejected for membership, all monies received from the affected applicant shall be returned.

Section 7. 2. Regular Membership. Only persons who are serving or who have served honorably for not less than ninety ( 90) days in the Marine Corps and persons who are serving or who have served honorably in the Marine Corps Reserve and have earned no less than ninety ( 90) Reserve Retirement Credit Points shall be eligible. Navy Corpsman that have trained with Marine FMF units in excess of 90 days and earned the MC Device (claps) worn on the Service Ribbon and those who earn the Warfare Device authorized for FMF Corpsmen shall also be eligible for regular membership.

Section 7. 3. Associate Member. Individuals not qualified for regular membership may be accepted for associate membership. Associate members shall not vote on election of officers, or hold an elective office. Required dues are the same as a regular membership.

Section 7. 4. Honorary Member. The detachment may issue an honorary membership for extraordinary service to the nation, to the community, to the Marine Corps, or to the Marine

Corps League. The honorary member will not be entitled to the rights and privileges or benefits available to a regular member.

Section 7. 6. Dual Membership. When a member of the Marine Corps League becomes a member in good standing in more than one detachment, such membership shall be counted as an associate member only for voting strength at department and national conventions. Such regular member shall be a regular voting member in the detachment of such member's greatest tenure unless he/she makes a signed written request for transfer of voting rights to the receiving detachment, which upon acceptance shall forward the copies of the transfer of voting rights to National Headquarters via the jurisdictional Department Paymaster or Adjutant/Paymaster.

Section 7. 7. Good Standing. All members shall be considered in good standing in the Marine Corps League,

a. Except when: A member is delinquent in payment of dues.

b. However: Such member shall be retained in the delinquent status for a maximum of one ( 1) year, during which time the member may erase this status by making payment of all dues in arrears and all dues current. Should the affected member remain in the delinquent status in excess of one (1) year, such member shall be dropped from all membership rolls. The good status of such member shall be restored only through the processing of a standard membership application form as a new member, which shall include the current initiation fee and dues.

Section 7. 8. Transfers. In all Cases involving a transfer, the losing detachment approving the transfer shall certify in writing if the transferring member is in good standing. No delinquent member or member under judication and / or adjudication may be transferred.

Section 7. 9. Appeals: Discipline, and Grievance's: Appeals, discipline and grievance's .shall be handled in accordance with the provisions of the National By-Laws and Administrative Procedures. The right of appeal shall not be denied.

## **ARTICLE VIII - DETACHMENT MEETING TIMES**

Section 8. 1. Meetings. The regular detachment meetings shall normally be held on the 1st Tuesday of each month at 1930 (7:30pm). Except for Department or National officers, no visiting member may speak on any subject under debate without the permission of the Commandant or the approval of the majority of the detachment members present. Changes in the meeting time or place may be made by the Commandant upon approval by a majority vote of members at any regular monthly meeting provided notice is given to the membership at least ten days prior to such change.

Section 8. 2. Special Meetings. May be called by the Commandant whenever it is deemed necessary, or upon receipt of written request to do so from at least 4 members in good standing.. The call for such special meeting shall state specifically the purpose for which it called and no

other business will be transacted. Proper written notice shall be given to detachment members in good standing at least five (5) days in advance. The quorum for special meetings shall consist of no less than 8 members in good standing, including the Commandant or the presiding officer.

Section 8. 3. Voting. There shall be no voting by proxy. Only members in good standing shall be entitled to vote on any motions. The Commandant or presiding officer shall be entitled to break a tie in the voting.

## **ARTICLE IX - COMMITTEES (GENERAL)**

Section 9. 1. Creation of Committees: Committee may be created at any time by motion from the body, the Commandant, or appointed by the Staff. All committee chairpersons, regardless of category, will inform the Commandant, or in his absence, the Senior Vice Commandant, of any call for a meeting, and will report to the Commandant a summary of the results of the meeting.

Section 9. 2. Types of Committees: Committees established under these by-laws include the following types:

a. Standing Committees: Will have an elected officer as the designated chairperson. These committees are considered to be active at all times.

b. Special Committees: Appointed by the Commandant with the consent and approval of the Board of Trustees to deal with a specific issues of interest to the detachment. Such committees will select their own chairperson.

## **ARTICLE X - STANDING COMMITTEES**

Section 10. 1. Operations and Management Committee. This committee is established for the purpose of executing the daily business of the detachment including operation and maintenance of the detachment property, assets, and general management. This committee will be composed of the following:

Chairperson	Commandant
Member	Sr. Vice Commandant
Member	
Member	

a. This committee will meet at the call of any one of the members for the purpose of acting on matters of an immediate operational nature. Although there to act on all operational and management functions of the detachment, any two members may table a motion with a request that such motion and / or proposed action be referred to the Staff for approval.

## CH 1

Section 10. 2. Contract Committee: Shall consist of the Judge Advocate and two elected officers approved by the Staff. The committee shall draft proposed contracts as required, deliver such drafts to the Staff who will present drawn contracts to the body for approval. All contracts approved under these procedures will be signed by the Commandant and all members of the committee.

Section 10. 3. By-Laws Committee: The By-Laws Committee will consist of the Judge Advocate (Chairperson), Commandant, and three members from the body appointed by the Chairperson. This committee will take the necessary action to inform the membership of proposed By-Law changes recommended by the committee. Publish to the membership, copies of all approved changes to the by-laws and publish updated by-laws when appropriate. (Paragraph or word changes may be promulgated via the bimonthly newsletter of the detachment to allow individual members to update their personal copies).

Section 10.5. Marine of the Year Committee: This committee shall consist of the Chairperson, (Commandant), and no less than one past Commandants from the detachment. The committee will meet during October for the purpose of reviewing all nominations received from members of the detachment.

- a. The Chairperson must receive all nominations no later than the regular September meeting.
  1. No member of the detachment will be considered for this award unless the recommendation is received in writing.
  2. The recommendation shall include all information supporting the nomination. It should clearly address why this member should receive this award.
  3. Consideration will be given by the committee regarding the members contribution(s) to the detachment, the community, and the Marine Corps League.
- b. An award, worthy of the occasion, shall be provided for in the detachments yearly spending plan.
- c. A decision shall be made regarding the submission of the detachment Marine of the Year to the Department Marine of the Year committee and National Headquarters for consideration.
- d. Presentation of this award is intended to recognize that individual who has made the most significant contribution to the detachment and will be presented at the annual Marine Corps Birthday Ball celebration.

Section 10.6 Membership Committee. The Junior Vice Commandant shall be the chairperson for the membership committee and shall create and promulgate such membership incentives and programs as will produce enthusiastic response resulting in continuous membership growth.

## **ARTICLE XI - SPECIAL COMMITTEES**

Section 11. 1. Special Committees. The following special committee will be appointed annually (if needed) by the Commandant and will normally be chaired by an elected or appointed officer. These special committees are not limited to the ones listed below:

Good of the Detachment      History & Tradition      Poker Run  
Community Services      Birthday Ball      Toys for Tots

## **ARTICLE XII - DETACHMENT OFFICER ELIGIBILITY**

Section 12. 1. Eligibility. Only regular members in good standing of the detachment shall be eligible for elected (Staff) appointed office or trustee in this detachment.

a. Qualified members may hold one elective office and any such additional appointed offices as may be assigned. The Staff must approve each instance where an elected officer is extended responsibility for an appointed office or offices.

b. Elected and appointed officers of the detachment may hold additional offices in a higher level in the Marine Corps League.

CH 1

c. The detachment must elect a Commandant, a Senior Vice Commandant, a Junior Vice Commandant and a Judge Advocate for a one year term. The junior past commandant will become a trustee and serves in this position for one year. No elective officer will be allowed to serve more two consecutive terms in each office. The newly elected Commandant shall appoint, with Staff approval, a Chaplain, an Adjutant / Paymaster, and a Sergeant-at-Arms.

## **ARTICLE XIII - OFFICER NOMINATION AND ELECTION**

Section 13. 1. First Nomination of Officers: Nominations shall be submitted under new business at the March meeting each year. There shall be no nomination committee. Nominations may be made by any regular member in good standing.

CH 1

Section 13. 2. Second Nomination of Officers and Election: Second nominations shall be submitted under new business at the April meeting of the detachment each year. Nominations may be made by any regular member in good standing. If more than one person is nominated for an office voting shall be by written ballot. Where there is only one nominee for a given office the Adjutant, who must be a regular member, will cast the only vote for that office.

Section 13. 3. Installation of Officers: The installation shall be public and the time and place at the discretion of the Commandant-Elect, but within thirty days of election. The installation shall be in accordance with the policies and procedures of the National By-Laws and Administrative Procedures.

#### **ARTICLE XIV - ELECTED OFFICERS DUTIES**

Section 14. 1 Elected Officers Duties: Elected officers will carry out there duties as outlined in National and State By-Laws.

#### **ARTICLE XV - OFFICER VACANCIES**

##### CH 1

Section 15. 1. Vacancies: In the event of resignation, removal for cause, continued illness, death, or more than two unexcused meeting absences by an elected or appointed officer, the office shall be vacated and filled as follows: The office of Commandant shall be filled by the Sr. Vice, the Jr. Vice moves to Sr. Vice and the new Commandant appoints a Jr. Vice for the remaining term of office. The Judge Advocate does not move up. If the vacancy is in the Judge Advocates office the Commandant appoints a regular member in good standing for the remainder of the unexpired term. If the vacancy is for an appointed office, the Commandant appoints a replacement with the consent of the Board of Trustees.

#### **ARTICLE XVI - DELEGATE SELECTION AND REPRESENTATIVE EXPENSE**

Section 16. 1. Delegate Selection Selection of delegates to represent this detachment at meetings, conventions, and various other functions will first consider elected and appointed officers in that order.

Section 16. 2. Delegate Registration Fees. Fees and expenses of delegates will be as allowed by the Staff, consistent with the approved funds spending plan.

Section 16. 3. Delegate Qualification. A delegate representing this detachment at any meeting, convention, and other various functions, must have attended at least 9 detachment meetings in the preceding twelve months in order to share in the approved expenses for such an event. In addition, the prospective delegate must be present at the meeting at which delegates are chosen or the prospective delegate may submit to the Staff, prior to the selection meeting a letter indicating their desire to serve as a delegate.

## **ARTICLE XVII - AMENDMENTS**

Section 17. 1. These by-laws may be revised, repealed, or amended by the members of this detachment provided that the proposed change(s) is submitted to the Judge Advocate in typewritten form, in the exact wording desired, including the section it proposes to change; whereupon, the Judge Advocate will publish the proposed change (s) to all members eligible to vote by mail no less than one week prior to the meeting at which the proposed change (s) are to be considered. A favorable vote of two-thirds of the members present at the meeting will be required to approve such changes, which will become effective upon certification by the Department Judge Advocate.

## **ARTICLE XVIII - RELATED ORGANIZATIONS**

Section 18. 1. Related organizations are considered to include, but are not limited to, the Marine Corps League Auxiliary, and the Military Order of the Devil Dogs, be they active or inactive. These organizations are governed under the National By-Laws and are responsible to the National Headquarters for management of their respective units.

## **ARTICLE XIX - INCORPORATION BY REFERENCE**

Section 19. 1: The National By-Laws and Administrative Procedures of the Marine Corps League and the Department of Florida are hereby incorporated herein. However, any provision(s) contained in these by-laws shall not govern over contrary provision in the by-laws and administrative procedures cited above.

## **ARTICLE XX – MEMBERS CODE OF CONDUCT**

### Change2

Section 20.1: "Membership Meetings: No alcohol is allowed to be consumed during meetings. **No use of tobacco products (cigarettes, pipes, cigars or smokeless tobacco) is permitted during the conduct of the meeting.** Profanity will not be tolerated. Cell phones will be turned off or to vibrate. All doors to be secured by Sergeant-at-Arms 1 minute prior to meeting."

Section 20.2: Special Events: Members will conduct themselves in a manner so as not bring discredit upon themselves, The Marine Corps or The Marine Corps League.

Reviewed By: Commandant, Sr and Jr. Vice Commandant and Judge Advocate, on the 17<sup>th</sup> of October, 2006

Approved By: The Membership on The 5<sup>th</sup> of Dec. 2006

Signed By: The elected Staff on the 5<sup>th</sup> of Dec 2006

\_\_\_\_\_  
Commandant

\_\_\_\_\_  
Senior Vice Commandant

\_\_\_\_\_  
Junior Vice Commandant

\_\_\_\_\_  
Judge Advocate

\_\_\_\_\_  
Trustee