

Constitution and Bylaws

Year End Report

2023-2024

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Unit Name _____, Unit Number _____ District _____

Name, Address, Phone Number, and Email

Does your Unit have a Constitution and Bylaw? with or without Standing Rules.

Has everyone in your Unit received an updated version of your Constitution and Bylaws? with or without Standing Rules.

Does your District have an updated version of their Constitution and Bylaws?
With or without Standing Rules.

When was the last time your Unit or District Constitution and Bylaws was updated?

Constitution and Bylaws

Plan of works

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Constitution and Bylaws informs and educates members on the importance and power of properly written, and regularly reviewed documents on policies and procedures at all levels of the organization.

Constitution and Bylaws with Standing Rules are the basis for governing and providing a more successful Unit, District, and Department. The fundamental rules of an organization state how someone becomes a member, how they govern themselves, choose leaders, meetings, and all administration of your organization.

When the National Constitution, Bylaws and Standing Rules change, it automatically changes those of Department, District, and Units. If the documents are not updated, they would be (in conflict) with the national documents.

The following are changes that should be made to every Unit, District & Department Constitution & Bylaws. These were voted on by The American Legion and the United States Congress and were made part of the National Constitution. There is no vote that has to be taken for these as they are just housekeeping items so that the Unit, District & Department Constitution & Bylaws are not in conflict with the National Constitution.

AMERICAN LEGION AUXILIARY PREAMBLE TO THE CONSTITUTION

For God and Country,
We associate ourselves 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 during
GREAT WARS change to (ALL WARS),
To combat the autocracy of both the 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 participate in, and contribute to,
The accomplishment of aims and purposes of the American Legion,
To consecrate and sanctify our association.
By our devotion of mutual helpfulness.

ELIGIBILITY FOR MEMBERSHIP

Membership in the American Legion Auxiliary shall be limited to the:

- (1) Grandmothers, mothers, sisters, spouses, and direct and adopted female descendants of members of The American Legion; and
- (2) grandmothers, mothers, sisters, spouses, and direct and adopted female descendants of all men and women who served in either of the following periods: April 6, 1917, to November 11, 1918, and any time after December 7, 1941, who being a citizen of the United States at the time of their entry therein served on active duty in the Armed Forces of any of the governments associated with the United States during either eligibility periods and died in the line of duty or after honorable discharge;
- (3) grandmothers, mothers, sisters, spouses, and direct and adopted female descendants of all men and women who were in the Armed Forces of the United States during either of the following periods: April 6, 1917, to November 11, 1918; and any time after December 7, 1941, who served on active duty in the Armed Forces of the United States during either eligibility periods and died in the line of duty or after honorable discharge; and
- (4) to those women who of their own right are eligible for membership in The American Legion.

When changes need to be made it is actually a motion. Motion form is to simplify the process of presenting a motion by putting the reason behind the motion in plain language.

If you use the three-column form to inform you members of changes, the following is how it should be done:

- ❖ Column 1 would have the existing amendment.
- ❖ Column 2 would have the proposed changes (to amend) by striking out (with a line through them) and/or inserting in **BOLD** the changes to be made.
- ❖ Column 3 will have how the new amendment will read.

Remember to keep the language simple so that ANYONE can understand them.

Governing documents not only explain how an organization will function, and be governed, but it also has a direct impact on the rights of its members.

Standing Rules

Standing Rules are essential to every Units Constitution and Bylaws. Standing rules can be changed easily and often. They are adopted by a majority vote of your unit. They may be amended or rescinded at any meeting.

The Unit shall be governed by “*Robert’s Rules of Order, Newly Revised,*” on all points not covered by the Constitution and Bylaws.

