

BY-LAWS

SEAL BEACH POST NO. 4048 **VETERANS OF FOREIGN WARS OF THE UNITED STATES**

ARTICLE I **NAME AND LOCATION**

- Sec. 1 By virtue of the charter granted, this Post shall be known as **Seal Beach Post No. 4048** Veterans of Foreign Wars of the United States.
- Sec. 2 The location of this Post shall be in the City of **Seal Beach**, County of Orange, State of California.
-

ARTICLE II **SUBORDINATION**

- Sec.1 The supreme power of this association is vested in the National Convention and this Post. shall be at all times governed by the Congressional Charter and By-Laws of the Veterans of Foreign Wars of the United States, the By-Laws of the Department of California, orders issued by authority of the National Convention, National Council of Administration, the Commander-in Chief, the Department Convention, Department Council of Administration and the Commander of the Department of California. For the purposes of this Article and Section, Resolutions adopted by the National Convention are held to be lawful orders.
-

ARTICLE III **MEETINGS**

- Sec. 1 Place: The regular meeting place of the Post shall be at **Building #6, Naval Weapons Station, Seal Beach, California**. The Post may change its chartered location in accordance with the provisions of Section 206 of the National By-Laws and Manual of Procedure.
- Sec. 2 Time: The regular meetings of the Post shall be held on the **fourth Tuesday** of each month, to be called to order at **7 PM**. The Post may, after at least fourteen (14) days written notice to the Department Commander and the members of the Post, change its meeting place, appointed day or time upon a majority vote of the members present at a regular or special meeting called for such purpose.
- Sec. 3 Special meetings may be called in accordance with the provisions of the National By-Laws, Manual of Procedure, Section 203.
- Sec. 4 Quorum: Five (5) members in good standing shall constitute a quorum for the transaction of business.

**ARTICLE IV
MEMBERSHIP**

- Sec. 1 Membership in this Post, eligibility to, application for, acquiring and maintenance of, loss of and discipline shall be in accordance with the provisions of the National By-Laws.
- Sec. 2 The admission fee of this Post shall be **\$33.00**, payable in accordance with the National By-Laws
- Sec. 3 The dues of this Post shall never be less .than the amount required to cover Department and National dues.

**ARTICLE V
OFFICERS**

- Sec 1 Eligibility to, nomination, election or appointment, installation and term of office shall be in accordance with the provisions of the National By-Laws.
- Sec 2 The duties of all officers shall be those prescribed by National and Department By-Laws, lawful orders as the Post may direct and as these By-Laws may provide

**ARTICLE VI
COMMITTEES AND DUTIES**

- Sec. All Committees and their chairmen, unless otherwise provided, shall be appointed by the
1 Commander as promptly as possible after election to office, and as such shall serve at his will and pleasure. The Post Quartermaster, by virtue of his office, shall be treasurer of all committees handling funds.

Sec. The Standing Committees of the Post shall be as follows:

2	<input type="checkbox"/> Americanism	<input type="checkbox"/> Bingo	<input type="checkbox"/> Community Activities
	<input type="checkbox"/> House	<input type="checkbox"/> Membership	<input type="checkbox"/> Poppy
	<input type="checkbox"/> Publicity	<input type="checkbox"/> Relief	<input type="checkbox"/> Safety
	<input type="checkbox"/> Ways and Means	<input type="checkbox"/> Youth Activities	

- Sec.
3 **House Committee:** NOT APPLICABLE

**ARTICLE VII
CONTROL OF SUBSIDIARY UNITS**

- Sec. 1 Any activity, unit or clubrooms sponsored, conducted or operated by the Post, incorporated

separately from the Post or unincorporated, shall be at all times under the direct control of the Post.

Sec. 2 All funds derived from any of the above shall be in the custody of the Post Quartermaster.

Sec. 3 All money, property and assets of every kind as well as all records in connection therewith used, held and owned by any of the above activities is the property of the Post and must be placed in the care and custody of the Post Quartermaster.

Sec. 4 For purposes of this Article, the Ladies Auxiliary to the Veterans of Foreign Wars, the Military Order of the Cootie and its Ladies Auxiliary, the Men's Auxiliary are governed by Articles XI, XII and XIII respectively of the National By-Laws and Manual or Procedure of the Veterans of Foreign Wars and their respective By-Laws, Rules and Regulations.

ARTICLE VIII EXPENDITURE

Sec. 1 Expenditure of funds shall be made only after prior authorization by the Post and recorded in the meeting minutes by the Adjutant and approved by the Commander. All checks for the expenditure of Post funds shall be numbered sequence, the amount of each check to correspond with the meeting minutes authorizing the same. Unless otherwise provided for in these By-Laws, all disbursements of Post funds shall bear the signatures of the Quartermaster and Commander using acceptable banking practices. The Quartermaster shall be bonded in accordance with Section 703 of the National by-Laws.

Sec. 2 The adoption of this Article shall constitute authorization by the Post for the payment of bills, when and as due, for monthly rental, public utility service, newsletter publication and mailings, postage, janitor service and for janitor's supplies and minor emergency repairs authorized by the Commander and Quartermaster, provided that the amounts to be paid for monthly rental and for janitor service shall have been previously established by the Post,

Sec. 3 No other payment or expenditures shall be made except on the specific authorization of the Post in each and every case.

ARTICLE IX COMPENSATION

Sec. 1 No compensation shall be paid to any officer of this Post for his services as such officer, except as hereafter maybe provided.

Sec. 2 For services rendered, the Post may, by majority vote, pay the annual dues of the Adjutant and Quartermaster for the periods or parts of periods they serve as such, and such other compensation commensurate with their duties as may be determined and specified by vote of the Post.

ARTICLE X FUND RAISING PROMOTIONS/SOLICITATIONS

- Sec. 1 This Post shall solicit funds or donations only by prior vote of the members agreeing to the proposition. It shall not solicit funds or donations or otherwise engage in fund-raising activities or projects outside the immediate geographical area or community of the Post.
- Sec. 2 This Post shall not enter into any agreement with a promoter for the purpose of raising funds unless the said promoter shall have first furnished a good and sufficient surety bond in a principal sum sufficient to give the Post ample protection in the (30) days of the close of the campaign. If the promoter has made satisfactory settlement within the thirty day period, then surety will be determined to be discharged, otherwise the bond will remain in full force and effect.
- Sec. 3 If the bond cannot be furnished, then all collections shall be made by the members of the Post sponsoring the campaign or entertainment and said funds shall be paid to a bonded officer of the Post who shall hold the funds in his custody pending propel' pro rata distribution.
- Sec. 4 Fund-raising organizations or individuals conducting solicitations, activities or projects for a profit shall not be engaged or used by the Post for such purpose unless such engagement is made by written agreement between the Post and the organization or individuals providing those services. The form of any such written agreement must be submitted to the Department Commander for review at least thirty (30) days prior to any Post entering into any such agreement.
- Sec. 5 Unless previously authorized by a majority vote of the Post, no solicitations or ticket sales shall be permitted in the Post quarters or at socials or meetings unless such solicitations or ticket sales shall have been approved by the Post.
- Sec. 6 The Ways and Means Committee shall confine any such approved solicitations or ticket sales to stated meetings and socials of the Post in or around the Post quarters.
-

ARTICLE XI MISCELLANEOUS

- Sec. 1 Every member of this Post shall keep the Post Adjutant and Quartermaster advised of his current address by promptly reporting any change of same.
- Sec. 2 One copy of these By-Laws shall be issued to each elected and appointed officer of this Post.
- Sec. 3 In all Post procedure not provided for by the Congressional Charter and By-Laws or these By Laws, Demeter's Manual shall be the Authority, and it shall be the duty of the Post Judge Advocate, in an advisory way, when called upon to do so by the Post Commander to advise the Post Commander on the proper rule or rules.
-

ARTICLE XII SPEECHES

- Sec. 1 No member will be permitted to speak on anyone subject (pro or Con) more than twice; and the

first time no longer than five (5) minutes, and the second time no longer than three (3) minutes, with the exception of a committee report and recommendations and visiting guests who have a message to impart.

ARTICLE XIII AMENDMENTS

Sec. 1 These By-Laws shall become effective after adoption by this Post and after review by the Commander of the Department and Commander-in-Chief of the Veterans of Foreign Wars of the United States.

Sec 2 Unless otherwise provided for in Post By-Laws, these By-Laws maybe amended by the Post by a two-thirds vote of the members present at a stated meeting provided each member had been notified at least twenty (20) days in advance and upon request provided a copy of the proposed amendments. All amendments shall be forwarded through channels and reviewed by the Department Commander and the Commander-in-Chief before becoming effective.

Sec. 3 Wherever these By-Laws or subsequent amendments may be found to be in conflict with the present or any future National By-Laws and By-Laws of the Department, the latter shall prevail and be binding upon this Post as though written herein.

These By-Laws were adopted, subject to the review of the Commander-in-Chief and the Commander of the Department of California, Veterans of Foreign Wars of the United States on this **xxst** day of **xmonthx, 20xx**, at a regular meeting of this Post in the City of **Seal Beach** and County of Orange, State of California.

Seal Beach Post No. 4048
Veterans of Foreign Wars of the
United States

By **William Thomas**
Commander

OFFICIAL:By **Jim Mueller**
Adjutant

(Documents to be completed in triplicate with signatures of Post Commander and Adjutant affixed to each copy.)