



## **AMVETS LADIES AUXILIARY OHIO DEPARTMENT, DISTRICT AND LOCAL UNIFORM BY-LAWS**

### **ARTICLE I – MEMBERSHIP & DUES**

**Section 1** Eligibility for membership in AMVETS Ladies Auxiliary is limited to mothers, wives and grandmothers, regardless of age; to sisters, daughters, stepdaughters and granddaughters not less than eighteen (18) years of age, of regular members of AMVETS; mothers and widows regardless of age and sisters, daughters, stepdaughters and granddaughters not less than eighteen (18) years of age of deceased Veterans who would have been eligible for membership in AMVETS; and female veterans who served honorably in the Armed Forces of the United States or of allied countries anytime after September 15, 1940, who maintain their AMVETS membership unless they meet the established eligibility criteria. The term mother shall be construed so as to include any female member of the family of, or any female guardian of such person or deceased Veteran who has exercised or is exercising care and responsibility for the rearing of such person or deceased Veteran, or a step-daughter not less than eighteen (18) years of age. There shall be three (3) forms of membership: Annual Member, Life Member and Membership-at-Large.

Any member in good standing may transfer to any other Auxiliary on presentation of a completely executed transfer form issued by the Local Ladies Auxiliary. Report of the transfer shall be made to Departments and National Headquarters by the Secretary of the accepting Auxiliary showing the name and number of the Auxiliary from which the member transfers, and signed by the member. Such transfers shall be subject to approval of the accepting Auxiliary.

No person shall be a member of more than one Auxiliary at any one time. No person expelled by one Auxiliary shall be eligible for membership in any other Auxiliary without the consent of the expelling Auxiliary or the consent of the Department Executive Board after hearing an appeal. No member may be expelled from membership in AMVETS Ladies Auxiliary without due process as provided for in the Uniform Code of Suspension or Expulsion of a Member.

Honorary Membership – Honorary Memberships are granted in instances where circumstances and/or qualifications merit such distinction and shall be limited to persons who are not eligible for regular membership. Local Auxiliaries may grant one Honorary Membership per year. Any Honorary Membership card may be purchased from National Headquarters for a one-time fee of five (\$5.00) Dollars to be paid by the issuing Auxiliary. Honorary Membership shall be reviewed annually for the continuance of honorary status. The issuing Auxiliary can rescind an Honorary Membership or, if an Honorary Member becomes eligible for regular membership the Honorary Member shall become a regular member of AMVETS Ladies Auxiliary. Notification of such action shall be sent to the Honorary Member

and to AMVETS Ladies Auxiliary Department Headquarters. 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.

**Section 2**

The minimum dues per member shall be Twenty-One Dollars and Sixty Cents (\$21.60) per year. Each Local Ladies Auxiliary shall remit to National annually the sum of Ten (\$10.00) Dollars for each member for National dues and the sum of Nine (\$9.00) Dollars for each member to the Department annually for Department dues, and Two Dollars and Sixty Cents (\$2.60) combo donation (Hospital \$1.60 and \$0.25 to the Betty J. & Paul C. Welch Memorial Scholarship Fund and \$0.75 to the general fund. The balance, if any, shall remain in the Local treasury. Life member dues are One Hundred Eighty-Five (\$185.00) Dollars; One Hundred Twenty-Five (\$125.00) Dollars for National Department, Forty (\$40.00) Dollars to the Ohio Department and Twenty (\$20.00) Dollars will remain in the Local treasury. Dues shall be remitted to the Department Secretary monthly by Local Ladies Auxiliaries, preferably immediately following the regular business meeting. Dues shall be payable annually or for life.

**Section 3**

This Department recognized the formation of District and Local Auxiliaries.

**Section 4 - SUBORDINATE ORGANIZATION**

(a) GAVELIERS - The Immediate Past Department President shall be Chairman.

(b) SACKETTES- Shall be recognized in good standing within the Department of Ohio

**ARTICLE II - DEPARTMENT OFFICERS**

**Section 1**

The Department shall elect a President, First Vice President (Membership and Insurance Coordinator), Second Vice President (Child Welfare Chairman), Third Vice President (Community Service Chairman), Legislative Liaison Officer (PDP 2 year term, odd years), Treasurer, Chaplain (Scholarship Chairman), Americanism Officer, Sgt.-at-Arms, Public Relations Officer-Historian, Hospital Chairman (2 year term, odd years), and National Executive Committee Woman (2 year term, even years). District Presidents shall be elected on the District floor. They shall be considered Department Officers with per diem. Effective 9/1/97, District and Local Auxiliaries may elect or appoint the following offices: Chaplain, Americanism, Sgt.-at-Arms, PRO-Historian, Hospital and Parliamentarian.

In the event the office of President is vacated due to death, disability, or resignation, the First Vice President shall serve as the President for the unexpired term. In the event neither the President nor the First Vice President can serve, the Second Vice President and Third Vice President, in order of succession, shall serve as President.

The newly placed Department President shall immediately call into session the Department Executive Board, who shall, within the maximum of two (2) weeks after such death, disability or resignation, fill the unexpired term of the office from which she left to fulfill the office of President.

The President, on any level, with the majority approval of the Executive Board, shall fill all other vacancies. Having filled such office by succession or appointment to a vacancy shall not constitute an election. She shall be eligible for election to the same office.

**Section 2** The Immediate Past Department President (PDP) shall be eligible for election as a delegate to the National Convention and the Department President shall be eligible for election as Alternate to the National Convention, since the Department Delegate and Alternate to the National Convention shall not be considered Department Officers.

a) The President shall appoint a Parliamentarian (a Past Department President being eligible for this office), for a one (1) year term. VAVS Representatives and Deputies are appointed indefinitely. The President shall appoint VAVS Representatives and Deputies if there are any vacancies or they may be replaced for failure to do the duties of their office. The VAVS Representatives shall be considered Department Officers.

(b) The President shall appoint a Long Range Planning Committee Chair, AMVETS Family Service Representative, Convention, Fall and Mid-Winter Conference Chair, Credentials Chair, Junior AMVETS Advisor, Bowling Chair and Honors and Awards Chair for a one (1) year term with the approval of the Executive Board and the meeting floor at the next scheduled Department meeting.

**Section 3** A Ladies Auxiliary member in good standing shall not be nominated or elected to a Department Office unless she has completed one (1) year as a Local President and District President, with the exception of the Department Treasurer. Districts can have no more than three (3) elected Department officers, excluding President, District President, Treasurer, NEC Woman and Legislative Liaison Officer.

**Section 4** The Department President may be re-elected but shall not serve for more than two (2) consecutive terms. No other elected or appointed officer shall serve more than four (4) consecutive terms, excluding Treasurer and VAVS Representatives.

**Section 5** The Department Officers shall be installed by a National Officer, Past National President, or a Past Department President. Installation shall take place at the close of the Department Convention. The President elect shall choose the installing officer. The Officers shall assume their duties following the close of the Department Convention. The newly elected Department Executive Board shall convene immediately following the close of the Department Convention and transact all necessary business and approval of appointments for the new fiscal year.

**Section 6** Any Department Officer or Committee Chairman missing two (2) consecutive meetings without a reasonable written excuse shall automatically be retired from her office; said Officer to be removed with the consent of the Executive Board after the Officer has been duly notified of the impending action. The office shall be filled in accordance with the By-Laws.

**Section 7** An Elected Officer may be removed from office only by a two-thirds vote of the Executive Board, excluding ex-officio Past Presidents after written charges against such Officer have been preferred and furnished, by registered mail, to the Officer concerned. A hearing shall be held by the Executive Board within thirty (30) days of such notice with such results of said hearing to be presented to the Officer in question within ten (10) days.

(a) Charges may be preferred by an Elected Officer or by three members of the Executive Board based upon disloyalty, neglect of duty, violation of law that reflects unfavorably upon AMVETS Ladies Auxiliary, dishonesty, or conduct unbecoming a member of AMVETS Ladies Auxiliary.

(b) Procedure for the hearing shall be prescribed by the Uniform Code of Procedure for the Suspension of Expulsion of an AMVETS Ladies Auxiliary Member.

**Section 8** The Department President shall be invited to install Local Ladies Auxiliaries. In the event that she is unable to attend, the following shall be invited to install: Past National Presidents, Past Department Presidents, present Department Officers, and present National officers. Local Ladies Auxiliaries may be installed by their own Past Local Ladies Auxiliary Presidents.

### **ARTICLE III - DEPARTMENT EXECUTIVE BOARD**

**Section 1** The Department Executive Board shall be composed of all Elected Officers, the Parliamentarian, and two (2) Immediate Past Department Presidents.

**Section 2** The Department Executive Board shall handle administrative matters between Department meetings.

**Section 3** A quorum shall consist of two-thirds (2/3) of the Department Elected and Appointed Officers.

**Section 4** In the event of a Summer Officers Meeting, the Department shall conduct an Officer's Workshop. PDP's or others chosen by the President shall conduct the Workshops.

### **ARTICLE IV - COMMITTEES**

**Section 1** Standing Committee of the Department shall be: Appeals, Constitution and By-Laws, Finance, Service Foundation, Executive Secretary Steering Committee, Long Range Planning Committee, with the approval of the Executive Board and the meeting floor at the next scheduled Department meeting.

**Section 2** All Department Chairmen are required to submit reports to the National Executive Committee Woman prior to the mid-year NEC and National convention. The NEC Woman shall forward to proper National Chairman.

**Section 3** Special recognition in the form of a charm bracelet shall be given to a VAVS (Veterans Affairs Volunteer Service) Representative or Deputy, and OVH who has

served a total of ten (10) consecutive years as an active representative for AMVETS Ladies Auxiliary, Ohio Department and the Veterans Affairs Voluntary Service. A charm shall be given for each additional five (5) years, effective July, 1994. It shall be the responsibility of the Representatives or Deputies to notify the Department President of her years of service. Verification from the Hospital is required.

**Section 4** The Long Range Planning Committee shall consist of four (4) Past Department Presidents to serve on a rotation cycle of 4, 3, 2 and 1 year. The Immediate PDP will be an automatic member for one (1) year and two (2) current District Presidents. The President will appoint a PDP to the four (4) year term. The President shall appoint a Chairman from within the Committee. The Chairman does not necessarily have to be the 4-year appointment.

**Section 5** The Executive Committee shall be composed of all Department Officers and Appointees to Standing Committee Chairmen, and all Past Department Presidents. The Executive Committee may meet prior to the general business session of the Fall & Mid-Winter Conference, and the State Convention. A quorum shall consist of 2/3 of the members of the Executive Committee.

#### **ARTICLE V - DEPARTMENT CONVENTION, MID-WINTER AND FALL CONFERENCE**

**Article 1** Charter validation will be due to Department by June 1<sup>st</sup> of each year. This information to include Officers List (current) revalidation form; Federal I.D. Number and IRS form, if required.

**Section 2** A Department Convention, Mid-Winter Conference and Fall Conference shall be held annually at the same time and in the same city as the AMVETS.

**Section 3** The members of the Department Convention and Conferences shall consist of all Department Officers, Standing Committee Chairman, Local Ladies Auxiliary Delegates, all Past Department Presidents and all Past National Presidents who are members of the Ohio Department.

**Section 4** Each member shall be entitled to one (1) vote. The President may vote in the event of a tie. The vote of an absent delegate may be cast by her alternate. At all times, alternates shall have all the rights and privileges of the delegates, except to vote.

**Section 5** Each Local Ladies Auxiliary shall be entitled to two (2) delegates for the first ten (10) members and one (1) delegate for each additional ten (10) members or fraction thereof.

**Section 6** A majority of the registered voting delegates shall constitute a quorum to conduct business.

**Section 7** The registration fee shall be Ten (\$10.00) Dollars for pre-registration and Fifteen (\$15.00) Dollars for on site registration for all delegates, alternates, and guests, except in the event the Department of Ohio AMVETS sponsor an official function, as in the case of dance, in support of our parent organization, said pre-registration

shall be Ten (\$10.00) Dollars and on-site Fifteen (\$15.00) Dollars plus whatever the cost of the function set by the Department of Ohio AMVETS. Guests from other Departments and Department Officers, Past Department Presidents, shall have their registration fees waived.

**Section 8** All alcoholic beverages are banned from Department Ladies Auxiliary meetings to show proper respect to the open Bible and to honor our Flag.

#### ***ARTICLE VI - DEPARTMENT SECRETARY***

**Section 1** The Secretary shall be located at AMVETS Department of Ohio Headquarters.

**Section 2** The Secretary shall attend all Department meetings for the purpose of taking minutes.

**Section 3** The Secretary shall handle and transmit all membership to the National Ladies Auxiliary in a timely fashion, prepare and mail bulletins and mailings. Minutes to be mailed 30 days after Conferences and in a timely manner after Department Convention.

**Section 4** The Secretary shall record and transmit all money to the Department Treasurer in a timely manner.

**Section 5** The Secretary shall be under the guidance of the Department President, Department Parliamentarian and Executive Secretary Steering Committee.

**Section 6** The Secretary is liaison between the AMVETS Executive Director and the Department President for hotel accommodations and shall be assisted by the Chairman and Credentials Co-Chairman.

#### ***ARTICLE VII - DISTRICTS UNIFORM BY-LAWS***

**Section 1** A minimum of two (2) Local Ladies Auxiliaries shall be required to organize and maintain a district.

**Section 2** District organizations shall hold a minimum of two (2) meetings a year. Officers shall be elected and installed in the month of May and assume their duties prior to June 1. The District Officers and Chairmen may parallel those of the Department insofar as the body wishes. Revalidation form must be filed with Department annually by June 1.

District meetings shall be held in accordance with AMVETS District meetings.

**Section 3** District organizations may bring recommendations to Department Conventions or Department Executive Meetings.

**Section 4** Districts shall be organized in accordance with the AMVETS Department of Ohio Districts.

**Section 5** Each District is authorized to enact whatever administrative and fiscal policies and procedures in their Standing Rules as may be necessary to operate efficiently as a District, including the authority to establish dues and assessments from their member Auxiliaries, provided such policies are not in conflict with the National Constitution and By-Laws.

**Section 6** Executive Board & Executive Committee: The Executive Board shall be comprised of all Elected Officers and the Parliamentarian who shall be charged with the administrative affairs and property of the District Auxiliary. The District President shall be the Chairperson.

The Executive Committee shall be comprised of the President, Immediate Past President, Elected Officers and Appointed Chairpersons. The District President shall be the Chairperson.

**Section 7** Quorum: At all regular meetings and special meetings, at least two auxiliaries and six (6) members present shall constitute a quorum, providing at least two elected district officers are, one of whom to preside.

A quorum at Executive Committee meetings shall consist of five (5) voting members of the committee.

The Executive Board Meetings shall consist of three (3) members of the Committee.

## **ARTICLE VIII - LOCAL AUXILIARIES UNIFORM BY-LAWS**

**Section 1** Local Auxiliaries may be formed by not less than ten (10) new applicants eligible for membership to the Department of Ohio. A current or Life Member of another Auxiliary may transfer, but will not count in the initial ten (10) applicants. If the Department approves, a Charter shall be issued. Each Charter shall be signed by the National President, National Executive Secretary, Department President and Department Executive Secretary.

Local Auxiliaries shall be subject to the jurisdiction of the National Constitution and Department Uniform Auxiliary By-Laws. No provision of a Local Auxiliary Standing Rules shall conflict with or is contrary to, the provisions of the National Constitution and Department Uniform Auxiliary By-Laws. Each Local Auxiliary member has the right to appeal any action she feels she has a grievance of or that violates her constitutional rights. She shall follow the Uniform Code of Procedure outlined in these By-Laws.

**Section 2** Annual and Life membership dues of an Auxiliary Member shall be no less than the amount required by the Department and National organization.

**Section 3** *Executive Board & Executive Committee:* The Executive Board shall be comprised of all Elected Officers and the Parliamentarian who shall be charged with the administrative affairs and property of the Local Auxiliary. The Local President shall be the Chairperson.

The Executive Committee shall be comprised of the President, Immediate Past President, Elected Officers and Appointed Chairpersons. The Local President shall be the Chairperson.

**Section 4** Officers: The Auxiliary shall elect a President, 1<sup>st</sup> Vice President, 2<sup>nd</sup> Vice President, 3<sup>rd</sup> Vice President and Treasurer. All remaining offices may be elected or appointed by the President, with the approval of the body, in accordance with the National Constitution of AMVETS Ladies Auxiliary

Nominations shall be made from the floor at a regular meeting held in the month of April. Second Nominations & Elections of Officers shall be held at the Annual Meeting in May of each year and legally installed prior to June 1.

Officers will assume their duties in accordance with the Local auxiliary's standing rules.

Revalidation forms must be received by Department no later than June 1 of each year.

**Section 5** Quorum: At all regular meetings and special meetings, at least six (6) members present shall constitute a quorum, providing at least two elected officers are present, one of whom to preside.

A quorum at Executive Committee meetings shall consist of five (5) voting members of the committee.

The Executive Board Meetings shall consist of three (3) members of the Committee.

**Section 6** Meetings: There shall be a minimum six (6) Regular Meetings per year.

The Annual Meeting shall be held in the month of May.

Special Meetings may be called by the President or any four (4) members of the Executive Committee with at least fifteen (15) days prior notice to the members.

**Section 7** Each Local is authorized to enact whatever administrative and fiscal policies and procedures in their Standing Rules as may be necessary to operate efficiently as a Local Auxiliary, including the authority to establish dues and assessments from their Auxiliary members, provided such policies are not in conflict with the National Constitution and By-Laws.

## **ARTICLE X - APPEALS**

The constitutional rights of all members shall be protected by the right of appeal.

The Appeals Board shall be comprised of three (3) members from the Executive Committee, one of which shall serve as Chairman to be appointed by the President to hear appeals referred by AMVETS Ladies Auxiliaries. The Parliamentarian shall be an ex-officio member of this Committee upon completion of the following steps:

- Step #1** AMVETS Ladies Auxiliary members or Ladies Auxiliaries desiring to appeal will present a statement thereof to the Local President, who will then refer the written and signed complaint to the Local Appeals Board.
- Step #2** The Chairman shall arrange a meeting of the Appeals Board to conduct a hearing. The parties involved will be heard separately and in conference and the Board and parties involved shall make every effort to reach an agreement.
- Step #3** A Local AMVETS Ladies Auxiliary member has sixty (60) days to appeal to her Ladies Auxiliary. Local Auxiliaries have sixty (60) days to appeal to the Department of Ohio, whose decision shall be final. The Department of Ohio is granted the right to appeal to National. The records of the appeal shall be sealed and kept for a period of three (3) years on the level where the decision was rendered. The record may be opened by the Appeals Board upon orders of the President on the level where the decision was rendered.

**ARTICLE XI - UNIFORM CODE OF PROCEDURE FOR THE SUSPENSION OR EXPLUSION OF AN AMVETS LADIES AUXILIARY MEMBER**

- Section 1** Any member of AMVETS Ladies Auxiliary may prefer charges against any other Auxiliary member alleging any of the following causes for suspension or expulsion. A proper hearing protects any member of AMVETS Ladies Auxiliary, who determines that her constitutional rights as a member have been violated by any other Auxiliary member.
- a) All Local Auxiliaries problems shall be resolved within the confines of the Local Auxiliary. If and when it becomes necessary to secure further information and advice, the matter shall be referred to the Department President, who shall refer it to the proper Department Officer.
  - b) Local Auxiliaries shall provide a procedure and provision to protect the constitutional rights of the individual member, and shall provide the necessary procedure for hearing appeals in accordance with Department Uniform By-Laws, in the Section titled "Right to Appeal." Members may be suspended or expelled for any of the following reasons:
    - 1) Failure to comply with any obligation imposed on members under the National Constitution and By-Laws.
    - 2) Any violation of law that reflects unfavorably on the name AMVETS or AMVETS Ladies Auxiliary.
    - 3) Any other conduct unbecoming an AMVETS Ladies Auxiliary member.
    - 4) Procurement of membership by fraud or deception.
    - 5) A member may be suspended or expelled upon proper showing of cause. Written charges may be based on neglect of duty, misappropriation of Ladies Auxiliary Funds or disregard of the provisions of the National Constitution and By-Laws.
    - 6) No person who is a member of, or who advocates the principles of any organization believing in, or working for the overthrow of the United States Government by force, and no person who refuses to uphold and defend the

Constitution of the United States shall be privileged to become or continue to be a member of this organization.

- Section 2** Any member of AMVETS Ladies Auxiliary may prefer charges against any other member alleging any of the foregoing causes for suspension or expulsion. Such charges shall be made under oath, in setting forth the time and place of the offense or other basis for the charges, in writing, as near as may be practicable, written and signed by the accuser. Any member of AMVETS Ladies Auxiliary who determines that her constitutional rights as a member have been violated by any body of this organization, is protected by proper hearing.
- Section 3** Any charges and specifications shall be filed with the Auxiliary President of the Auxiliary to which the member complained about belongs or if said member is a member-at-large, then with the National President. On receipt of said charges and specifications, said respective President shall, within seven (7) days, send a copy thereof by certified mail to the member complained about, together with a notice fixing a date, place and time of a hearing to be held not less than thirty (30) days after said date of mailing.
- Section 4** Said charges and specifications shall be heard by the Appeals Committee at a hearing. At the hearing, the member complained about shall have the right to be represented by counsel and to cross-examine her accuser(s) and witnesses presented against her. All parties involved and their witnesses shall be heard separately and be available to the Committee until a decision has been reached. No member against whom charges have been preferred or who has preferred charges against another member shall sit in judgment on any panel hearing or deciding the matter.
- Section 5** The Local Auxiliary Parliamentarian or Department Parliamentarian, as the case may be, shall hear the charges, and the attendance of a court reporter shall be permitted, or the charges may be recorded.
- Section 6** The Presiding Officer of said Appeals Committee shall decide all questions as to the relevancy of evidence and the regularity of the proceedings. Every effort shall be made to reach an agreement and to resolve the differences and complaints of the parties. Each party is advised that all information and testimony shall be held in strict confidence and shall not be discussed outside the appeals hearing.
- Section 7** At the conclusion of the hearing, a vote shall be taken to determine whether there is a basis for the charge(s). If it is determined that there is no basis for the charges, the charges will be dismissed. If the charges are not dismissed, then a vote shall be taken on the guilt or innocence of each charge(s) and each of the specifications. A two-thirds (2/3) vote of the members of the Appeals Committee hearing the charges and specifications shall be required to sustain any charge(s) or specifications. The voting shall be secret or open, as the Appeals Committee, by majority vote, shall determine.
- Section 8** If any charge or specification is sustained, the member shall be deemed to be guilty. The Appeals Committee at the hearing shall then determine the degree of

punishment and whether there shall be a suspension from the benefits or membership and, if so, for how long; or expulsion from membership.

- Section 9** Any member whose membership is suspended or forfeited may appeal to the next highest level (*i.e.*, from Local Auxiliary to Department Appeals Committee) where the decision will be final. Notice of Appeal must be filed in writing with the appellate body not later than fifteen (15) days after the imposition of the penalty.
- Section 10** In the event charges are filed against any National elected or appointed Officer, such charges shall be directed to the National President.
- Section 11** The decision of the appellate body on the Department level shall be binding and final.
- Section 12** The procedure for the hearing of an appeal by the Department Appeals Committee shall be prescribed by the Department Parliamentarian and the procedure for the handling of an appeal to be heard by the Committee shall be governed by the State of Ohio AMVETS Ladies Auxiliary Uniform By-Laws. No procedure at any level, however, shall be inconsistent or in conflict with the National Constitution and By-Laws or this code.

THE SERIOUSNESS AND POSSIBLE LEGAL RAMIFICATIONS OF THE ABOVE ACTIONS SHOULD AT ALL TIMES BE CONSIDERED. THE CONSTITUTIONAL RIGHTS AND RESPONSIBILITIES OF MEMBERSHIP SHALL ALWAYS BE THE FIRST PRIORITY. PERSONALITY CONFLICTS AND PROBLEMS ARE NOT AN ISSUE FOR INFRINGING ON MEMBERS' CONSTITUTIONAL RIGHTS. PROBLEMS FROM THE POST CLUBROOM ARE UNDER THE AMVETS JURISDICTION OR LICENSING LAWS AND SHOULD BE HANDLED BY THE AMVETS.

## **ARTICLE XII - AUTHORITY**

- Section 1** These By-Laws may be amended by two-thirds (2/3) vote of the total registered delegates on the floor at any Department Conference. Proposed recommendations/amendments to these By-Laws must be submitted sixty (60) days prior to the Department Convention to the Department Parliamentarian.
- Section 2** These By-Laws shall automatically be amended by any motion taken at the Department Convention of AMVETS governing changes in the AMVETS Constitution and affecting the By-Laws or by any National Convention of AMVETS Ladies Auxiliary where action shall affect the By-Laws.
- Section 3** All amendments adopted at the Department Convention will take effect upon approval of AMVETS Department Commander and Judge Advocate, as well as the AMVETS Ladies Auxiliary National Parliamentarian.
- Section 4** The parliamentary authority is ROBERT'S RULES OF ORDER, Revised October 2000.
- Section 5** These By-Laws shall be reviewed every three (3) years and approved by the National Parliamentarian.

**Section 6** These By-Laws may be amended at any Department Convention by unanimous vote.

**APPROVED BY:**

s/Betty Lawson 8/1/07  
**National Parliamentarian / Date**

s/Jeannine Reznick 7/19/07  
**Department President / Date**

s/Ralph Riddle 7/27/07  
**Department Commander / Date**

s/Beverly Box 7/20/07  
**Department Parliamentarian / Date**

s/Dan Snyder 7/26/07  
**Department Judge Advocate / Date**

**s/ Signatures on original copy filed with the Department Parliamentarian**

**APPROVED ON CONVENTION FLOOR: JUNE 2007**