

CONSTITUTION
OF
TINLEY PARK POST NO. 615
THE AMERICAN LEGION
DEPARTMENT OF ILLINOIS

PREAMBLE

For God and Country, we associate ourselves together 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 in the Great Wars; to inculcate a sense of individual obligation to the community, State and Nation; to combat the autocracy of both the classes and the masses; to make right the master of might; to promote peace and good-will on Earth; to safeguard and transmit to posterity the principles of Justice, Freedom, and Democracy; to consecrate and sanctify our comradeship by our helpfulness.

ARTICLE I - Name

Section 1. The name of this organization shall be Tinley Park the American Legion, Department of Illinois, a corporation not for pecuniary profit and existing under and by virtue of the Laws of the State of Illinois.

Section 2. The business address of the above corporation and Post shall be 17423 S. 67th Court, Tinley Park, IL. 60477.

ARTICLE II - Objectives

Section 3. The objectives of this Post shall be to promote the principles and policies as set forth in the Preamble of the Constitution of the American Legion.

ARTICLE III — Membership

Section 4. Eligibility for membership in this Post shall be as prescribed by the National Constitution of the American Legion.

Section 5. There shall be no form or class of membership except an active membership, and dues shall be paid annually or for life. Anyone joining this post that is on active duty during a time of declared national conflict shall have his dues paid by this post for as long as he remains on active duty.

Section 6. Every application for membership must be made in writing on a regularly approved application card outlining the applicant's Honorable Campaign Service.

Section 7. After the applicant has given in detail the pertinent information required on the application card, it shall be presented to the Membership Chairman with current dues and Initiation Fee, said Initiation Fee to cover the provisions for an official American Legion cap. It shall be the obligation of the member who recommends the applicant plus one other member to determine the eligibility of the applicant by examining his or her discharge or certificate of discharge. The application must be signed by the applicant and the recommending member. The Membership Chairman shall report the application to the floor to be voted upon at the next regular meeting.

Balloting on the applicant may be made by ballot or voice vote. It shall take a majority of the votes cast to carry the vote. Should there be no objection from any member present, several applications for membership may be accepted by voice vote. Upon the request of any one member any individual's application must be voted upon separately by ballot, and on the request of any three members, all applications must be voted upon separately by ballot. Should an applicant be rejected by the vote of the Post his admission fee and dues shall be returned to him by the Finance Officer and he shall not again be proposed for membership in this Post for at least

one year after rejection. The applicant shall be informed by the Sergeant-at-Arms of his rejection. If the applicant challenges the rejection, the Commander shall appoint a committee of three past commanders to explain the reasons for said rejection.

Section 8. The Senior Vice Commander henceforth shall receive all membership dues for renewals and for new members. He shall then turn over such monies to the Finance Officer and send out the new membership cards promptly.

Section 9. Members may be suspended or expelled only upon a proper showing of causes. Charges shall be based upon disloyalty, neglect of duty, dishonestly, or conduct unbecoming a member of The American Legion. All charges by the accusers must be made in writing and notarized and no member in good standing shall lose his membership until given a fair trial in such manner and form as the Department By—Laws and Department Executive Committee shall prescribe. A member whose suspension or expulsion from this Post has been upheld by the Department Executive Committee may be readmitted to membership in this Post or in another Post in strict accordance with such conditions or requirements as set forth by the Department Executive Committee.

ARTICLE IV - Delinquency Resignation and Transfers

Section 10. Legion membership is annual, the Legion year being from January 1 to December 31. Dues are payable in advance, immediately following the Department Convention. If dues are not paid in advance of January 1 of each calendar year, the member continues to be a member in good standing until February 1; and thereafter for two months (February and March) the member is classified as delinquent. If dues have not been paid by April 1, members are suspended, but nevertheless members with no privilege except that of reinstatement by vote of the Post and payment of dues; and dues not being paid, such membership continues for a period of nine months, to December 31, at which time the member is dropped from the roll by Constitutional mandate and the membership is forfeited.

Section 11. A member may resign from his Post at any time while his dues are paid and can thereafter join another Post as a new member, in which event the continuity of his Legion membership is broken, and upon resignation the Post is not required to rebate any part or portion of the member's dues.

Section 12. The only method of transferring from one Post to another so that the continuity of membership in the Legion is not broken is by formal transfer, which is available only to members in good standing.

A member of a Post may not join another Post without the formality of a transfer. Being a member of more than one Post at one time is a violation of the Constitution.

The right to transfer does not carry the right to be accepted by any Post. Before accepting a transfer from another Post, the membership chairman shall check his standing with the Commander of his old Post.

On transfer there shall be no transfer of funds from dues, etc. The accepting Post shall recognize the fact of dues having been paid to the Post from which transfer is effected and shall make no charge there for.

In all instances where a member of The American Legion during a current year transfers from one Post to another after payment of his current year's dues, the transferring Post shall retain said dues and shall have credit for such membership during the remainder of such year for which said dues were collected, but said transferred member shall be entitled to all of the benefits and assume all of the responsibilities of membership in the Post to which transfer is made, after such transfer is effected.

ARTICLE V - Officers

Section 13. The elected officers of this Post shall be post Commander, Senior Vice Commander, Junior Vice Commander, Finance Officer, Assistant Finance Officer, Chaplain, Sergeant-at-Arms, and delegates and alternate delegates to the District, Division and Department.

The appointed Officers shall be as follows: the Adjutant, Service Officer, Judge Advocate and all others as stated in the National By Laws.

Section 14. The Executive Committee shall consist of the above elected officers and all Past Commanders. They shall meet at least once a month, one hour prior to the regular business meeting on the first Tuesday of each month or at the call of the Senior Vice Commander or three committee members. The Adjutant shall take the minutes of all meetings. Six current Committee members shall constitute a quorum. The Committee shall act in accordance with the duties as set forth in the Post Commander's Guide.

Section 15. The Executive Committee shall appoint a nominating committee of three members at the first meeting in February. This committee shall determine the capability and fitness of members for office in the forthcoming election. The nominating committee chairman shall submit the committee's recommendations for officers on the first night of nominations. After their report, other candidates maybe nominated from the floor by members in good standing. Nominations for any office may not be closed until after three calls for nominations have been made. All members in good standing that have been a member for one calendar year or more are eligible for office. In case of extenuating circumstances the final decision shall be made by the Executive Committee.

Section 16. The elective Post Officers shall be nominated at the first meeting in April and due notice of such meeting shall be made to all members in good standing not less than three days prior to the meeting. The election shall be at the first meeting in May.

Section 17. Election of officers shall be made for one office at a time. Each contested office shall be voted by paper ballot. In case an office is not contested, the Adjutant shall be instructed to cast a unanimous ballot for that candidate.

Section 18. The Commander and his slate of elected officers shall assume office at the first meeting following the Department Convention. At this meeting the Commander shall name his appointive Officers and Standing Committee Chairmen. After taking office he may appoint other chairmen or committees which maybe deemed necessary.

The Commander, subject to the approval of the Executive Committee, shall appoint a House Committee of seven members. The responsibilities of this committee shall be the administration, and supervision of the maintenance, operation and management of all the Post quarters and facilities. They shall select their own chairman. A quorum shall consist of four members. The entire House Committee shall be responsible to the Executive Committee.

The House Committee shall appoint a Post member for Bar Chairman, who shall supervise the operation of the Post Bar facilities. The Bar Chairman will be responsible only to the Chairman of the House Committee.

The House Committee shall also appoint the Booking Chairman, who shall be responsible only to the Chairman of the House Committee. All members in good standing, who have been members of the Post for one calendar year or more, are eligible for hall rental at one-half of the normal rate.

The Chairman of the House Committee shall clear all purchases for the operation of the building.

Finances for the functioning of this committee shall be known as the TINLEY PARK AMERICAN LEGION POST 615 BAR ACCOUNT. The source of these monies will be bar receipts and hall rentals. Any other income shall be put into an account called the TINLEY PARK AMERICAN LEGION POST 615 GENERAL ACCOUNT. The Posts Finance Officer will be custodian of the bar and general accounts and will pay appropriate bills on approved vouchers.

A written report of receipts and expenditures all accounts will be made on a calendar month basis, to be submitted at the subsequent month's Post business meeting.

Section 19. The duties of the Officers shall be as set forth in the American Legion Post Handbook and Manual of Ceremonies.

In addition to his previously designated duties, the Sergeant-at-Arms or his alternate shall be responsible for the posting of Post and National Colors at meetings and at all other functions as needed.

ARTICLE VI — Meetings

Section 20. The regular meetings of the Post shall be held the first and third Tuesdays of each month at 7:30 p.m. at such place as shall be designated by the Post. If for adequate reason, the Post may change the date of the meetings, notice of such change shall, be sent to the membership prior to the first such meeting.

Section 21. Twelve members in good standing shall constitute a quorum for the transaction of all business at any annual, regular or special meeting, but a lesser number may adjourn any meeting.

Section 22. The annual meeting shall be the first meeting following the Department Convention at which time all annual reports for the preceding year shall be read.

Section 23. Special meetings may be called by the Commander or any three elected officers of the Post or by the majority vote of the members present at any meeting of the Post or by written request of twelve members of the Post in good standing. In the event of such meeting a notice thereof shall be mailed to all members of the Post by the Post Adjutant. The notice shall state the purpose of the special meeting and no other business shall be transacted at said meeting.

Section 24. The order of business at all regular meetings of the Post shall be as set forth in the American Legion Handbook.

Section 25. Procedure of all business meetings shall be governed by Roberts Rules of Order, when not governed by the By-Laws of this Post and when not in conflict with the Constitution and By-Laws of the National and Department organizations of the American Legion.

ARTICLE VII - Finances

Section 26. No bills shall be paid by the Finance Officer unless they have been approved by majority vote of the Post members present at an authorized convened Post meeting, except that the Finance Officer may pay all bills for which the Post has been previously and lawfully obligated by agreement. Under no circumstances shall any Post Officer or committee member of the Post contract any financial obligations of more than \$250.00 without first having received approval therefore of the majority of the Post members present at any authorized convened Post meeting. All Post finances shall be audited annually, immediately following Department Convention, or upon a change of Finance Officer. The incoming Commander shall appoint an auditing committee consisting of three members to carry out this requirement.

ARTICLE VIII - Presentations

Section 27. All presentations of awards, citations, medals or trophies are to be presented by the chairman of the committee involved or by any person the Commander may designate.

ARTICLE IX - Funerals

Section 28. Upon the death of a member, the Chaplain or Post Commander shall ascertain from the family of the deceased member whether they desire a Legion funeral.

Section 29: . In the event of a Legion ceremony being desired the Post Sgt. at Arms shall ascertain that the services are conducted in conformity with the United States Army, Navy or Marine Corps regulations for Military Burials and with the National of Department Regulations for Legion Funerals.

Section 30. Immediately upon the death of a member, the Post Chaplain shall post as complete details as are available on the Post bulletin board.

Section 31. The Post Commander or Chaplain shall have the authority to purchase a memorial or issue a check to the next of kin in an amount not to exceed \$75.00 for the death of a current member.

ARTICLE X — Illness

Section 32. The Commander or Service Officer shall have the authority to purchase a gift costing not more than \$25.00 annually for members confined on account of prolonged illness.

ARTICLE XI — Miscellaneous

Section 33. An elective office shall be declared vacant if the holder of such office misses three consecutive meetings without valid cause. Written notification of intention to declare the office vacant must be sent to the office holder in question. Election to fill the vacant office will be held at the next business meeting, following notification of the membership.

In the event of the vacating of any of the elective offices through death, resignation or other causes, the membership shall be notified of an election to fulfill the term. In the interim the vacated office shall be filled by an appointment of the Executive Committee.

Any appointive officer or chairman or member of a committee may be relieved of his duties upon the discretion of the Commander with good and valid cause, or upon the vote of the majority of the members present at any regularly convened meeting.

No officer shall change any method of bookkeeping or record keeping in any office unless approved by the Executive Committee.

Section 34. A roll call of all officers shall be made immediately after the meeting has been called to order and become part of the minutes. The Adjutant shall prepare an attendance record of all officers, said report to be made available to all interested members requesting same.

Section 35. These By-Laws may be amended at any time by an affirmative two—thirds vote of all members present at a regular meeting provided that the proposed amendment has been presented in writing and read at a prior Post meeting and the proposed amendment be sent to all members of the Post at least five days prior to the meeting at which it is to be voted upon. The proposed amendment must be signed by at least five members in good standing.

Section 36. The Commander shall have a voting right on all committees, but only to break a tie.

These By-Laws, with revisions included, are effective immediately and shall remain so until properly amended.

Amended in Committee
November 23, 2007

Approved and Adopted
February 19, 2008

By-Laws Committee:

Jerry Fishback - Commander
Norm Pestlin – Past Commander '04-'05
Jim Johnson - Past Commander '02-'03
Dave Deahl - Past Commander '94-'95
Mike Gibbons – Sr. Vice Commander
Tom Gesiorski - Adjutant
Jim Wilson