



Sons of the American Legion

Detachment of Indiana

6th District

Brownsburg Squadron Post No. 331

By-Laws

By-Laws of Sons of the American Legion Squadron, attached to Brownsburg Post No. 331, Department of Indiana, located in Brownsburg, Indiana.

Article I – Membership

Section 1. Applications for membership shall be made in writing on blanks prescribed therefore by the National Organization.

Article II – Nominations and Elections of Officers

Section 1. At the first regular meeting in March, any squadron member may present the name of any other squadron member, in good standing, for nomination to any office. Upon said nominations being seconded, the nomination is to be accepted upon said member accepting the nomination. The nominations will stay open until the April meeting when the election of the next years' officers will be held.

Section 2. Elections shall be held on the third Monday in April on meeting night.

Section 3. Those officers shall be declared elected who have by secret ballot received a majority of the votes of the Squadron members in good standing.

Section 4. The newly-elected officers and members of the Executive Committee shall take office at the next regular meeting, at which time they shall be installed by proper authority.

Article III – Duties of Officers

Section 1. Commander: The Commander, who corresponds to the President of an organization, shall be the executive head of this Squadron of the Sons of The American Legion, with full power to enforce the provisions of the local Constitution and By-Laws and the policies and mandates of the National and of the Department Committees of the Sons of The American Legion and of the Executive Committee of the Squadron.

Section 2. First Vice Commander: The First Vice Commander, who corresponds to the First Vice President of a Squadron, shall act as representative of the Commander on all matters referred to him by the commander. He shall perform such other duties as are usually incident to the office.

Section 3. Adjutant: The Adjutant, who corresponds to the Secretary of an organization, shall be charged with the administrative duties required in carrying out the policies and mandates of the National and Department Committees of the Sons of The American Legion and of the Executive Committee of this Squadron.

Section 4. Finance Officer: The Finance Officer shall be the custodian of the funds of the Squadron. He shall be charged with receiving and disbursing the funds of the Squadron treasury when called for by the Commander or Executive Committee; provided, however, that all disbursement shall first be approved by the Post committee heretofore referred to in Section 4, Article I, of the National By-Laws. He shall perform such other duties as are usually incident to the office.

Section 5. Sergeant at Arms: The Sergeant at Arms shall be charged with the responsibility of preserving order at all Squadron meetings and he shall be given the custody of the Squadron Colors. He shall perform such other duties as are usually incident to the office.

Section 6. Chaplain: The Chaplain shall perform such divine and non-sectarian service as may be necessary, adhering to such ceremonial rituals as may be prescribed by the National Membership and Post Activities Committee of The American Legion.

Section 7. Historian: The Historian shall collect from year to year all records and data of value and interest to the Sons of The American Legion, and shall compile during his term of office a complete history of the year's activities.

Article IV – Executive Committee

Section 1. Between Squadron meetings, the administrative power of the Squadron shall be vested in the Squadron Executive Committee, which is comprised of the elected officers for the current year and in addition the Post Liaison and previous year Commander.

Section 2. All past Squadron Commanders shall be members of the Executive Committee without vote.

Section 3. The Squadron Executive Committee shall fill any vacancy in the membership of the Committee occurring between annual Squadron meetings for the remainder of the unexpired term.

Section 4. Any officer or committeeman can be removed for inefficiency by the Executive Committee. A two-thirds vote of said committee being necessary to effect such removal. An officer or Executive Committeeman who absents himself for three or more consecutive Squadron meetings on due investigation, by the Executive Committee, be held to be sufficient proof of inefficiency, warranting such removal.

Section 5. The Executive Committee must consist of; but no less than, the Commander, Finance Officer, and one other member.

Section 6. The Executive Committee can only act with the best interest of the membership at hand. Any decisions made must be brought up at the next scheduled Squadron meeting.

Article V – Standing Committees

Section 1. Upon nomination of the Squadron Commander, the Executive Committee shall annually appoint such standing committees as it shall deem advisable for the benefit of the membership of the Squadron as a whole.

Article VI – Meetings

Section 1. The annual meeting of this Squadron shall be held on the third Monday of May in each calendar year of said date.

Section 2. The regular stated meeting of this Squadron shall be held on the third Monday of each and every month of the calendar year.

Section 3. Special meetings shall be called upon a majority vote of the Executive Committee or upon the written request of ten Squadron members.

Section 4. Every member shall furnish to the Adjutant his address, to which all notices and documents may be sent, and the same shall be held to have been duly sent or served upon a member if mailed to such address so furnished. In default of an address having been furnished by a Squadron member, any notice or documents will be held to have been duly served upon such member five days after the same shall have been deposited in the local post office addressed to such member at such post office address.

Section 5. Notice of all special meetings of the Squadron shall be mailed or emailed to each Squadron member 5 business days prior to the holding of such meeting and at least 30 days in advance of the holding of the annual meeting.

Section 6. The notice of special meetings shall state the object and purpose thereof, and no business shall be transacted at such special meeting except for such business as is contained in the notice thereof.

Section 7. During the meetings we will not prohibit the sale of alcohol to members attending the meetings as for members who do not attend the meetings. Members will be prohibited from purchasing from the canteen during squadron meetings.

Section 8. The Executive Committee shall meet for organization and such business as may come before it within ten days after the annual election on the call of the Commander. Thereafter the Executive Committee shall meet at the call of the Commander at least every three months and as often as said Commander may deem necessary. The commander shall call a meeting of the Executive Committee upon the written request of five members of the committee.

Article VII – Quorum

Section 1. Six members, besides two qualified presiding officers, shall constitute a quorum at any meeting of the Squadron.

Section 2. Three members of the Executive Committee shall constitute a quorum for the legal transaction of business.

Article VIII – Finances

Section 1. All funds of this Squadron shall be deposited in a bank by the Finance Officer. Withdrawals shall only be made upon draft or check signed by the Finance Officer and the Adjutant.

Article IX – Rules of Order

Section 1. The procedure at all Squadron meetings shall be governed by Roberts' Rules of Order (Revised).

Article X – Amendments

Section 1. These By-Laws are adopted, subject to the provisions of the National By-Laws and the Detachment By-Laws, of which this Squadron is a subordinate member. Any amendment to the National or Detachment By-Laws which is in conflict with any provision hereof shall be regarded as automatically repealing or modifying the provisions of these By-Laws to the extent of such conflict.

Section 2. These By-Laws may be amended at any regular Squadron meeting by vote of two-thirds of the members attending such regular meeting, provided that the proposed amendment shall have been submitted in writing and read at the immediate preceding Squadron meeting, and provided further, that written notice shall have been given to all members at least five days in advance of the date when such amendment is to be voted upon, notifying said members that at such meeting a proposal to amend the By-Laws is to be voted upon.

NOTE: Only members in good standing will be privileged to participate in the business of a meeting, vote or hold office.

These By-Laws shall be in effect as of this 2nd day of December, 2019.

Signed

Attest



Commander

Adjutant

Revision 2, 11/26/2019