

**AMERICAN LEGION AUXILIARY
DEPARTMENT OF ARIZONA CONVENTION
JUNE 20-23, 2024
RESOLUTION**

SUBMITTED BY: _____ Finance Committee _____

SUBJECT: _____ Standing Rule #28 _____

DATE: _____ 4-5-2024 _____

Resolution No. _____ 5 _____

(Assigned by Resolutions Committee)

**DO NOT TRY TO SQUEEZE THE RESOLUTION INTO THIS SPACE. PLEASE ATTACH TEXT
OF RESOLUTION AS A SEPARATE PAGE**

Routing: _____

Submitted by: Name and Signature _____

Submitted by: Name and Signature _____

Submitted by: Name and Signature _____

_____ Approved _____ Rejected _____ Revised _____

_____ Approved _____ Rejected _____ Revised _____

_____ Approved _____ Rejected _____ Revised _____

Convention Action: Approved _____ Rejected _____ Date _____

One "hard" copy, signed by at least two (2) qualified delegates, and an unsigned "soft or electronic" copy of all resolutions are to be forwarded to the Department Secretary before Convention if possible. Resolutions originating at Convention need to be written as a "hard" copy with two delegate signatures, and a "soft or electronic" copy forwarded to the Department Secretary as soon as possible so that discussion and vote may take place. (2013) Resolutions presented by the vote of a unit need to be signed by at least two (2) qualified delegates from the Unit and forwarded to the Department Secretary thirty (30) days prior to Department Convention for registration and classification and issuing to respective committees. A resolution which has not been presented through the proper channels will not be considered.

WHEREAS, Standing Rule #28 in the Department of Arizona Constitution, Bylaws, and Standing Rules states “All checks being issued from the Department office must be signed by two separate Department officers. (2007)”;

WHEREAS, Use of debit and/or credit cards and electronic payments is a “Standard of Business” in 2024; now therefore be it

RESOLVED, That Standing Rule #28 will now read

“All checks being issued from the Department office must be signed by two separate Department officers. (2007) Use of a debit and/or credit card or electronic payments by the Department Secretary/Treasurer will be documented in writing with Transaction IDs recorded. The Department Finance Chairman will review all debit and/or credit card and electronic payments from the office accounts. Payments made by card or electronic means from Department sub-accounts (gift shops, VAVS, state homes) will be monitored and reviewed by the Department Secretary/Treasurer, Department Finance Chairman, and any Department bookkeepers. Any purchase made by (gift shop, VAVS, state home) Chairman must have an accompanying receipt. (2024)”;

RESOLVED, That any “cards” will be presented with all other records at the time of the annual audit of the Department sub-accounts.