



The American Legion Post 143 Executive Committee Meeting February 13, 2018

Senior Vice Commander Steve Fuller, in the absence of the Post Commander, opened the meeting at 5:20PM. Those attending included Joe Harrod Tim Bass, Bob Hilliard, Richard Guynn, Chuck Feasalmen, Dale Robinson, Jeanette Henson, and Frank Joswick

GUESTS: NONE

BY THE COMMANDER

SICK CALL:

Donald Chavez

GET-WELL CARDS SENT: by Robert Hilliard

G. D. Hendrix, George Walker, Don Chavez, Bill Hearnburg, Debra Robinson and D. Sammon

TAPS:

NO Post members

ROLL CALL: It was determined enough members in good standing were present to declare a Quorum. The EC Sign-In Sheet will be attached to the EC minutes as a permanent record for the Post.

CALL TO ORDER: The meeting was called to order at 5:20PM

DRAFT MEETING MINUTES: The January 23, 2018 Executive Committee meeting minutes and the January 25, 2018 Combined Regular Membership Meeting minutes have been uploaded to the post website for review. (www.gapost143.org/aboutus)

A group email was sent to the general membership.

UNFINISHED BUSINESS:

The remainder of the meeting was devoted to the review and discussion of the Special Committee's recommended changes to the Post Constitution, By-Laws and its Standard Operating Procedures. The preliminary results are as follows:

1. Amendments to the Constitution:

Article III, Section 3: Motion to accept made by Chuck Feaselmen, seconded by Tim Bass, motion carried/approved

Article IV, Section 7: Motion to accept made by Chuck Feaselmen, seconded by Tim Bass, motion carried/approved

Article V, Section 2: Motion to accept made by Chuck Feaselmen, seconded by Tim Bass, motion carried/approved

NOTE: Recommendation to change the Finance Officer position from an elected to an appointed position was tabled

2. Amendments to the By-Laws:

Article II: Management. Motion to accept made by Joe Harrod, seconded by Chuck Feaselman, motion carried/approved

Article VI, Appointment: Motion to accept made by Bob Hilliard, seconded by Tim Bass, motion carried/approved

Article IX, Amendment of By-Laws: Motion to accept made by Richard Guynn, seconded by Tim Bass, motion carried/approved

Article XII, Rules of Order: Motion to accept made by Tim Bass, seconded by Joe Harrod, motion carried/approved

3. Amendments to the Standard operating Procedures:

SOP No. 1: Motion to accept made by Joe Harrod, seconded by Bob Hilliard, motion carried/approved

SOP No. 2: Motion to accept made by Chuck Feaselman, seconded by Tim Bass, motion carried/approved

SOP No. 5: Motion to accept made by Joe Harrod, seconded by Bob Hilliard, motion carried/approved

SOP No. 6: Motion to accept made by Richard Guynn, seconded by Tim Bass, motion carried/approved

SOP Part II, Travel Policy, Item 3: Motion to accept made by Richard Guynn, seconded by Tim Bass, motion carried/approved

4. The Committee will finalize the recommended changes during the next EC meeting scheduled for March 13, 2018 and bring the recommendations before the general membership at the March 15, 2018 Regular Membership meeting
5. A copy of the current Constitution, By-Laws and SOP's reflecting the recommended changes will be provided prior to the meeting. (See attachment below)

WITH NO OTHER BUSINESS TO BRING BEFORE THE BODY

Salute to the Flag

And a prayer by Bob Hilliard

The February 13, 2018 Executive Committee meeting of Post 143, Dept. of GA was adjourned at: 6:50 PM

Approval Date:_____.

**Senior Vice Commander Steve Fuller
(For the Commander)**

Recorder, Frank Joswick (for the Adjutant)

The Special Committee chair Richard Guynn, along with fellow members, have proposed the following amendments to the current Post Constitution, By-Laws and Standard Operating Procedures:

A. PROPOSED AMENDMENTS TO THE CONSTITUTION

1. Current reading:

Article III, Section 3 reads: Rank does not exist in The American Legion; no member will be addressed his military or naval title in any meeting of this post.

Change to read:

Amend by striking the words "or naval"

2. Current reading:

Article IV, Section 7 reads: This post is a non-smoking and non-"alcoholic" based organization

Change to read:

Amend by striking the word "alcoholic and substituting the word "alcohol"

3. Current reading:

Article V, Section 2 reads: The officers of this Post will consist of a Commander, a Senior Vice-Commander, three (3) Junior Vice-Commanders, Finance Officer and a Judge Advocate all of whom will be nominated from the floor at the meeting preceding the annual election. An Adjutant, a Chaplain, a Historian, a Service Officer, and a Sergeant-At-Arms will be appointed by the Commander. The Chairpersons of the Standing Committees may be members of the Executive Committee with voice and no vote.

Change to read:

Amend by striking the word "three" and the number "3" and substituting the word "four" and the number 4.

The following sentence is added: The commander shall assign one of the four pillars of the American Legion to each of the Jr. Vice Commanders. The duties of said Jr. Vice commanders regarding the four pillars shall be to educate the Post and the public regarding the four pillars and to administer the four pillars all regards

PROCEDURES TO AMEND THE CONSTITUTION

Section 2: This Constitution may be amended at any regular meeting by a vote of two-thirds (2/3) of the members of Post 143 attending a regular Post meeting. The proposed amendment must be submitted in writing and read at the next preceding regular Post meeting. Written notice will be given to all members at least ten (10) 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 Constitution is to be voted upon.

B. PROPOSED AMENDMENTS TO THE BY-LAWS

1. Current reading:

Article II, Management, Section 2: The Executive Committee will consist of the Chairpersons of the standing committees in addition to the elected officers of the Post who will be elected annually at least fifteen (15) and not more than sixty (60) days prior to the date of the Department Convention. All elections of officers and executive committeemen will be by written ballot and the candidate or candidates receiving the highest number of votes will be elected to the respective office or offices for which they are candidates. Installation of officers will be at the first Post meeting following the Department Convention.

Change to read:

After last sentence, insert "In the event that an office is uncontested, that is there is only one candidate for the office, the office may be filled by voice vote or raising of the hands of the members. Prior to said vote, the commander shall ask all members to affirm by raising of the hands that they are members in good standing of the post. Only members of good standing shall be allowed to vote. The commander shall then ask for a motion that the post waive the written ballot for the election of a candidate for uncontested office. Said vote shall require only a simple plurality to be carried. If said motion carries, the commander shall proceed with the voice vote or raising of the hands.

2. current reading:

Article VI, Appointments:

Change to read:

Change Article VI, Appointments, to Roman Numeral VII and renumber the remainder of the Articles.

3. **Current reading:**

Article IX, Amendment of the Bylaws: These By-Laws may be amended at any regular Post meeting by a vote of two-thirds (2/3) of the members of Post 143 attending any regular Post meeting, providing that the proposed amendment will have been submitted in writing and read at the next preceding regular meeting of Post 143 meeting. Written notice will have been given to all members at least ten (10) days in advance of the date when such amendment is to be voted upon. The meeting notice will indicate that a proposal to amend the By-Laws is to be voted upon.

Change to read:

Amend the first sentence by striking the words "at the next" and substituting the word "immediately"

4. **Current reading:**

Article XII, Rules of Order: At any meeting of members held under the provision of the By-Laws, all questions of parliamentary laws and rules of order not specifically provided for in the By-Laws will be decided according to the principles laid down in the most current published edition of Robert's Rules of Order as published by the trustee for the Robert's Rules Association.

Change to read:

Add after the last sentence. Any interpretation of, and ruling upon Robert's Rule of Order shall be in the sole discretion of the Judge Advocate whose ruling shall be final.

PROCEDURES TO AMEND THE BY-LAWS

These By-Laws may be amended at any regular Post meeting by a vote of two-thirds (2/3) of the members of Post 143 attending any regular Post meeting, providing that the proposed amendment will have been submitted in writing and read at the next preceding regular meeting of Post 143 meeting. Written notice will have been given to all members at least ten (10) days in advance of the date when such amendment is to be voted upon. The meeting notice will indicate that a proposal to amend the By-Laws is to be voted upon.

C. PROPOSED AMENDMENTS TO THE STANDARD OPERATING PROCEDURES

1. **Current reading:**

SOP-1: Executive Committee: The Commander shall be the Chair and in his/her absence the Sr Vice Commander shall be the replacement. Purpose is to address and work with issues of the Post, plan for upcoming meetings, etc. It will consist of the elected officers and Committee Chairs. The Executive Committee shall meet within 10 days after their election, and immediately preceding their term of office, or special meetings may be held upon reasonable notice at the call of the Post Commander, or upon request of a majority of the Executive Committee. With three days notice to all committee members, the Commander may call a meeting of the Executive Committee. Five members of the Executive Committee shall constitute a quorum. Issues coming to vote concerning finances, property or changes to the Constitution or By Laws must be addressed to and by only elected Officers of the Post.

Change to read:

SOP-1: Add after last sentence: The immediate past commander shall not serve on the Executive Committee, but shall at the Executive Committee's request, chair a committee of past commanders as a resource for the Executive Committee to evaluate and make recommendations to the Executive Committee upon specific issues assigned by the Executive Committee.

2. **Current reading:**

SOP-2: Nominating Committee: Purpose is to provide a slate of officers to be voted on at the annual election and to assist the Commander (when asked) in selecting committee members, It should be composed of five (5) members including the Senior Vice-Commander, the Adjutant, the Service Officer, and two (2) members elected from the floor, to serve for one year. The chair of the committee will be one of the five members appointed by motion and vote at a regular meeting of the Executive Committee.

Change to read:

Remove current SOP-2 in its entirety and add: The purpose of the Nominating Committee is to provide a slate of officers to be voted upon at the annual election and to assist the commander, upon the commander's request, in selecting committee members. The committee shall serve for one year and shall be composed of all past commanders who are not seeking an office that year, and two (2) members elected from the floor. The chair of the committee shall be the immediate past commander and if that person is unable to serve, the chair shall be elected by the members of said committee.

3. **Current reading:**

SOP-5: Finance Committee: Purpose is the handling of the financial affairs of the Post. It should establish a financial policy that will keep the Post solvent and furnish it with sufficient funds to carry on beneficial activities approved by the Post. The Fundraising activities should be guided by this Committee. The Finance Officer shall be a member of this Committee. The annual budget shall be developed by this Committee and presented to the Executive Committee for the coming year in order for it to be presented to the Post for consideration/adjustment and approval prior to the installation of officers for the New Year. The Judge Advocate shall be a member of the Committee and he/she shall be the Chair of the Audit Committee.

Change to read:

SOP-5 is amended as follows: In the third sentence, the words "a member" are stricken and the words "the chair" are substituted. The final sentence is stricken in its entirety.

4. **Current reading:** NONE

Add New:

A new SOP-6 is hereby added as follows: Audit Committee: The judge Advocate shall be the chair of the audit committee and shall appoint two (2) other members who shall not be members of the Finance Committee, to serve on said Audit Committee, The duties of the Audit committee shall be to provide oversight of the financial reporting process, the system of internal controls, and compliance with applicable laws and regulations. The commander also may assign other audit duties should the need arise. The audit committee shall also, when it deems appropriate, make recommendations to the Executive Committee for improvements and modifications to the system of internal financial controls.

All the following SOP's shall be appropriately re-numbered.

5. **Current reading:**

Part II "Travel Policy", Item 3, Mileage: The Post shall reimburse members for authorized travel at 15% of the current price of regular gas. (Example: \$2.40 X 15%=\$.36 per mile) Round trip mileage will be calculated from the member's home to the final destination. A mileage log is to be submitted. Personal miles incurred by the member once he is at the destination will not be reimbursed.

Change to read:

Amend by striking the first sentence in its entirety and substitute the following: The post shall reimburse members for authorized travel at the then existing rate established from time to time by the U.S. Internal Revenue rate for business travel reimbursement.

PROCEDURES TO AMEND SOP'S

The Standard Operating Procedures may be amended at any regular meeting of the Post with a majority vote of the members present. Proposed amendments must first be presented to the Executive Committee. They must approve and then present the proposal in detail to the Post for consideration.