



Bylaws

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ARTICLE I

NAME

The name of this Detachment shall be,

San Fernando Valley Detachment 1277, Marine Corps League.

ARTICLE II

PURPOSE

The purposes for which this Detachment is formed are:

- A. Preserve the traditions and to promote the interests of the United States Marine Corps.
- B. Band together those who are now serving in the United States Marine Corps and those who have been honorably discharged or retired from that service in fellowship that they may effectively promote the ideals of American freedom and democracy.
- C. Fit its members for duties of citizenship and to encourage them to serve as ably as citizens as they have served the Nation under arms.
- D. Hold sacred the history and memory of the men who have given their lives to this Nation.
- E. Foster love for the principles, which they have supported by blood and valor since the founding of the Republic.
- F. Maintain true allegiance to American institutions.
- G. Create a bond of comradeship between those in the service and those who have returned to civilian life.
- H. Aid voluntarily and to render assistance to all Marines and former Marines as well as to their spouses, orphans, and parents.
- I. Perpetuate the history of the United States Marine Corps, and by fitting acts, to observe the anniversaries of historical occasion of particular interest to Marines (National Bylaws Chapter One, Section 100).

ARTICLE III

MEMBERS

SECTION 3-1 Membership Eligibility (National Bylaws Article Six, Section 600)

- A. Regular Membership – Only persons who are serving, or who have served honorably in the United States Marine Corps on active duty for not less than ninety (90) days, and persons who are serving or have served in the United States Marine Corps Reserve and have earned no less than ninety (90) Reserve Retirement Credit Points, and U. S. Navy Corpsman who have trained with Marine FMF Units in excess of ninety (90) days and earned the Marine Corps Device (clasp) worn on the Service Ribbon and those who earned the Warfare Device authorized for FMF Corpsman shall be eligible for Regular Membership in the Marine Corps League.

Additionally, some Korean War Era Marines who were ordered to active duty prior to completion of Recruit training or Officers training and subsequently received an Honorable discharge prior to completion of ninety (90) days active or Reserve duty, shall be deemed eligible for Regular Membership. Nothing in National bylaws, Article Six, Section 600 (a) shall be deemed to be retroactive prior to August 10, 2002, to affect Regular Membership.

"Honorable service" will be defined by the last DD-214 or Certificate of Discharge that the applicant received. A General Discharge under Honorable Conditions is acceptable.

- B. Associate Membership – Those individuals not qualified for Regular Membership in the Marine Corps League but who espouse the principles and purposes of the Marine Corps League as contained in its Congressional Charter may, upon application to the Detachment, be accepted for Associate Membership in the Marine Corps League.

Associate Members, upon acceptance, will pay dues in the same amount as prescribed for Regular Members, including initiation fees. An Associate Member shall be entitled to the rights, privileges, and benefits of a Regular Member; however, such member shall not vote on a membership application, an election of officers, or hold an elective office. An Associate Member may vote on Detachment internal affairs provided such vote does not affect a policy of the Marine Corps League.

1. Individuals who are serving or have served in other branches of the Armed Forces of the United States must have served honorably.
 2. Individuals applying for Associate Membership must have reached the statutory minimum age for enlistment into the United States Marine Corps or United States Marine Corps Reserve prior to being enrolled as an Associate Member.
- C. Honorary Membership – An Honorary Membership may be issued at the discretion of the Detachment Commandant to those persons who have been of extraordinary service to the Nation, to the community, to the United States Marine Corps, or the Marine Corps League. The Honorary Member will not be entitled to the rights, privileges and benefits available to a Regular or Associate Member. Payment of dues or initiation fees is not required.

SECTION 3-2 Membership Application

Any person eligible for Membership in the Marine Corps League under the provisions of the National Bylaws and Administrative Procedures of the Marine Corps League may initiate application for membership by completing a standard application form to include the signature and presenting the application form to a sponsoring Member of the Detachment with all required dues and fees.

- A. The standard application form received by a member-sponsor shall be turned in to the Detachment Paymaster along with all dues and fees as soon as practical, but not later than the next regularly scheduled meeting of the Detachment.
- B. All applicants, to include those applying for Associate membership who served in another branch of service, will be required to provide for viewing by the Commandant or Judge Advocate a DD-214, Honorable Discharge certificate, active duty, Reserve, or retired military ID Card as documented proof of honorable service.
- C. The Detachment Adjutant shall read and record the application, and the verification of honorable service, stating all pertinent data including the name of sponsor, the types of honorable service document viewed, and clearly state that the required dues and fees have been paid and are in the possession of the Detachment Paymaster.
 1. The applicant must produce the required documents showing proof of honorable service prior to the transmittal of dues and fees, and prior to a vote on the application for membership.
- D. The acceptance of applicants to membership in the Detachment is the sole province of the Detachment as set forth in Article 5, Section 500 of the National Bylaws. A majority vote will elect an applicant to membership. No applicant shall be present for that portion of the meeting in which the application is being considered.
- E. In cases where an applicant is rejected for membership, the sponsoring member shall return all money received from the applicant.

SECTION 3-3 Initiation

All applicants accepted for membership in the Marine Corps League shall be properly obligated in accordance with the Ritual Manual and be presented with the official membership card and lapel pin of the Marine Corps League.

SECTION 3-4 Membership Dues and Fees

The annual renewal dues shall be \$40.00, payable to the Detachment Paymaster on or before the membership expiration date as shown on the Member's membership card. This amount includes the National, Department, and Detachment dues.

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SECTION 3-5 Good Standing

- A. All members shall be considered in good standing in the Marine Corps League except when:
1. Required dues are not paid and transmitted on or before membership expiration date, as is shown on the Member's membership card.
 2. A Member is indebted or in arrears to the Member's Detachment, Department, or to National Headquarters.
 3. If under suspension as punishment upon the adjudication of guilt as is provided in Chapter Nine of the National Administrative Procedures.

SECTION 3-6 Delinquent Member

A Member shall be identified as delinquent whenever the Member's dues are not paid and transmitted on or before the membership expiration date as shown on the Member's membership card.

- A. Such Member shall be retained in the delinquent status for a maximum of one year, during which time the Member may erase this status by making payment of all dues in arrears and all dues current, and provided the member is not indebted to the Detachment, Department, or to National Headquarters.
- B. Should the affected Member remain in the delinquent status more than one year, such member shall be dropped from all membership rolls. The good standing status of such Member shall be restored only through the processing of a standard application form as a new Member, which shall include the current initiation fee and dues as established by the provisions of the National Bylaws, Article Six, Section 610. A Member who is delinquent and wishes to retain the continued membership status shall do so by submitting the standard application form which shall be accompanied by ALL past dues and assessments which have accumulated during the entire period of the applicant's delinquent status.
- C. No delinquent Member will be transferred.

SECTION 3-7 Ineligible Member

- A. If there is reason to believe a Member of the Detachment does not meet the membership qualification to be a Regular Member of the Marine Corps League, the reason(s) must be submitted in writing to the Commandant who will require Judge Advocate to make a careful investigation into the charge as presented. If after a careful investigation has been made and it is determined the Member charged does not have the necessary qualifications, said member will be dropped from the rolls immediately. Proper notice of such action and the reasons therefore shall be given to the Department and National Headquarters. A copy of this notice will be mailed by Certified Mail, return receipt requested, to the person removed from the rolls.
- B. If the person to be investigated is the Commandant, the request will be given to the Senior Vice Commandant.
- C. If the person to be investigated is the Judge Advocate, the Commandant will appoint a Past Detachment Commandant to hold the investigation.

SECTION 3-8 Rights of Members

No Member shall be deprived of any rights and privileges in the Marine Corps League except for non-payment of dues or other indebtedness, unless the member shall first be charged, tried, and found guilty in accordance with the provisions of Chapter Nine of the National Bylaws and Administrative Procedures dealing with offenses and punishments.

SECTION 3-9 Grievance and Discipline

This Detachment shall have no disciplinary jurisdiction over any Member. Any grievance or disciplinary charge shall be processed to the Department in accordance with the provisions of Chapter Nine of the National Bylaws and Administrative Procedures.

SECTION 3-10 Right of Appeal

The right of appeal under the provisions of the National Bylaws and Administrative Procedures shall not be denied.

SECTION 3-11 Member-At-Large

Any Detachment Member, who is in good standing, may become a Member-At-Large by tendering a written resignation of his membership to the Commandant. Upon acceptance of the resignation by a vote of the Detachment, the Paymaster shall notify National Headquarters of such resignation via the Department Paymaster using the Standard Request for Transfer Form. Upon receiving the notification of resignation, National Headquarters shall remove the name of the resigned Member from the Detachment membership roster. National Headquarter shall carry the resigned Member on its membership roster as a Member-At-Large.

- A. A Member-At-Large is eligible to affiliate with a detachment without further payment of a fee or dues, provided said member is in good standing at the time of affiliation.
- B. Upon the acceptance of a Member-At-Large into the Detachment the Standard Request for Transfer form will be remitted to National Headquarters via the Department Paymaster, requesting that said Member be transferred from the status as a Member-At-Large to the status as a Member of the Detachment.

SECTION 3-12 Dual Membership

When a member of the Marine Corps League becomes a Regular Member in good standing in more than one Detachment, such membership in the subsequent detachment shall be counted for voting strength at Department and National Conventions only, as an Associate Member. Such Member shall be a Regular voting Member in the detachment of the Member's greatest tenure unless a written request for transfer of voting rights is submitted to National Headquarters via the Department Paymaster. The "Request for Transfer" form will be used for this purpose.

SECTION 3-13 Life Members

Regular Members or Associate Members of the Marine Corps League who are in good standing may become Life Members upon proper payment of the fee, as is currently required under the provisions of the National Bylaws, Administrative Procedures, Chapter Seven, Section 7060.

- A. A Life Member shall be subject to the payment of NO further dues.
- B. Such member shall have all the privileges, rights, and benefits enjoyed as a Member so long as that Life Member shall live.
- C. The full Life Membership fee shall be paid to National Headquarters with no discounts, rebates, and no installment plan whether such fee is paid by the individual or awarded by the Detachment.

SECTION 3-14 Certification of Life Members

The Detachment will annually audit its participating Life Members, as shown on the Quarterly Membership Listing of 30 June each year, in accordance with the National Bylaws, and Administrative Procedures, Chapter Seven, Section 7055.

SECTION 3-15 Transfer of Members

Any Member in good standing may transfer from this Detachment to another, without payment of additional dues or transfer fees, upon application to and the approval of the gaining detachment. Procedures for transferring are described in the National Bylaws and Administrative Procedures, Chapter Seven, Section 7005.

ARTICLE IV

OFFICERS

SECTION 4-1 Detachment Staff

The Detachment Staff shall be comprised of the elected officers (Detachment Board of Trustees), and the appointed Staff Officers.

SECTION 4-2 Officers

The officers of the Detachment shall be:

- A. Commandant
- B. Senior Vice Commandant
- C. Junior Vice Commandant
- D. Judge Advocate
- E. Junior Past Detachment Commandant
- F. Adjutant
- G. Paymaster
- H. Chaplain
- I. Sergeant-At-Arms
- J. Public Relations Officer

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SECTION 4-3 Duties

In addition to the specific duties of the individual officers, as here in stated, it shall be the duty of each officer to acquire a working knowledge of the Bylaws of National, Department, and the Detachment. The specific duties shall be:

- A. Commandant
 1. Shall preside over all meetings.
 2. Observe and enforce the National Bylaws and Administrative Procedures of the Marine Corps League.
 3. Direct to all officers and members of the Detachment such orders as are not in conflict with the National and/or Department Bylaws and Administrative Procedures, and which are necessary for the proper conduct of business.
 4. Call meetings of the Detachment Board of Trustees.
 5. Prepare the agenda for meetings.
 6. With the advice and consent of the Board of Trustees, appoint the Adjutant, Paymaster, Chaplain, Sergeant-At-Arms, Public Affairs Officer, and such other officers as deemed necessary.
 7. With the advice and consent of the Board of Trustees, appoint such standing and special committees as are deemed necessary.
 8. With the Paymaster have custody of all funds of the Detachment.
 9. Perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Detachment.
- B. Senior Vice Commandant shall provide assistance and support to the Commandant, and during the absence of the Commandant, perform the duties of that office. The Senior Vice Commandant will work in developing and identifying revenue sources. He shall perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Detachment.
- C. Junior Vice Commandant shall develop programs for increasing and retaining membership. In the absence of both the Commandant and Senior Vice-Commandant he shall perform the duties of the office of the Commandant. He shall perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Detachment.
- D. Judge Advocate shall render opinions and advise on questions of the National, Department and Detachment Bylaws when requested by any Member. He shall advise the Commandant on parliamentary procedures when so requested.
- E. Junior Past Commandant is appointed to the Board of Trustees as authorized by Section 415 of the National Bylaws to serve a term of one year. The Junior Past Commandant is to provide guidance and counsel to the Detachment officers.

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SECTION 4-4 Appointed Officers

The Commandant shall appoint the following Detachment Staff Officers to assist in the administration of the business of the Detachment during his term of office. Those appointed may be Regular or Associate Members.

A. Adjutant is the recording officer for the Detachment and shall also:

1. Record accurate minutes of meetings, particularly resolutions, and transcribed the minutes to permanent record.
2. Organize and file those pertinent records and documents of the Detachment, which are not the duty of another officer to maintain.
3. Assist the Commandant with the preparation of the meeting agendas.
4. To maintain record books in which the bylaws, minutes, and standing rules are entered, with any amendments to these documents properly recorded, and to have the current record book(s) on hand at every meeting.
5. To call the roll at meetings.
6. To send out the call to the meetings, and to conduct the general correspondence of the Detachment.
7. To surrender all books, records, and properties of the Detachment to the duly appointed successor.
8. Perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Detachment.

B. Paymaster is the custodian of the Detachment's funds and shall also:

1. Receive all incoming money and disburse that money according to instructions from the Detachment.
2. Assist in the preparation of the detachment's budget.
3. Keep proper and necessary financial records and reports on the financial business of the Detachment.
4. Give a Paymaster's report at each of the Detachment meetings and make a full financial report annually.
5. Receive membership dues, complete and forward membership transmittal in compliance with Department and National Administrative Procedures.
6. Complete and file State and/or Federal tax forms when required.
7. Responsible for ensuring that the Detachment spends within the established budget.
8. Surrender to the duly appointed successor all Detachment financial records, books, and other property of this office.
9. Perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Detachment.

C. The Chaplain shall:

1. Perform such duties of a spiritual nature as are customarily performed by members of the clergy and as required by the National Bylaws and Administrative Procedures of the Marine Corps League, and accordance with the Marine Corps League Ritual Manual.

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2. Upon notification of the demise of any Member, immediately contact the family of the deceased member for the purpose of offering any assistance and presenting expressions of condolence.
3. Without delay, report the death of the Member directly to the Department Chaplain citing the full name of the deceased, name, address, and phone number of next of kin, and any known funeral arrangements.
4. Complete and submit the "Notice of Death" form with Department Chaplain.
5. Assist Member and families at time of death, as well as offering support to Marines or Marine families who are not Members.
6. Provide invocations and services as required at meetings and social gatherings of the Members.
7. Visit sick Members or correspond as appropriate.

D. Sergeant-at-Arms is the custodian of the Detachment Charter and shall also:

1. Assist in maintaining order at meetings as the Commandant may direct.
2. Responsible for the setup of the meeting room.
3. Ensure that persons present at meetings are authorized to attend.
4. Present and post the Colors and lead the Pledge of Allegiance.
5. Abide by the Ritual Manual in the conduct of office.

E. Public Relations Officer ascertains the Detachments public affairs and shall:

1. Keeps the Detachment apprised of upcoming events, local as well as global.
2. Point of contact for media ensuring all advertisements about the detachment are acceptable for publication.

SECTION 4-6 Nomination Procedure

At the regular meeting held on the third Thursday in March, a Nominating Committee of four Members shall be elected by the Members. It shall be the duty of the committee to nominate candidates for the elective offices to be filled at the annual meeting in May. The Nominating Committee shall report at the regular meeting in April. Before the election at the annual meeting in May, nominations from the floor shall be permitted.

- A. Nominees for office shall be Regular Members of the Detachment and in good standing at the time of nomination and election.

SECTION 4-7 Election, Term of Office

The officers shall be elected by ballot for a term of one year or until their successors are elected and may stand with no term limits. Their term of office shall begin at the end of the annual meeting at which they are elected.

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SECTION 4-8 Elective Officers

The Detachment Officers to be elected during the annual election process shall be:

1. Commandant
2. Senior Vice Commandant
3. Junior Vice-Commandant
4. Judge Advocate

- A. Elected officers shall hold only one office at a time.
- B. Nominated members may cast a vote.
- C. A majority of votes shall elect.
- D. If a majority vote for an office is not obtained on the first ballot, a second ballot vote for that office will be taken. Voting will continue until a majority vote is obtained.

SECTION 4-9 Installation

The Commandant-Elect shall select an Installing Officer of his/her choice. Such information shall be forwarded to the Department Commandant. The Installing Officer must be a serving or past National, Department, Detachment Commandant, or a serving elected National or Department Officer.

- A. Installation must be conducted no later than the last day of the month subsequent to the election.
- B. It shall be the responsibility of the Installing Officer to date, sign and forward the Report of Officer Installation to the Department Paymaster within five (5) days of the installation.

SECTION 4-10 Resignation or Death of an Officer

In the event of a tendered resignation or death of an officer, the following procedures will be followed:

- A. If an officer tenders a resignation from office, a meeting will be scheduled with the Board of Trustees and the officer to discuss the resignation. If, after such a meeting, the officer still wishes to resign, the resignation will be accepted.
- B. The Commandant shall initiate the process to fill a vacancy created by the resignation or death of an elected officer. Notification will be made to the membership of a special election to be conducted at the next regularly scheduled meeting of Members after the death or resignation of an officer. Nominations will be made from the floor. Election procedures will be as prescribed in Section 4-8.
- C. In the event of the resignation or death of an appointed officer, the Commandant shall appoint a qualified Member to fill the unexpired term of office.

SECTION 4-11 Removal for Cause

Whenever an elected or appointed officer commits an act contrary to the National Bylaws and Administrative Procedures of the Marine Corps League, or an act which is deemed not in the best interest of the Marine Corps League, said Member will be charged as provided for in Chapter Nine, Section 9040 of the National Bylaws and Administrative Procedures.

- A. If an elected officer is found to neglect the duties of office, the election of that officer can be rescinded by a two-thirds vote of the membership at any meeting, provided prior notice has been given.
- B. The Commandant may rescind the appointment of an officer who is found to neglect the

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duties of office.

ARTICLE V

MEETINGS

SECTION 5-1 Regular Meeting

The Detachment shall have not less than one regular membership meeting per month on the third Thursday of the month. If the day or location of a meeting is changed, notice of the change will be provided to all Members in good standing at least ten days in advance by phone, or email.

SECTION 5-2 Annual Meeting

The regular meeting on the third Thursday of May shall be the Annual meeting. At this meeting the election of officers shall be conducted, and annual reports from officers and committees received.

SECTION 5-3 Special Meeting

Special meetings may be called by the Commandant or by a majority of the Board of Trustees and shall be called at the written request of at least ten members of the Detachment. The purpose of the meeting shall be stated in the call. Except in cases of emergency, at least ten days' notice shall be given to all Members in good standing by the most expedited method.

SECTION 5-4 Quorum

Ten Members of the detachment shall constitute a quorum.

ARTICLE VI

BOARD OF TRUSTEES

SECTION 6-1 Board Composition

The elected officers of the Detachment, and the Junior Past Commandant, shall constitute the Board of Trustees.

SECTION 6-2 Duties and Responsibilities

The Board of Trustees shall have general supervision of the affairs of the Detachment between meetings, make recommendations to the Members, and perform such other duties as may be specified in these bylaws. The Board shall be subject to the orders of the Detachment Members, and none of its acts shall conflict with the action taken by the Members.

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SECTION 6-3 Board Meetings

Unless ordered by the Board, regular meetings of the Board of Trustees shall be held as deemed necessary. Special meetings of the Board may be called by the Commandant and shall be called upon at the written request of a majority of the Board.

SECTION 6-4 Quorum

The presence of a majority of the Board of Trustees shall constitute a quorum.

ARTICLE VII

COMMITTEES

SECTION 7-1 Finance Committee

A Finance Committee composed of the Paymaster and four other Members shall be appointed by the Commandant promptly after each annual meeting. It shall be the duty of this committee to prepare a budget for the fiscal year beginning the first day of July, and to submit it to the Detachment at its regular meeting in June. The Finance Committee may from time to time submit amendments to the budget for the current year, which may be adopted by a majority vote.

SECTION 7-2 Auditing Committee

An Auditing Committee of three Members shall be appointed by the Commandant at the Detachment's May meeting, whose duty it shall be to audit the Paymaster's accounts at the close of the fiscal year and to report at the annual meeting.

SECTION 7-3 Other Committees

Such other committees, standing or special, shall be appointed by the Commandant of the Detachment, or the Board of Trustees shall from time to time deem necessary to carry on the work of the Detachment.

ARTICLE VIII

DISSOLUTION

SECTION 8-1 Charter Suspension or Revocation

The Charter of this Detachment is subject to being suspended or revoked by the Department Board of Trustees for any of the following:

- A. The persistent failure to maintain a minimum of fifteen members in good standing.
- B. The persistent failure to promptly forward funds owed to the National body.
- C. Willful violation of the National Bylaws and Administrative Procedures.
- D. Acts and conduct bringing the Marine Corps League into public disrespect.
- E. The violation of Federal, State, or Municipal laws or ordinances.
- F. Other activities detrimental to the good name of the Marine Corps League.

SECTION 8-2 Voluntary Surrender

The Charter of this Detachment may be voluntarily surrendered for such reasons as may be determined by the Members. Upon determination that it is no longer practical to maintain the Detachment, the Board of Trustees shall immediately notify the Department Commandant, and follow the procedures set forth in Chapter 6, Section 6050 of the National Bylaws and Administrative Procedures.

ARTICLE IX

FISCAL AND FINANCIAL

SECTION 9-1 Fiscal Year

The financial year for the Detachment is from 1 July to 30 June.

SECTION 9-2 Budget

The Finance Committee Shall present a budget to the membership for their voting approval no later than the June regular meeting. The budget shall establish the limits under which expenditures can be made for a given purpose. In addition, the budget will approximate revenues based on prudent and conservative evaluation and estimates.

- A. The approval of the budget will be by a voice vote of the members in good standing attending the June meeting. A majority vote in favor of the proposed budget adopts the budget.
- B. If the proposed budget is not approved at the June meeting, a new budget will be presented for approval at the next regular meeting. Necessary expenditures will be allowed until a budget is approved.
- C. The transmittal of membership dues and fees shall not be affected by the approval of a budget.

SECTION 9-3 Expenditures

The expenditure of non-budgeted amounts, or for amounts more than those approved in the budget which are deemed necessary in the operation of the Detachment, must be approved by the vote of the Members in good standing, excluding the amounts specified in sub-paragraphs A and B. The Board of Trustees will make proposed changes based on the level of funds in the treasury and operational requirements of the Detachment.

- A. The Commandant may authorize the expenditure of funds up to \$50.00 for a non-budgeted expense, not to exceed a total of \$100.00 per quarter.
- B. The Board of Trustees may authorize the expenditure of funds between \$50.00 and \$100.00 for non-budgeted expenses, not to exceed a total of \$200.00 per quarter.
- C. No expenditures are to be made through the Paymaster except as provided for in the budget and the provisions of Article VIII.
- D. Expenditures, regardless of budget or other authorization, are subject to funds available from within the Detachment's available cash, checking, and other income accounts. No authorization shall allow the use of funds from accounts for purposes other than those defined in Section 8-4 of this Article.
- E. Any member who proposes to perform a service for the Detachment must have prior approval of the Detachment before any reimbursement of expenses will be made.
- F. It is expected that members will be responsible for ancillary expenses associated with membership in the Detachment, such as phone calls, travel, convention attendance, and other Marine Corps League related activities. A member may be reimbursed for extreme expenses incurred on behalf of the Detachment provided such expenses have the approval of the Board of Trustees.

SECTION 9-4 Financial Accounts

The Detachment shall establish, at the appropriate time, a minimum of three accounts for the conduct of business in meeting the purposes and objectives of the Detachment and the Marine Corps League. These accounts will be segregated based on the source and use of funds. It is imperative that the accounting and the use of funds will leave no question as to the prudence, and the credibility of the Detachment.

- A. **Operations Account** – will be used for the day-to-day operations of the Detachment including, but not limited to expenditures for postage, printing and copying supplies, repairs, flags, and ceremonial equipment necessary to the functions of the Detachment, and expenditures for reimbursement to members when authorized. This account may be used for the distribution of funds transferred from the Reserve Account.
- B. **Programs Account** – will be used for programs and support activities that are charitable in nature, and which are approved by the Detachment membership. The source for these funds will include, but is not limited to donations, and program specific fundraising activities. An amount for administration purposes may be transferred to the Reserve Account as provided for in sub-paragraph (1) below. Donors will be encouraged to donate to the programs "as a whole" rather than specific programs, however, if specific donations are made those funds will be set aside for that program.
 1. In consideration of the expenditures necessary in the Detachment's solicitation of funds and donations for the Programs Account, the direct costs for generating those funds may be deducted from Programs Account revenue and transferred to the Reserve Account.

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2. No member can receive cash or a loan. IRS Section 502 @ 4 Rules
 3. The expenditure of such funds shall normally be in the form of an interest-free loan but may be in the form of a donation. Whatever the form of the expenditure, such expenditure requires the approval by majority vote of those Members in good standing who are present at a regular meeting when the question is presented. If the expenditure of funds is in the form of a loan, the recipient will be required to sign a note that specifies the terms of repayment.
 4. IRS Section 501 @ 4 Rules prohibit making loans. Can make donations to funeral home or buy flowers.
- C. **Reserve Account** – should be established as an interest bearing/income producing account to serve as a reserve source of funds for the Programs and Operations Account. The source of funds for this account will be derived through donations, drawings, or other fundraising activities not related to specific charitable programs.
1. The Reserve Account is also to be used to fund Detachment related functions and programs that are of primary benefit to its Members and Marines, such as, but not limited to, the Marine Corps Birthday, periodic parties and picnics, membership recruiting efforts, building fund and acquisition of merchandise for drawings.
 2. The Board of Trustees shall establish a minimum level of funds to be maintained in the account as the reserve for the Programs and Operations Accounts. Authority to drop below this minimum level of funds requires the approval, by majority vote, of the Board of Trustees.
- D. **Other Accounts** – may be established by the Board of Trustees as may be required for the conduct of the business of the Detachment.
- E. **Authorized Signatures.** Checks issued on the Detachment's accounts as well as other financial documents shall require two signatures. The Commandant, Paymaster and Senior Vice Commandant are authorized to sign checks and other financial documents, but in every instance a check or other financial document must contain the signature of the Paymaster.

SECTION 9-5 Financial Negotiations

The Board of Trustees shall have sole responsibility for negotiating any indebtedness on behalf of the Detachment. A proposal for indebtedness requires approval by a majority vote of the Members in good standing at a regular meeting.

SECTION 9-6 Bonding

All Detachment Officers handling Detachment funds shall be bonded. The Detachment Commandant and Detachment Paymaster are covered under a "Blanket" bond held and paid for by the National Headquarters. The bonding of other Detachment Officers, who handle Detachment funds, shall be arranged for by the Detachment at the expense of the Detachment. (National Bylaws and Administrative Procedures Chapter Six, Section 6035)

ARTICLE X

UNIFORMS

SECTION 10-1 Uniform Requirements

Ownership of Marine Corps League uniforms is not required as a condition of membership. The Detachment encourages members to obtain and maintain in good repair, the approved uniforms of the Marine Corps League.

- A. The standard Marine Corps League cover is the minimum uniform item worn by Members to be considered in uniform.
- B. Uniforms will be worn in accordance with Marine Corps League Uniform Regulations as set forth in the National Bylaws and Administrative Procedures, Enclosure 3.
- C. The Board of Trustees shall determine and notify Members of the uniform to be worn for specific occasions.

SECTION 10-2 Approved Uniforms

Only those uniforms that are outlined in Enclosure 3 of the National Bylaws and Administrative Procedures are approved uniforms of the Marine Corps League. Although clothing worn with the standard cover may have a Marine Corps or Marine Corps League theme, that attire is not a uniform of the League.

ARTICLE XI

PARLIAMENTARY AUTHORITY

SECTION 11-1

The rules contained in Robert's Rules of Order, Newly Revised, shall govern meetings where they are not in conflict with the bylaws, or other rules of the Detachment.

ARTICLE XII

AMENDMENTS

SECTION 12-1 Procedures

These Bylaws may be amended at any regular meeting of the Detachment by a two-thirds vote of those Members in good standing, provided that the amendment has been submitted in writing at the previous regular meeting. Proposed amendment cannot be inconsistent with the provisions contained in the National Bylaws.

SECTION 12-2 Effective Date

Amendments of the Detachment Bylaws will become effective upon approval of the Judge Advocate.