



Updated 08/07/2019

Article III Section 1 C Nomination and Election of Officers Added Last sentence.  
Article III Section 2 H Election of Associate Member as Treasure Elect. Complete update.

Updated 11/07/2018

Article II, Section 5, added "Discipline" to section name. Moved A, B & C to Section 7 Fees and Dues adding E, F & G. made E, F & G, A, B & C Membership/Discipline.  
Article IV, Section 4, Committee Structure Add new letter "J".  
Article V, Section 1, added new letter "D"

Update 05/03/2018

Updated Committee Members List. Last page

Amended 03/01/2017

Article II, Section 1F, 2, Percentage change of Pool Members as Post Members.

Amended 02/01/2017

Article II, Section 1C, 1, 2, & 3 Deceased Member Spouse rights Veteran and Associate.

Amended 05/06/2015

Article III, Section 2, Paragraph H, Filling the position of Treasurer if become vacant  
Article III, Section 1, investigating for possible suspension/loss of membership  
Article IV, Section 3, Duties of Officers and assignment of Officers and  
Article IV, Section 4, Committee Structure Distinguishing Ex-Officio's

Amended 12/04/2013

Article II, Section 1, D.2 Associate Members

Amended 08/01/2012

Article II, Section 5, Suspension/Loss of Membership

Amended 10/05/2011

Article II, Section 7, Fees and Dues

Amended 11/03/2010

Article II, Section 5, Suspension of Membership  
Article IV, Section 3 B, Added term of office for e-Board President.

Amended 12/02/2009

Article II, Section 3, Method of Processing Applications for Membership.

Amended 10/01/2008

Article III, Section 1, new letter E, Added Newly elected officers Oath of Office.

Amended 05/02/2007

Added Article V, Section 4, Welfare and Scholarship Fund

Amended 07/06/2005

Added Article II, Section 1. G.1, Waive percent limitation for sons and daughters.

Amended 07/07/2004

Article III, Section 1A, Added election of Home Inc. and State Board members.

Article IV, Section 2-10, Changed, A moment of prayer to remembrances.

Article V, Section 1A, Added Treasurer Elect and Post Accountants.

Article V, Section 1B, Added Treasurer Elect.

Article V, Section 1C, Added Treasurer Elect.

Article V, Section 3 All, Entire section revised.

Amended 04/03/2002

Article I, Section 3, Title Change

Article I, Section 3A, added.

Article II, Section 1A, added Non-veterans.

Article II, Section 1C, added Section E.

Article II, Section 3A, Moved first sentence to Article I, Section 3A.

Article II, Section 4, add last line in paragraph.

Article III, Section 1A, added Treasurer.

Added election of additional officer to Executive Board if Commander is re-elected.

Article III, Section 1A, added "consecutive" to all other offices

Article IV, Section 3, new section titles "Governance" moved A and B from committee structure to this section.

Article IV Section 4H, Added "By-Laws Committee.

Amended 12/05/2001

Article II, Section 1, All.

Amended 11/07/2001

Article II, Section 1, A.

Amended 04/07/1999

All Sections, to include female gender.

Article III, Section 1 C, Item C.

# **BY-LAWS**

## **Delaware Veterans, Inc. Wilmington Post #1**

### **ARTICLE I**

#### **SECTION 1**

##### **NAME:**

The name of this organization shall be "Wilmington Post Number One of the Delaware Veterans, Inc."

#### **SECTION 2**

##### **ORIGIN:**

These By-Laws are based on the By-Laws of the Delaware Veterans, Inc., and nothing contained herein shall be construed to be in conflict with anything contained in the aforementioned By-Laws.

#### **SECTION 3**

*Last Amended 04/03/2002*

##### **MISSION STATEMENT:**

- A.** The primary purpose of Delaware Veterans, Inc. Post #1 is to promote the social and political welfare of its Veterans, their spouses, and dependents.
- B.** To practice, teach, and inspire love of home, love of country, and love of God.
- C.** To devote our efforts to the maintenance and furtherance of the Constitution of the United States of America, and the support of our American form of government, in order that our American way of life shall not be lost.
- D.** To fulfill the responsibilities of American citizenship by energetic and realistic participation in the affairs of municipal, state, and national government.
- E.** To aid our duly elected representatives in government by keeping them informed of our opinions of pertinent legislation.
- F.** To work toward a better community, a stronger state, a finer nation, and a more understanding world in order to preserve a just and lasting peace.

# BY-LAWS

## Delaware Veterans, Inc. Wilmington Post #1

### ARTICLE II

#### SECTION 1

##### **MEMBERSHIP REQUIREMENTS:**

*Last Amended 04/03/2002*

**A.** Membership in this organization is open to all members - past and present - of the United States Armed Forces and those non-veterans who share the philosophy and goals of Delaware Veterans Inc. Post #1. An applicant shall be at least 21 years of age, be of good character, and meet all membership requirements.

##### **B. Veteran Member:**

Dues paying, voting and elected office holding privileges extended to all Veteran members in good standing.

##### **C. Spouse Membership:**

*Last Amended 02/01/2017*

1. Spouse of a member full use of all Post facilities.
2. Spouse of deceased Veteran member shall automatically become an honorary lifetime member until remarried. May not hold elected office, has no voting privileges, no annual membership dues.
3. Spouse of a deceased Associate Member shall automatically become an honorary member until remarried. May not hold elected office, has no voting privileges, must pay annual membership dues.

##### **D. Associate Members:**

An applicant shall be at least 21 years of age, be of good character, and meet all membership requirements with the exception of honorable service in the Armed Forces of the United States. Two voting members in good standing, one of which must be a Veteran, must sponsor him/her.

##### **1. Voting Associate:**

All Voting Associate members of record, as of 12/31/1996 or before, who have gone through the regular membership procedure are grandfathered, pay regular annual dues, cannot hold elected office.

##### **Associate:**

*Last Amended 12/04/2013*

2. Any Associate members accepted for membership after 1/1/1997 and all future applicants applying for Associate membership, in accordance with Article II, Section 1, Items A and D. If accepted, shall pay current established Post dues, will not have voting privileges, and cannot hold elected office.
3. **Pool Associate:**  
Pool members may apply for Pool Associate membership by submitting an application in accordance with Article II, Section 1, Items A and D. If accepted for membership they will pay established annual Post dues (initiation fee waived) plus established annual pool membership fee. Pool associate will not have voting privileges and cannot hold elected office.

**E.** Swimming Pool members have use of all Post facilities from Memorial Day to Labor Day. Subject to paying-established annual pool dues and any bond or initiation fee as directed by the membership.

# BY-LAWS

## Delaware Veterans, Inc. Wilmington Post #1

### ARTICLE II

#### F. Associate and Pool Associate Membership Limitations:

1. Associate Membership will be limited to 25% of the total Veteran membership.
2. Associate Pool Membership will be limited to 15% of the total Veteran membership.

#### G. The Executive Board with the approval of the Post membership can set percentage changes in Article II, Section 1, Item F, of these By-Laws.

Added 07/06/2005

1. The Executive Board may waive the percent limitation for sons and daughters of veteran members subject to subsequent approval by the membership.

### SECTION 2

#### APPLICATION FOR MEMBERSHIP:

3. All applications for membership in Delaware Veterans, Inc. Post #1 shall be in writing on such forms as shall be prescribed by the State Board.

### SECTION 3

#### METHOD OF PROCESSING APPLICATIONS FOR MEMBERSHIP:

Last Amended 12/02/2009.

- A. All Veteran and non-veteran application forms are to be properly completed and forwarded to the Executive Board prior to the next Executive Board meeting. All Veteran applicants must attach proof of their honorable service in the armed forces of the United States. A Quorum of the Executive Board must verify all applicants' written proof and the Secretary shall note this fact on the application form. The Executive Board or their designee shall present the applicants in person to the general membership at the next general membership meeting. This will be considered the first reading. An applicant cannot pay post dues or receive a key card until final approval of the application.
- B. It shall be the duty of the Executive Board to examine all applications. The Membership Committee will conduct an investigation by interviewing the applicants sponsor. The Membership Committee Chairman or Committee Member will assist with the investigation by posting the names of the applicants on a designated bulletin board at the post. The post Commander or his designee will have the names of the applicants placed in the membership section of the post newsletter designated: "Awaiting Final Approval". Any member who has any objections to an applicant must notify the Executive Board in writing or in person prior to the second reading. If no further investigation is warranted by the next general membership meeting, the applicant must then appear in person for the second reading and final approval. Upon final approval of the applicant, the Executive Board will direct the post Treasurer, upon payment of dues to present the applicant with a membership and key card. The application and all records shall be kept in the files of the Membership Committee. If an applicant is unable to attend one or any of the membership meetings as required above, then the applicants sponsor is responsible for informing the Membership Chairman and or the Executive Board. The Executive Board will determine on a case by case basis whether or not to continue to proceed with the processing of the application or place the application on hold until the applicant can appear in person before the general membership.
- C. Dues must be paid within 30 days after notification of acceptance as a member; otherwise acceptance shall be void.

# BY-LAWS

## Delaware Veterans, Inc. Wilmington Post #1

### ARTICLE II

- D. Any member who resides beyond 75 miles of the Wilmington Post #1 will pay dues that are ½ of the dues and any assessment for that current year.

#### SECTION 4

##### **MEMBERSHIP CARDS:**

*Last Amended 11/3/2010*

Appropriate membership cards shall be issued annually. These shall be signed by the State Treasurer. No member shall be in good standing unless he/she has in his/her possession a membership card and has paid the current years dues.

#### SECTION 5

##### **SUSPENSION/LOSS OF MEMBERSHIP/DISCIPLINE:**

*Last Amended 08/01/2012.*

- A. A Post member may have their membership suspended or revoked for flagrant or persistent violation of the Post rules. In cases of suspension, the length of suspension shall be at the discretion of the Executive Board.
- B. The House Committee, Swimming Pool Committee, or any Post Member can recommend in writing, to the Executive Board, the suspension of a member for flagrant or persistent violation of Post Rules.
- C. Only the Executive Board shall have the authority to suspend and/or revoke membership.

#### SECTION 6

##### **RIGHT OF APPEAL:**

All members in good standing shall have a right of appeal from the decision of the Post Executive Board. All appeals must flow through the Post Commander to the secretary of the State Board and be made in writing within 15 days from the date of the decision in question.

#### SECTION 7

*Last Amended 10/5/2011*

##### **FEES AND DUES:**

- A. Dues shall be set annually by the Executive Board with approval of the Post Membership.
- B. Dues will be payable the 15<sup>th</sup> of January annually. Any member joining after the first day of December may pay full annual dues and be in good standing until 15<sup>th</sup> January the following year.
- C. Dues for new members accepted after the first day of April each year shall be prorated on a quarterly basis of annual dues.
- D. Annual dues as prescribed by these By-Laws shall be construed to include the spouse as well as registered member.
- E. Post members who have not paid his/her dues or submitted a written request for extension of time to the Executive Board within Thirty (30) days of the date on which dues are to be paid, he/she will have their membership revoked.

# **BY-LAWS**

## **Delaware Veterans, Inc. Wilmington Post #1**

### **ARTICLE II**

- F. Veterans whose membership has been revoked under (A) above and who choose to become a member of the Post again must re-apply for membership under the application process as stated in Article II, Section 3 of these by-laws. Upon acceptance, applicant will pay dues and any applicable initiation fees.
- G. Associate members whose membership has been revoked under (A) above and who choose to become members of the Post again must re-apply for membership under the application process as stated in Article II, Section 3 of these by-laws. Those accepted applications will go to the back of the Associate Member Waiting List and will be considered in its order on the list. Associate members that had voting rights prior to losing their membership will lose such rights upon rejoining the post. Upon acceptance, applicant will pay dues and any applicable initiation fees.

### **SECTION 8**

#### **SEPARATION FROM THE ORGANIZATION:**

No swimming pool initiation fee shall be refunded except for those initiation fees paid prior to January 1, 1987. In all cases where a refund is made, no such fee shall be refunded until the numerical limit has been reached, and replacement secured, except the Executive Board shall have the authority to make a refund if in their opinion the situation warrants. A 20% service charge shall be deducted from the initiation fee. Upon resignation from the pool, the resigned member must request the initiation fee refund in writing within the fiscal year to be eligible for the refund.

# BY-LAWS

## Delaware Veterans, Inc. Wilmington Post #1

### ARTICLE III

#### SECTION 1

##### **NOMINATION AND ELECTION OF OFFICERS:**

*Last Amended 04/03/2002*

A. This Post shall elect as officers a Commander, Vice-Commander, Recording Secretary, Treasurer-Elect or Treasurer and Sergeant-At-Arms as well as the election of two (2) vacancies on the Post Executive Board. If a Commander is re-elected, one (1) additional Officer is elected to the Post Executive Board for a one (1) year term. The membership shall also elect directors for Home Inc. and the State Board as required by their By-Laws. The Post Executive Board shall appoint a Chaplain, Corresponding Secretary, and Historian.

B. The Post Commander shall appoint a Nominating Committee of not less than three (3) members at the first regular meeting in October of each year. It shall be the duty of this committee to receive nominations for the post offices and report to the membership at the first meeting prior to the election. Nominations from the floor will be received at the time of the report of the Nominating Committee and at the meeting at which the election is to be held. Post officers shall be elected at the December meeting and installed at the first regular meeting in January of the next calendar year and shall hold office until new officers are elected. No Post Commander shall be elected or serve for more than two (2) successive terms. No member shall hold more than one (1) elective office at the same time.

C. For a member to qualify for the office of Commander or Vice-Commander, he/she shall be a member in good standing for four (4) consecutive years. All other elected offices require two (2) consecutive years. An associate member shall not be eligible to be an officer or hold an elected office. Exception: Refer to Article III, Section 2, Letter H, #3

D. A member who is being investigated for a possible suspension/loss of membership pursuant to Section 5 Article II shall not be permitted to run for any office until the investigation is completed. Due to the possibility of time constraints during the Post Election period the Executive Board will make every effort to expedite the investigation in order to make an informed decision as is reasonable.

E. Voting privileges shall be restricted only to veterans and associate members in good standing and otherwise qualified in accordance with Article II, Section 1, Items A, B, D, D1, 2, and 3 of these By-Laws.

*Added 10/01/2008*

F. Upon completion of the post elections, the newly elected Officers will be sworn in at the January general membership meeting of the New Year. The newly elected officers will take the following oath:

I do solemnly swear to uphold and promote the goals, objectives and mission of Delaware Veterans Post #1 to the best of my ability.

#### SECTION 2

##### **BALLOTING:**

A. Written ballots shall be prepared after the report of the Nominating Committee and prior to the election. Ample room will be provided on the ballot to take care of nominations from the floor.

B. *Last Amended 9/14/1996,*

The Chairperson of the Nominating Committee along with the Sergeant-At-Arms shall ascertain that all who receive ballots are members in good standing by checking off the names from the active members list prepared by the Membership Committee prior to the election.

C. The Post Commander shall appoint a Chairperson and at least three (3) members (non-candidates) from the floor in distributing, collecting, and counting the ballots.



# BY-LAWS

## Delaware Veterans, Inc. Wilmington Post #1

### ARTICLE III

- D.** A majority of the votes cast shall be necessary for the election of officers. If after the first ballot no nominee has a majority, the nominee having the least number of votes will be dropped and a new ballot cast. Elections shall proceed in this manner until a majority has been given to a candidate.
- E.** All ballots cast will be filed and preserved by the Recording Secretary for a period of at least seven (7) days after the election before being destroyed.
- F.** *Last Amended 9/14/1996.*  
Absentee ballots are permissible for these elections. They may be obtained from the Chairperson of the Nominating Committee or his/her designee. Only those who are unable to attend the regular election meeting for reasons of employment or other good cause. They must be returned to the Chairperson of the Nominating Committee prior to the regular election.
- G.** A voice ballot shall be cast for all unopposed candidates to elected office.
- H.** If a vacancy occurs in an elected office during any calendar year, that vacancy will be appointed by the Post Executive Board to serve the remainder of that year only.
1. If the office of Commander becomes vacant, the Vice-Commander will succeed.
  2. If the office of Treasurer is vacated the Treasurer-Elect will succeed and serve the remainder of that term, However, if a treasure-elect is appointed by the Post Executive Board the person so appointed shall serve out the term of the treasurer-elect and thereafter assume the position of Treasurer.
  3. In the event that there is no Veteran candidate for the position of Treasurer Elect upon the close of nominations and or subsequent elections, or the position of Treasurer Elect becomes vacant during the calendar year, the Executive Board will appoint a member (Veteran or Associate) to this position. If the Board appoints an associate member, then he/she will assume all duties of the treasurer elect position as outlined in these by-laws. This would include assuming the duties of the Treasurer the following year.
- A minimum of five (5) years membership in good standing at the Post is required for any associate member being considered for this position.
  - Should the Executive Board appoint an associate member to the position of Treasurer Elect, he/she will become a member of the Executive Board when they assume the duties of Treasurer and will have voting privileges only during the executive board meetings. These voting privileges will not extend beyond the Executive Board and the rules governing voting rights for associate members will follow the existing rules as outlined in these by-laws. The only exception would be if the Board appoints a voting associate, in this case their voting rights would remain intact per the rules governing voting rights as outlined in these by-laws.
  - This position will be the only position in Post leadership that an associate member will be permitted to hold due to the complexity and importance of said position.

# BY-LAWS

## Delaware Veterans, Inc. Wilmington Post #1

### ARTICLE IV

#### SECTION 1

##### POST MEETINGS:

- A. The Post shall be required to have at least one (1) business meeting a month, at a regular time to be decided by the Post. All General Membership Meetings shall be in accordance with Roberts Rules of Order.
- B. Special meetings may be called by the Post Commander, when in his/her opinion such meetings are necessary. At least twenty-four (24) hours notice shall be given to all members prior to the assembly of a special meeting. A quorum of nine (9) members shall be required in order to conduct business at such meetings.
- C. Social meetings may be held at the pleasure of the Post membership.

#### SECTION 2

##### ORDER OF BUSINESS:

- A. The following order of business can be used as a guide in the conduct of business meetings:
  - 1. Meeting called to order.
  - 2. Pledge of Allegiance.
  - 3. Ceremonies.
  - 4. Secretary read minutes of previous meeting.  
Secretary read minutes of Executive Board Meeting.
  - 5. Treasurer's Report.
  - 6. Report of all Boards and Committees.
  - 7. Old business.
  - 8. New business.
  - 9. Good of the order.
  - 10. A moment of remembrances
  - 11. Adjourn.

#### SECTION 3 *Last Amended 04/03/2002*

##### GOVERNANCE:

##### *Last Amended 11/3/2010*

- A. **Executive Board** – The controlling board of this Post shall be known as the Executive Board and shall consist of ten (10) members as follows:
  - 1. Commander
  - 2. Immediate Past Commander (See: Article III, Section 1, Item A).
  - 3. Vice-Commander
  - 4. Recording Secretary
  - 5. Treasurer
  - 6. A member designated by Home Inc., except such member shall be a non-voting member.
  - 7. Four (4) members-at-large (elected annually, two (2) for one-year term and two (2) for two-year terms initially, and for two-year terms after that).
  - 8. No member of Home Inc. can be elected to the Executive Board.
- B. The **Executive Board** shall be formed annually immediately following the Post election and president elected from its membership. No Executive Board President shall be elected or serve for more than two (2) successive terms. The Executive Board shall meet at least monthly, accurate minutes shall be kept of such meetings and read to and approved by the Post membership at each business meeting. It shall be the responsibility of the Executive Board to administer all affairs of the Post in accordance with these By-Laws. The Executive Board is the policy-making unit of the Post administrative setup and shall be responsible for carrying out policies handed down by the State Board. The Executive Board shall render general supervision of all standing committees of the post. The Executive Boards function as Program Committee shall be responsible for procuring speakers as needed, and setup the program for all business meetings.

# BY-LAWS

## Delaware Veterans, Inc. Wilmington Post #1

### ARTICLE IV

#### DUTIES OF OFFICERS AND ASSIGNMENT OF OFFICES:

- A. **Post Commander** – The Post Commander shall conduct all meetings of the Post; appoint members to all committees, to which members are regularly appointed; conduct the installation of new members; carryout policy as handed down by Home Inc., the State Board and the Post Executive Board; shall be a member, but not necessarily President of the Executive Board; and shall have the authority to spend Post funds in his/her sole discretion in an amount not to exceed \$500.00 per month.
- B. **Vice-Commander** – The Vice-Commander shall perform all duties of the Post Commander in the absence of the Commander; is a member of the Post Executive Board.
- C. **Recording Secretary** – The Recording Secretary shall be responsible for taking down and transcribing the minutes of all business meetings in the minute's book, and for preparing an agenda for the Commander. He/she shall also be a member of the Executive Board and function as Secretary of that Board. He/she shall maintain liaison with the Corresponding Secretary and the Publicity Committee.
- D. **Corresponding Secretary** – It shall be the duty of the Corresponding Secretary to get out the notices for all meetings and to take care of all correspondence with outside persons or organizations relative to the business of the Post.
- E. **Treasurer** – The Treasurer shall be responsible for carrying out fiscal policies of the Post. He/she shall report to the membership at each business meeting relative to the financial status of the Post, and pay all bills after receiving them as approved from the Executive Board. He/she shall be a member of the Executive Board and render a complete financial report to that Board at each meeting. He/she shall also be responsible for receiving all monies derived from membership dues and any and all fund raising projects. He/she shall also report delinquent members.
- F. **Treasurer-Elect** – The Treasurer-Elect shall perform duties as delegated to the Treasurer-Elect by the Treasurer. The Treasurer-Elect shall automatically succeed to the office of Treasurer at the end of the Treasurer's term and shall hold such office for the term prescribed in Article III, Section 1, Item B, of these By-Laws. Shall be an Ex-Officio Member of the Post Executive Board and will be selected first to cast the deciding vote in the event of a tie.
- G. **Historian** – The Historian shall be responsible for preparing and maintaining an historical record of the organization. This includes obtaining and filing copies of all publicity and publications concerning the organization, and keeping a chronological record of all important events concerning the Post. The Historian shall be a member of the Public Relations Committee.
- H. **Sergeant-At-Arms** – It shall be the duty of the Sergeant-At-Arms to maintain order at all times when present. Identify all people attending business meetings to ascertain those eligible to vote on Post business, also to assist the Recording Secretary in casting all ballots.
- I. **Chaplain** – The Chaplain should keep the membership informed as to serious sickness and death among the members. Community projects of a charitable nature should be studied by the Chaplain for recommendations to the Post Commander relative to the Post participation.

# BY-LAWS

## Delaware Veterans, Inc. Wilmington Post #1

### ARTICLE IV

#### SECTION 4

##### COMMITTEE STRUCTURE:

*Last Amended 04/03/2002*

- A. **House Committee** – It is the duty of this committee to maintain and repair the Post quarters, subject to approval of the Post Commander in conjunction with the Executive Board. The House Committee is authorized to recommend to the Executive Board the suspension of a member for flagrant or persistent violation of the Post rules.
- B. **Bar Committee** – It is the duty of this committee to staff bartenders for regular club operations, club parties, special functions and rentals. The committee has the responsibility for ordering bar equipment and supplies and to maintain the bar areas.
- C. **Financial Committee** – This committee should be composed of the Treasurer and two (2) appointed members. It will be responsible for recommending fiscal policies to the Executive Board and for auditing the bar account monthly. Whenever there is a transfer of accounts, as in the case of a new Treasurer, but not less than annually, this committee will audit all funds of the organization. For the duration of the audit, another member shall be appointed from the membership to replace the Treasurer. This committee is to prepare an annual budget covering all Post accounts and an annual financial report. This committee shall also maintain all insurance required for the organization. Chairperson shall be an Ex-Officio Member of the Post Executive Board with no voting privileges.
- D. **Entertainment Committee** – This committee should consist of three (3) members and is responsible for developing and setting up a monthly social calendar. This will include entertainment and decorations for all scheduled parties, card sessions, all types of tournaments and social meetings. This committee, with the assistance of the Financial Committee, will set up an entertainment account, which will show at all times receipts and expenditures with regard to entertainment.
- E. **Legislative Committee** – The Legislative Committee should consist of three (3) members. This committee is responsible for keeping the Post informed concerning pertinent legislation at all levels of government and for recommending the stand, which would be taken on these issues. This committee is also responsible for preparing a legislative program designed to assist in carrying out Post policies and projects.
- F. **Public Relations Committee** – This committee consists of three (3) members. It is responsible for ascertaining that Post meetings and projects receive the necessary attention, and to prepare publicity programs to support any particular project which the Post happens to be backing. News released for each meeting and disposition of these to newspapers and radio stations is likewise a responsibility of this committee.
- G. **Membership Committee** – The Membership Committee should consist of five (5) members and is responsible for the formulation and execution of membership policy. The committee shall function as outlined under Article II of these By-Laws. Chairperson is an Ex-Officio Member of the Post Executive Board and will be selected second in the absence of the Treasurer Elect to cast the deciding vote in the event of a tie.
- H. **By-Laws Committee** – The By-Laws Committee should consist of five (5) members including the Chairperson. The committee is responsible for receiving and reporting any proposed amendments to the Executive Board. Final acceptance in accordance with Article V, Section 3, of these By-Laws. The Chairperson is to maintain any future amendments and update By-Laws book at the discretion of the Executive Board. Chairperson is an Ex-Officio member of the Post Executive Board and the Chairperson of the committee will be selected third in the absence of the Treasurer Elect and the Membership Committee to cast the deciding vote in the event of a tie.
- I. The number of members assigned to above listed committees by these By-Laws may be changed at the discretion of the Commander.
- J. The committee chairs for the Membership and By-Laws committee's must be Veterans due to the fact that both of these positions are Ex-Officio's of the Post Executive Board and have the ability to cast deciding votes in the event of a tie.

# **BY-LAWS**

## **Delaware Veterans, Inc. Wilmington Post #1**

### **ARTICLE V**

#### **SECTION 1**

##### **MISCELLANEOUS:**

- A. The Post Treasurer, Treasurer-Elect and Post Accountants shall be bonded in an amount to be decided by the Executive Board.
- B. All checks shall be signed by any two of the following:
  - 1. Commander
  - 2. Vice-Commander
  - 3. Treasurer
  - 4. Secretary
  - 5. Treasurer-Elect (In the absences of the Treasurer)
  - 6. President of Executive Board
- C. All bills should be paid by the Treasurer/Treasurer-Elect in the form of a check.
- D. The rental hall will be known as "Post 1 Memorial Hall". This title will be the official name of the hall. Out of respect for the many members that have made sacrifices and contributions to the Post over the years, the hall shall not be named or dedicated after any one individual

#### **SECTION 2**

##### **PUBLICATIONS:**

This Post may publish on a regular or irregular schedule, a newsletter or newspaper. All articles of an editorial nature shall be approved by the Executive Board prior to publication.

#### **SECTION 3**

##### **AMENDMENT OF BY-LAWS:**

- A. Amendments to these By-Laws may be recommended by the Executive Board subject to final approval by the Post membership, Approval to be obtained in the following manner:
  - 1. Proposed Amendment to be read at three (3) consecutive General Membership meetings, after the third reading, amendment shall be placed before the body to be voted upon by those voting members present. The amendment must be approved by two-thirds majority of votes for amendment to pass.
  - 2. Two-thirds majority of the voting members present after all members have been notified by mail of proposed change. Said notification to be made at least five (5) days prior to day of General Membership meeting.
- B. At a General Membership meeting, any voting member can move to amend these By-Laws. The motion must be seconded and approved by two-thirds voting members present.
  - 1. Upon approval the proposed amendment must be read at two (2) additional consecutive General Membership meetings.
  - 2. After the third reading, amendment shall be placed before the body to be voted upon by those voting members present. The amendment must be approved by two-thirds majority of votes for amendment to pass.

# BY-LAWS

## Delaware Veterans, Inc. Wilmington Post #1

### ARTICLE V

#### SECTION 4 *(Added 05/2/2007)*

##### WELFARE AND SCHOLARSHIP FUND

Established in 2006, these Post supported programs were established to expand and diversify Post excess financial resources and manage its assets with regard to the fund in an efficient and effective manner. To foster an environment that will encourage innovation of fund dispersal and to determine assessment factors of fund dispersal so that prejudice or favoritism will not enter into the dispersal criteria. This fund shall be administered in accordance with the *Funds Procedure Book*.

A Board of Directors of five members shall be appointed by the Commander, and be accountable to the Executive Board. Those names will be announced for approval by the Post Membership at a regularly scheduled meeting. The terms of office shall be three (3) years. The first Board will serve as follows:

Two Directors – Three-year term  
Two Directors – Two-year term  
One Director – One-year term

A lottery should be used to determine who will serve 3, 2, or 1 year.

Any member of the directors who has served up to one 3 year term may be re-appointed to a 2<sup>nd</sup> term. It is desired that no member serve more than two 3-year terms.

##### WELFARE FUND

The welfare fund is a fund to help active members, of 5 years or more, in direct need caused by unforeseeable events. Any Member in need can contact the Post Commander who would pass the information to the Board of Directors for consideration. The Board of Directors would give the Executive Board the name of the member for consideration of fund dispersal at a special session of the Executive Board. If all are in agreement, the Board of Directors would execute the award.

##### SCHOLARSHIP FUND

The Scholarship directors shall consist of five (5) members, replacements to be named in June. After the June appointment, the directors shall select its chairperson. The directors shall act as resume judges and administer the fund for the succeeding year. The award shall be presented to an applicant or applicants in time for announcement at his/her school commencement. Whether there is a single award or multiple awards will be determined by the funds made available by the Executive Board in the first quarter of the year. The directors shall determine the methodology in 2007 and submit it to the Post "E" Board for approval no later than the November "E" Board Meeting. The directors shall be able to request approval of changes to the methodology for the following year no later than November of the current year. These changes would not go into effect until after the awards for spring graduation are announced.

01/10/2019

##### 2017 BY-LAWS COMMITTEE:

Mark Schilling - Chair  
Donald Clagg  
Andy Hostler  
Roger Lee  
John Zimmerman