

Post By-Laws

M/Sgt BEN D. SNOWDEN POST NO. 8587
VETERANS OF FOREIGN WARS OF THE UNITED STATES

ARTICLE I

NAME AND LOCATION

- Sec. 1. By the virtue of charter granted, this Post shall be known as M/SGT BEN D. SNOWDEN POST NO. 8587 VETERANS OF FOREIGN WARS OF THE UNITED STATES.
- Sec. 2. The location of this Post shall be in the City of Georgetown, County of Williamson, State of Texas.

ARTICLE II

SUBORDINATION

The supreme power of this association is vested in the National Convention and this Post shall be at all times Governed by the ^{Congressional}Charter and By-Laws of the Veterans of Foreign Wars of the United States, the By-Laws of the Department of Texas, orders issued by authority of the National Convention, National Counsel of Administration, the Commander -in- Chief, the Department Convention, Department Council of Administration and the Commander of the Department of Texas. For the purposes of this Article and Section, Resolution adopted by the National Convention are held to be lawful orders.

ARTICLE III

MEETINGS

- Sec. 1. **Place:** The regular meeting place of this Post shall be at 1000 N. College St. , Georgetown, Texas.
- Sec. 2. **Time:** The stated meetings of the Post shall be held on the 3rd Tuesday of each month, to be called to order at 7:30 p. m. The Post may, after at least fourteen (14) days written notice to the Department Commander and the members of the Post, change its meeting place, appointed day or time upon a majority vote of the members present at a regular or special meeting called for such purpose.
- Sec. 3. Special meetings may be called in accordance with the provisions of the National By-Laws.
- Sec. 4. **Quorum:** Six (6) members in good standing shall constitute a quorum for the transaction of business. (not less than six)

Post By-Laws

ARTICLE IV

MEMBERSHIP

- Sec. 1. Membership in this Post eligibility to, application for, acquiring and maintenance of, loss of and discipline shall be in accordance with the provisions of the National By-Laws.
- Sec. 2. The admission fee of this Post shall be \$1.00, payable in accordance with the provisions of the National By-Laws.
- Sec. 3. The dues of this Post Shall never be less than the amount required to cover Department and National Dues.

ARTICLE V

OFFICERS

- Sec. 1. Eligibility to, nomination, election or appointment, installation and term of office shall be in accordance with the provisions of the National By-Laws.
- Sec. 2. The duties of all officers shall be those prescribed by National and Department By-Laws, lawful orders as the Post may direct, and as these By-Laws in this Article may hereafter provide.

ARTICLE VI

COMMITTEES AND DUTIES

- Sec. 1. All standing Committees and their chairman, unless otherwise provided, shall, as promptly as possible after installation in office, be appointed by the Commander and as such shall serve at his will and pleasure. The Post Quartermaster, by virtue of his office, shall be treasurer of all committees handling funds.
- Sec. 2. The standing Committees of the Post shall be as follows:
 - (a) Membership
 - (b) Relief
 - (c) Poppy
 - (d) Publicity
 - (e) Youth Activities
 - (f) House
 - (g) Americanism
 - (h) Ways and Means
 - (i) Community Activities
 - (j) Safety
 - (k) Bingo
- Sec. 3. House Committee:
 - (a) The House Committee shall be elected by the Post members to manage certain matters related to the post property including the operation of Post Club Rooms and/or Canteen. It shall consist of not less than three members, one each of whom shall be elected annually for a three-year term. Trustees shall not serve on the House Committee. In addition, the Post Commander and Post Quartermaster by virtue of their offices shall be members of the House Committee.

Post By-Laws

- (b) The committee shall be responsible for the cleanliness and upkeep of the quarters and the equipment therein.
- (c) The Committee shall be in charge of the sub-rental of the Posts quarters and shall exercise such supervision over sub-renters as will insure the protection of the Post's name and property.
- (d) The Committee may authorize such expenditures for minor emergency repairs and janitor supplies as may be necessary for the preservation and protection of the Post's quarters and its equipment, provided that the total amount so expended between any two regular meetings shall not exceed \$1,000.
- (e) All monies received by the Committee through the sub-rentals, Post quarters or other sources shall be deposited with the Post Quartermaster.
- (f) All expenditures of the Committee shall be made only by regular voucher and check drawn by the Quartermaster in accordance to these By-Laws.
- (g) The House Committee shall keep a record of all its receipts and expenditures and shall, at every meeting of the Post, report all monies received and all expenditures made since the last meeting.
- (h) The Post may adopt such further rules and regulations governing the conduct of club or canteen as do not conflict with the provisions of this Article. Such rules and regulations shall only become effective upon their approval by a majority vote of members present at a regular or special meeting called for that purpose; at least thirty (30) days notice in writing having first been given to all members.
- (i) The Post Quartermaster by virtue of his office shall be the treasurer of the House Committee of the Committee.

ARTICLE VII

CONTROL OF SUBSIDIARY UNITS

- Sec. 1. Any activity, unit or clubroom sponsored, conducted or operated by the Post, incorporated separately from the Post or incorporated, shall be at all times under the direct control of the post.
- Sec. 2. All funds derived from any of the above shall be placed in the custody of the Post Quartermaster.
- Sec. 3. All money, property and assets of every kind as well as all records In connection there with used, held and owned by any of the above activities is the property of the Post and must be placed in the care and custody of the Post Quartermaster.
- Sec. 4. For purposes of this Article, and Auxiliary to the Veterans of Foreign Wars, The Military Order of the Cootie and its Lady Auxiliary are governed by Article XI and XII respectively of the National By-Laws and Manual of Procedure.

ARTICLE VIII

EXPENDITURE OF FUNDS

- Sec. 1. Expenditure of funds shall be made only after prior authorization by the Post and on proper voucher drawn by the Quartermaster and approved by the Commander. All checks for the expenditure of Post funds shall be numbered in sequence, the number of each check to correspond with the voucher authorizing the same. Unless otherwise provided for in the By-Laws, all disbursements of Post funds shall bear the signature of the Quartermaster or other person(s) authorized by the Quartermaster using acceptable banking practices. Such other authorized person(s) shall be bonded in accordance with Section 703 of the National By-Laws.
- Sec. 2. The adoption of this Article shall constitute authorization by the Post for the payment of the bills, when and as due, public utility service, postage, and minor emergency repairs authorized by the House Committee, provided that the amounts to be paid for monthly rental and for janitor service shall have been previously established by the Post.
- Sec. 3. No other payment or expenditures shall be made except on the specific authorization of the Post in each and every case.

ARTICLE IX

COMPENSATION

- Sec. 1. No compensation shall be paid in any officer or committee member of this Post for his services as such officer, except as hereafter may be provided.
- Sec. 2. For services rendered, the Post may, by majority vote, pay the annual dues of the Adjutant and Quartermaster for periods or parts of periods they serve as such, and such other compensation commensurate with their duties as may be determined and specified by vote of the Post.

ARTICLE X

FUND RAISING PROMOTIONS

- Sec. 1. This post shall solicit funds or donations only by prior vote of the Members agreeing to the proposition. The Post shall not solicit funds or donations or otherwise engage in fund-raising activities or projects outside the immediate geographical area or community of the Post.
- Sec. 2. This Post shall not enter into any agreement with a promoter for the purpose of raising funds unless the said promoter shall have first furnished a good and sufficient surety bond in principal sum sufficient to give the Post ample protection in the particular circumstances. The said bond shall be subject to the approval of the Post Advocate, bear the endorsement of the Post Commander and be kept in

Post By-Laws

the possession of the Post Quartermaster. The bond will be conditioned on the payment to the Post Quartermaster of all moneys due the Post as a result of the solicitation within thirty (30) days of the close of the campaign. If the promoter has made satisfactory settlement within the thirty day period, then the surety will be determined to be discharged, otherwise the bond will remain in full force and effect.

- Sec. 3. If the bond cannot be furnished, then all collections shall be made by Members of the Post sponsoring the campaign or entertainment and said funds shall be paid to a bonded officer of the Post who shall hold the funds in his custody pending proper pro-rata distribution.
- Sec. 4. Fund raising organizations or individuals conducting solicitations, activities or projects for a profit shall not be engaged or used by the Post for such purpose unless such engagement is made by written agreement between the services. The form of any such written agreement must be submitted to the Department Commander for review at least thirty (30) days prior to any Post entering into any such agreement.

ARTICLE XI SOLICITATIONS, ETC

- Sec. 1. Unless previously authorized by a Majority vote of the Post, no solicitations, raffles or ticket sales shall be permitted in the Post quarters or on social meeting nights unless such solicitations, raffles, or ticket sales shall have been approved by the Post.
- Sec. 2. The Ways and Means Committee shall confine approved solicitations, raffles, or ticket sales to stated and social meetings of the Post in or around the Post quarters.

ARTICLE XII MISCELLANEOUS

- Sec. 1. Every Member of this Post shall keep the Post Adjutant and Quartermaster advised of his current address by promptly reporting any changes of same.
- Sec. 2. One copy of these By-Laws shall be issued to each elected Officer of this Post.
- Sec. 3. In all Post Procedures not provided for by the National Congressional Charter and By-Laws or these By-Laws, Demeter's Manual shall be the Authority, and it shall be the duty of the Post Advocate, in an advisory way, when called upon to do so by the Post Commander to advise the Post Commander on the proper rule of rules.

Post By-Laws

ARTICLE XIII

SPEECHES

Sec. 1. No member will be permitted to speak on any one subject (Pro) or (Con) more than twice, and the first time no longer than five (5) minutes, and the second time no longer than three (3) minutes, with the exception of a Committee report and recommendations and visiting guest who have a message to impart.

ARTICLE XIV

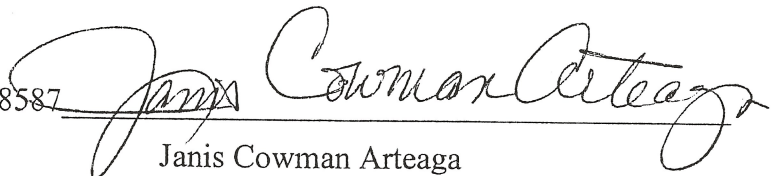
ADOPTION

- Sec. 1. These By-Laws shall become effective after adoption by this Post and when and if reviewed by the Commander-in-Chief of the Veterans of Foreign Wars of the United States.
- Sec. 2. Unless otherwise provided for in these By-Laws, these By-Laws may be amended by the Post by a two-thirds vote of the members present at a stated meeting provided each member had been notified at least twenty (20) days in advance and upon request provided a copy of the proposed amendments. All amendments shall be forwarded through channels and reviewed by the Department Commander and the Commander-in-Chief before becoming effective.
- Sec. 3. Wherever these By-Laws or subsequent amendments may be found to be in conflict with the present or any future national By-Laws, the latter shall prevail and be binding upon this Post as though written herein.

These By-Laws were adopted, subject to approval of the Commander-in-Chief and the Commander of the Department of Texas, Veterans of Foreign Wars of the United States on this 2nd day of December, 1992, at a regular meeting of this Post in the City of Georgetown and County of Williamson State of Texas.

This further certifies that at least a two-thirds majority of members assembled on 18 August 2009 approved the amendments to the By-Laws of M/Sgt Ben D. Snowden Post No. 8587, Veterans of Foreign Wars of the United States.

Signed 9/15/2009 by Commander, Post 8587


Janis Cowman Arteaga

Official Reviewed:

Signed _____ by Commander-in-Chief _____

Veterans of Foreign Wars

SEP 21 2009

Administrative Operations

REVIEWED OCT 15 2009
FOR THE COMMANDER-IN-CHIEF

JOHN J. McNEILL, JR.
ASSISTANT ADJUTANT GENERAL
BY KEVIN C. JONES, DIRECTOR
ADMINISTRATIVE OPERATIONS

REVIEWED
DEPARTMENT COMMANDER

