

The American Legion  
Department of California  
Laguna Woods Post 257, 29<sup>th</sup> District  
Address: The Adjutant, P.O. Box 2246  
Laguna Woods, CA 92653

Constitution and By-Laws

## Constitution

Laguna Woods Post 257

### Preamble

For God and Country, we associate ourselves together for the following purposes; To uphold and defend the Constitution of the United States of America; to maintain law and order; to foster and perpetuate a one-hundred percent Americanism; to preserve the memories and incidents of our associations in the Great Wars; to inculcate a sense of individual obligation to country, state and nation; to combat the autocracy of both the classes and the masses; to make right the master of might; to promote peace and good will on earth; to safeguard and transmit to posterity the principles of justice, freedom and democracy; to consecrate and sanctify our comradeship by our devotion to mutual helpfulness.

### ARTICLE I - NAME

Section 1. The name of this organization shall be: Laguna Woods Post 257, The American Legion, Department of California, located at Laguna Woods Village, Laguna Woods, California, P.O. Box 2246, Laguna Hills, CA 92653.

### ARTICLE II - OBJECTIVES

The objectives and purposes of this Post shall be to promote the principles and policies as set forth in the foregoing Preamble, and those National and Departmental Constitutions of the American Legion.

### ARTICLE III - NATURE

Section 1. This Post is a civilian organization and membership therein does not affect nor increase the liability for military or police service. Rank does not exist in this Post; no member shall be addressed by his/or her military or naval title in any meeting of this Post.

Section 2. This Post shall be absolutely non-political and shall not be used for the dissemination of partisan principles nor for the promotion of the candidacy of any person seeking public office or preferment.

Section 3. Each member shall perform his full duty as a citizen.

#### ARTICLE IV - MEMBERSHIP

Section 1. The eligibility for membership in this Post shall be those dates and conditions set forth in Article IV, Section 1 of the National Constitution of the American Legion.

Section 2. There shall be only one type of membership, and that is active membership. One can be a member of only one Post at a time.

Section 3. Candidates for membership in this Post shall make application upon a form prescribed by the Executive Committee of this Post; shall pay therewith the dues for the current calendar year and shall furnish evidence of eligibility.

Section 4. All applications for membership shall be referred to the Membership Committee, which shall, at each regular meeting of the Post, report upon all applications received during or after the previous regular meeting.

Section 5. No person who has been expelled by a Post shall be admitted to membership in this Post without the permission of the expelling Post, except that where such consent has been asked for and denied by such Post, he may then appeal to the Department Executive Committee for permission to be admitted to membership, but shall be ineligible for such membership until such permission is granted.

#### ARTICLE V - OFFICERS

Section 1a. The officers of this Post shall be the Commander, the First Vice Commander, the Second Vice Commander, the Third Vice Commander, the Immediate Past Commander, the Adjutant, the Finance Officer, the Historian, the Sergeant-at-Arms, the Chaplain and the Judge Advocate.

Section 1b. The elective officers of this Post shall be the Commander, the First Vice Commander, the Second Vice Commander and the Third Vice Commander. All elections shall be by written, secret ballot and a majority of all votes shall be necessary to elect the Commander and the Vice-Commanders.

Section 1c. The following officers shall be appointed by the Commander: Adjutant, Finance Officer, Historian, Sergeant-at-Arms, Chaplain, Judge Advocate and Service Officer.

Section 2. Nomination for officers and Executive Committee Members shall be held during the first regular meeting in APRIL of each year and announcement thereof shall be made by the Nominating Committee at the next regular meeting.

Section 3. The elective Post Officers and Members of the Executive Committee shall be elected for the term of one year at the first meeting in MAY and shall be installed prior to the first day of SEPTEMBER of that year. All elections shall be made by secret ballot.

Section 4. Every member of this Post in good standing shall be eligible to hold office in this Post as provided in Article III, Section 2 of this Constitution.

Section 6. All vacancies in the elective offices shall be filled by a secret ballot at a regular meeting following the vacancy, provided that notice of the election be given at the meeting preceding the election.

Section 7. The office of Finance Officer and any other offices and/or positions charged by the Post Constitution and By-Laws with the responsibility of handling Post funds shall be bonded under a blanket bond to be purchased from Department Headquarters and billed to the respective Post at cost.

Section 8. In the event that any Post Officer or Member of the Post Executive Committee shall be absent for three consecutive meetings of the Post or Executive Committee without being excused by the Post Commander or Executive Committee, such office may be declared vacant by a majority vote of those present at a regular Post meeting held after a written notice to all members that such vote will be taken. The vacancy so created shall be filled by election or appointment as the same was originally filled.

#### ARTICLE VI - FINANCE

Section 1. No appropriations over \$100.00 shall be made without first referring the same to the Finance Committee for report therefrom. Appropriations up to \$100.00 may be made at the discretion of the Commander. All bills shall be referred to Executive Committee for report. The Executive Committee shall prescribe the form in which the financial records shall be kept.

Section 2. No member of Post 257 shall solicit funds in any form without prior express permission of the Executive Committee.

#### ARTICLE VII - THE AMERICAN LEGION AUXILIARY

Section 1. This Post recognizes an auxiliary organization to be known as the Auxiliary Unit of Laguna Woods Post Number 257, The American Legion, Department of California.

Section 2. Membership in the Auxiliary shall be as prescribed by the National Constitution of the American Legion.

#### ARTICLE VIII - AMENDMENTS

Section 1. Proposed amendments to this Constitution must be submitted in writing at a regular meeting of the Post and read thereat. At the next regular meeting, or subsequently if postponed, the proposed amendment may be adopted by a two-thirds affirmative vote of those present and voting.

Section 1a. This Constitution and By-Laws shall be amended to conform to any changes in the National or Department Constitutions or By-Laws. Failure of the Post to adopt the required amendments shall not delay or modify the effects of such changes.