

United Veterans League Constitution By-Laws



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United Veterans League
Meeting 4th Monday of Each Month
Physical Address ~ 350 S Van Ave, Houma
Mailing Address ~ Post Office Box 958 Gray, Louisiana 70359
985 688-1720

United Veterans League Constitution

Article # 1 Name

The name of this organization shall be: The United Veterans League Inc. Unit # 1.

Article # 2 Purpose

The purpose of this unit is to provide trained personnel and necessary equipment to perform for deceased veterans a military funeral service upon request by family of the deceased veteran; to aid veterans in their time of need whenever; to assist widows, widowers, and the dependents of a deceased veteran should we be able.

Article # 3 Membership

Membership in the organization shall be as followed:

- Section 1 – Veteran member is an honorably discharged veteran or active duty personnel of the United States military service.
- Section 2 – An associate is a husband, wife, daughter, son granddaughter or grandson, mother, father, sister or brother of an honorably discharged veteran or active duty personnel of The United States. A husband, wife, daughter, son granddaughter or grandson, mother, father, sister or brother of an honorably discharged deceased veteran is also eligible.

Article # 4 Administration

- Section 1 – The administration affairs of this unit shall be vested in the executive board in emergencies only. All other action by executive board must be ratified by a simple majority vote of the unit membership attending the meeting.
- Section 2 – The executive board shall consist of the Unit Commander, Senior and Junior Commander, Judge Advocate, and four Trustees members.

Article # 5 Executive

- Section 1 - The executive power of this unit shall be vested in its executive board, which will be chaired by the unit commander.

Article # 6 Amendment

The constitution may be amended at any business by a two thirds majority vote of those present and provided the following guidelines are enforced:

- Section – 1 The amendment is read at three consecutive meetings.
- Section – 2 The membership is notified by U. S. mail that changes will be discussed in forthcoming meetings.

Article # 7 Associate

- Section – 1 An Associate shall have all voting right of a regular member.
- Section – 2 A trained associate may assist in the performance of a military funeral, as deemed necessary by the Officer in Charge (O.I.C.) of that funeral detail. A trained associate may assist in the performance of a military funeral, as deemed necessary by the Officer in Charge (O.I.C.) of that funeral detail.

United Veterans League

By-Laws

Article # 1 Organization

- Section 1 – The governing body of this unit shall be the unit in session as provided by the constitution
- Section 2 – Records and proceedings of the general meetings and meetings of the board shall be kept open for inspection in filing cabinet, to any member in good standing.

Article # 2 Charter

The United Veterans League, Chartered # ABA 34382392N filer June 10, 1991 as a Non-Profit Corporation, is in good standings and is authorized to do business in this state.

Article # 3 Executive Board

- Section 1 - The executive board shall be composed of the Unit Commander, Senior and Junior Vice Commander, Judge Advocate and four (4) Trustee members.
- Section 2 - A Meeting of the executive board can be called by the Commander, or by written request of a majority of the board members to the Commander.
- Section 3 - A majority of the members of the executive board shall constitute a quorum.
- Section 4 - Appointed officers, committee chairman, lay members and associate members may attend the executive board meetings, but without the right to vote.
- Section 5 - The executive board may act only in instances where a decision is needed immediately and cannot wait to be brought before the general membership. All other decisions shall be made by the general membership in session.

Article # 4 Officers

- Section 1 - The unit shall elect a Commander, Senior and Junior Vice Commander, Judge Advocate, Adjutant, and Financial Secretary. The commander shall appoint the Sergeant of Arms, Chaplain and committee chairman.
- Section 2 - The **Commander** shall be the presiding officer and in his or her absence the duty will fall to the next highest presiding officer in line or succession who is present.

- Section 3 - The **Senior Vice-Commander** shall be the membership chairman.
- Section 4 - The **Junior Vice-Commander** shall be service Officer and Party Chairman.
- Section 5 – The **Judge Advocate** shall supply professional advice in the conduct of the league or to procure proper counsel. He or she is the guardian of constitutional form of league government. The Judge Advocate and his or her legal committee are charged by the suffused league constitution with the duty of auditing league financial accounts. This should be done annually just before the election of officers or more frequently at their discretion.
- Section 6 – The **Adjutant** shall be responsible for keeping all minutes of the general meetings, executive board meeting, roster of the membership and other records necessary to the general membership. He or she will also be responsible for notifying the general membership of meeting and functions of the United Veterans League.
- Section 7 - The **Financial Secretary** shall keep an accurate record of all monies received and disbursements, and shall deposit all monies received as soon as possible. He or she make a finance report at each meeting and records shall be open upon request by any member in good standing. This request must be in writing to the commander or members of the executive board.
- Section 8 – The **Trustees** is an elected auditor – a person tasked to routinely examine account and accounting record.
 1. Serve a three year term
 2. Cannot serve on any committee that handles unit funds
 3. Exist to hold all parties handling funds accountable
 4. Report all audit finding to the unit membership

Article # 5 Qualifications for Office

- Section 1 – The executive Board, Unit Commander, Senior and Junior Vice Commander, Jude Advocate and four (4) Trustees, must be a honorably discharged veteran who has duly accepted and is capable of performing the offices duties, shall be eligible to be nominated and elected office.
- Section 2 – Any regular or associate member will be eligible to hold any other elected or appointed office.
- Section 3 – A member can only hold one elected office at a time.
- Section 4 – The Commander can only serve 2 consecutive terms.
- Section 5 – Officers must be members in good standing.

Article # 6 Election and Tenure in Office

- Section 1 – Nomination of officers shall be held in April of each year at the monthly business meetings.

- Section 2 – Nomination and election shall be held at regular general membership meeting in May of each year.
- Section 3 – Elected and appointed officers shall be installed at the regular meeting held in June. They shall serve for one (1) year or until newly elected or appointed officer have been installed.
- Section 4 – A notice shall be sent out any elected or appointed officer or committee board who has failed to attend three (3) consecutive meetings of the general membership, the committee he or she serves on, or who in the opinion of the general membership dose not appear to be fulfilling the duties of he or her office, stating that at the next regular meeting (giving the time and place) the matter of his or her recall from office will be considered at the meeting set forth by such notice. The membership by simple majority vote may declare such office vacant and such office recalled. This office shall be filled by nomination and election by a simple majority vote at the same meeting.
- Section 5 – In the event that the elected officer is vacated for any reason, the membership will be notified and nomination and election for that office will be held at the next regular membership meeting.
- Section 6 – In the event that the officer of Commander becomes vacated for any reason the Senior Vice Commander shall be active Commander until a new commander is elected causes a vacancy, that vacancy will be filled at the same meeting.

Article # 7 Membership

- Section 1 – Applications for membership shall be investigated by the Senior Vice Commander. A Report shall be made to the general membership at the next meeting and will be vote on by the general membership. All former members must be voted back in.
- Section 2 – Only members and associate in good standing are eligible to vote on any motion or election.

Article # 8 Finances

- Section 1 – The Financial Secretary will deposit all monies in the name of the unit as soon as possible.
- Section 2 – The Commander or Senior Vice Commander will sign as second on all league bank accounts.
- Section 3 – The Financial Secretary will be charged with handling finances in the operation of the unit and will provide financial statements monthly.
- Section 4 – Annual dues of \$10.00 will be due by April 1. Annual dues are not refundable. There will be a 90 day grace period for new members.
- Section 5 – A life members is a member who joined prior to September 1, 1991.

- Section 6 – A full-term out commander will receive a life membership.

Article # 9 Meetings

- Section 1 – The regular meetings of this unit be held on Fourth Monday of each month at seven P.M.
- Section 2 – Rules of the unit meeting shall be as follows:
 - A. A quorum shall consist of ten (10) members in good standing
 - B. Robert's rules of order, revised, will govern as here after specifically stated.
 - C. Discussion of personal grievances will not be allowed at any time.
 - D. Political, religious, racism or profanity will not be allowed at any time.
 - E. Matters concerning one individual only with respect to his or her own personal interest shall not be in order, but may be taken before the executive board.
 - F. No drinking of alcoholic will be allowed at any of United Veterans League functions.
 - G. Voting shall be by voice unless otherwise requested by at least one third (1/3) vote of the attending membership.

Article # 10 Committees

- Section 1 – All committees will meet at the call of the Chairman, Commander of the Executive Board.
- Section 2 – Committees Shall not consist of not less than three (3) or no more than seven (7) members (except as otherwise herein provided), including the chairman, and shall be appointed by the committee with the approval of the Executive Board.
- Section 3 – The Commander shall be a member ex-officio of all committees.

Article # 1 Miscellaneous

- Section 1 – All amendments to the by laws shall be subject to approval by a 2/3 vote of the membership present and effective only after all members have been notified by U.S. mail then at the next monthly meeting.
- Section 2 – A Copy of the constitution and by laws shall be in the possession of the Commander of the unit and shall be passed to the newly elected Commander each year until this organization fails to be anymore.
- Section 3 – The commander shall have available for reference a copy of the constitution and by laws available to any member, associate, or auxiliary.

- Section 4 – To the extent to which the provisions of this constitution and by law are, or may at any time become inconsistent with the organization and its growth they may be changed. Upon approval of two thirds (2/3) vote of the membership in good standing, provided that notice of changes be mailed in to each member in good standing ninety (90) days before they are brought up on the floor for a vote.