



DEERING MEMORIAL VETERANS OF FOREIGN WARS, POST 6859

**687 Forest Ave
Portland, ME 04103**

All Post Members,

To sustain a status as a nonprofit corporation and prevent the piercing of its corporate veil in the event of a legal action against the corporation, organizations are required to periodically assess, update and ensure compliance with its bylaws. The current post bylaws have technical errors, have sections that are impossible to accomplish, and do not lend themselves to efficient operations. The last amended by-laws occurred in 2018 and there are significant changes that will need to be made to align with best practices, therefore the three-person by-law committee drafted a set of proposed by-laws.

It takes a two-thirds vote at a regular or special meeting provided that all members have been notified at least 20 days in advance of the "proposed bylaws". The Bylaw Committee is inviting all interested members to make **written** comments to the proposed bylaws by April 15, 2025, with a goal of bringing a vote to the membership at the regular meeting to occur on August 12, 2025. The following bylaws related documents will be left at the post at the commander's lectern for all post members to peruse:

- Summary of Important VFW National References Regarding Bylaws
- Officer Responsibilities Administrative Policy and Procedures References (Applicable to Bylaws only)
- Current Bylaws
- VFW National Recommended Bylaws Template
- Proposed Bylaws Deering Memorial Post No. 6859

Please provide written comments to Commander6859@gmail.com. Please comment only on the bylaws themselves and "do not" make comments relative to post rules and regulations as this will be a separate exercise.

Thank you,

David Bianculli, Commander
Deering Memorial VFW Post 6859
Portland, ME 04103
Commander6859@gmail.com
VFWPortland.org

SUMMARY OF IMPORTANT VFW NATIONAL REFERENCES **REGARDING BYLAWS**

OFFICER RESPONSIBILITIES - ADMINISTRATIVE POLICY AND PROCEDURE VFW Page 4

Post Bylaws Every Post operating any type of activity -- particularly a Club or Post Home -- should adopt Post Bylaws. Section 202 of the National Manual of Procedure requires that such Bylaws be submitted to the Department Commander and Commander-in-Chief for review and approval. The Post Bylaws can cover the gaps left in the National Bylaws and Department Bylaws and Rules. Where the former are the building code, the Post Bylaws are the house plan. They show just what you are trying to accomplish. The National or the Department Organizations can furnish you with a Post Bylaw template. However, they are the responsibility of the Post and may be set up in the way best suited to the type of operation contemplated by the Post. They cannot permit anything prohibited by National or Department rules, nor can they take away any of the responsibilities or authority of Post Officers. They can set up general procedures and policies within the Post. Post Bylaws may provide for the establishment of certain standing committees within the Post, state how they are to be selected and the limits of their powers and duties; they may give authority for the sponsorship of recurring activities; limit the expenditures of funds; establish the procedure for carrying out certain objectives; and provide for their own amendment. Generally speaking, they set up the policies of the Post and provide for carrying them out. They protect the member against ill-conceived or hasty actions since they generally provide for prior notice and a 2/3 vote for amendment, and they promote a clearer understanding of operating procedures. **Matters of policy are covered in the Bylaws; details of management of a Post Home or Club are left to the Post Club or Home regulations.** A standard Bylaws template is available through the Adjutant General's Office or can be printed or downloaded from the training and support section of the National Headquarters website.

NATIONAL BYLAWS AND MOP REFERENCES

Page 13 Bylaws - Sec. 202 - Bylaws.

Posts shall, by a two-thirds (2/3) vote of the members present and voting at a regular or special meeting adopt Bylaws provided each member has been notified at least twenty (20) days in advance and, upon request has been provided a copy of the proposed Bylaws. Bylaws approved by a Post shall be forwarded as provided in the Manual of Procedure prior to becoming effective.

Amendments. Unless otherwise provided in the Post Bylaws, the Post Bylaws may be amended by a two-thirds (2/3) vote of the members present and voting at a regular or special meeting provided each member has been notified at least twenty (20) days in advance and, upon request has been provided a copy of the proposed amendments.

Page 68 MOP- Sec. 202 - Bylaws.

Copies of Bylaws, including amendments, adopted by a Post shall, within thirty (30) days, be forwarded to the Department Commander for review and forwarding to the Commander-in-Chief. Bylaws or amendments adopted by a Post shall become effective upon review by the Commander-in-Chief, provided such Bylaws do not conflict with the Bylaws, Manual of Procedure, Ritual or laws and usages of the Veterans of Foreign Wars of the United States

Page 28 Bylaws-Sec. 602 - Bylaws.

These Bylaws and the Manual of Procedure may only be amended as prescribed in Section 1401.

Sec. 1401 - Amendments.

Manual of Procedure and Ritual: The Manual of Procedure and Ritual may be amended by the Council of Administration by a majority vote of the members present and voting at a regular meeting as prescribed in Section 622 of the Bylaws.

The Manual of Procedure and Ritual may be amended by the National Convention by a majority vote of the delegates present and voting provided that such amendments have been forwarded, through channels; have been properly approved; and, have been proposed by a Post, a District, a Department, or recommended by a National officer. All proposed amendments will be available to Posts by the Adjutant General at least fifteen (15) days before the assembling of the National Convention for those amendments being proposed for consideration at the convention.

The Adjutant General shall be authorized to correct article and section designations, punctuation and cross references and to make such other technical and conforming changes as may be necessary to reflect the intent of the National Convention in connection with the Manual of Procedure and Ritual.

OFFICER RESPONSIBILITIES - ADMINISTRATIVE POLICY AND PROCEDURE



VETERANS OF FOREIGN WARS.

Naturally, a basic set of rules cannot contain much detail nor can it specifically provide for every possible contingency in every Post -- from the little 25 member Post which holds a meeting once a month and lives off its dues -- to the thousand member Post which owns its own home and conducts dozens of activities in as many different fields.

For that reason, **specialized** rules must be formulated and adopted to cover specific activities. The more complicated the activity, the more specific the rules must be.

These rules seek to prevent Posts from falling into the common pitfalls of poor planning, deficit financing, loss of control, and illegal operations.

Since the Bylaws are designed to cover a wide range of operations, they cannot ~~and~~ do not attempt to specifically detail every move of the Post. They are something like a building code. They establish certain minimum requirements but they permit you to build a lot of different kinds of houses.

As a Post grows in size and activity, there are certain steps it either should take or must take to protect itself and its officers and avoid future arguments and misunderstandings which can create problems and dissension.

Incorporation

The first steps that any Post must take before it branches into any type of community project, social activity or financial undertaking is incorporation. Most Posts are already incorporated -- the rest should be.

There are two general sets of rules which cover incorporation of a VFW Post: the laws of the individual state, and the National Bylaws of the Veterans of Foreign Wars (Section 708). To be recognized, your corporation must comply with both and must be submitted to the Commander-in-Chief for review.

In just about every Department, incorporation of a Post is a comparatively simple matter since forms which meet the requirements of state law and the National VFW are available upon request from Department Headquarters. If they are not available, this Headquarters would strongly urge that such forms be prepared, approved by the appropriate state official and the National VFW and reproduced for use by the Posts.

Incorporation is necessary for several purposes. To begin with, in many States, the Post must be incorporated before it can hold property in its own name and before any type of liquor license may be issued to it.

Secondly -- and perhaps just as important to the officers of the Post -- the act of incorporation takes individual responsibility away from the Post Officers and places it upon the Post itself. The individual officers of an incorporated Post cannot be sued for financial obligations of the Post.

It is the general policy of this Headquarters that approval will not be given to separate Holding Corporations or Club Corporations. Some of these have been approved in the past and conceivably will be permitted to exist under that approval, but there will be no more in the future. (Unless changes in laws or regulations make a change in policy necessary.)

There is no particular advantage in the pyramiding of corporations. The Post incorporation is sufficient to protect all its operations -- **if those operations are kept under control of the Post**. The general purpose of a separate Club Corporation or Holding Corporation is to take control **away** from the members of the Post. Usually it has not been done for any dishonest purpose but in the belief that more efficient operation will result from tighter control by a smaller group of people. It is the contention of the Veterans of Foreign Wars that sufficient control may be exercised -- without sacrifice of democratic processes -- by the adoption of Post Bylaws and rules.

An exception to the "no separate corporation" rule may be made in the case of sponsorship of large-scale "one- shot" activities such as an air show, a community celebration, a Department Convention, etc. It is sometimes better in these cases to incorporate the individual activity for ease in obtaining insurance, settling financial obligations, etc. These corporations have a limited existence and are dissolved after their purpose is served.

A standard Articles of Incorporation template is available through the Adjutant General's Office or can be printed or downloaded from the training and support section of the National Headquarters website.

Post Bylaws

Every Post operating any type of activity -- particularly a Club or Post Home -- should adopt Post Bylaws. Section 202 of the National Manual of Procedure requires that such Bylaws be submitted to the Department Commander and Commander-in-Chief for review and approval.

The **Post Bylaws** can cover the gaps left in the National Bylaws and Department Bylaws and Rules. Where the former are the **building code**, the Post Bylaws are the **house plan**. They show just what you are trying to accomplish.

The National or the Department Organizations can furnish you with a Post Bylaw template. However, they are the responsibility of the Post and may be set up in the way best suited to the type of operation contemplated by the Post. They **cannot** permit anything prohibited by National or Department rules, nor can they take away any of the responsibilities or authority of Post Officers. They **can** set up general procedures and policies within the Post.

Post Bylaws may provide for the establishment of certain standing committees within the Post, state how they are to be selected and the limits of their powers and duties; they may give authority for the sponsorship of recurring activities; limit the expenditures of funds; establish the procedure for carrying out certain objectives; and provide for their own amendment.

Generally speaking, they set up the **policies** of the Post and provide for carrying them out. They protect the member against ill-conceived or hasty actions since they generally provide for prior notice and a 2/3 vote for amendment, and they promote a clearer understanding of operating procedures.

Matters of **policy** are covered in the Bylaws; **details of management** of a Post Home or Club are left to the Post Club or Home regulations.

A standard Bylaws template is available through the Adjutant General's Office or can be printed or downloaded from the training and support section of the National Headquarters website.

Officer Responsibility & Limits of Authority

If every Post Officer were familiar with their duties and responsibilities and their limitations -- and carried out their duties to the best of their ability -- there would be very few squabbles within a Post and none which would require outside intervention. The National Manual of Procedure specifically lists certain duties for each officer and, in the normal course of events, this would be sufficient. However, the complex nature of the operation of many Posts makes it necessary that we look beyond a mere listing of duties and fully understand the reasons for the division of authority. In this way we can apply them to the unusual situations which are bound to crop up from time to time.

The **Post meeting** is the center of all Post activities. Every member has a right to attend all meetings and has a voice in their proceedings. It is at the Post meeting that the Post adopts its Bylaws, its Club Regulations, decides its policies, and distributes responsibilities. Within practical limitations, the Post meeting is supreme to the Post Officers, committees and employees. The membership present may overrule decisions of the Post Commander or House Committee; they may approve expenditures, set policies, and delegate authority. The Post meeting cannot take any action contrary to the National or Department Bylaws or rules or in conflict with its own Bylaws.

It is important to understand that there **are** limitations on the authority of the Post. A member has the right to appeal any Post action to the Department Commander (Section 109 of the Manual of Procedure), who will determine whether that action was proper. In extreme cases, a member can go to the courts if he/she feels that their rights have been abused by an action of the Post. The Post cannot take **unreasonable** actions at a meeting. For instance, it could not refuse payment of a legitimate bill for an item authorized for purchase at a previous meeting. It cannot direct an officer or member to do anything contrary to VFW regulations or public law. It **cannot** take away any of the authority given to individual officers through the National Bylaws.

Ideally, the Post meeting makes the rules and sets the policy for the Post; other levels of authority carry them out.

The **Post Commander** is the key officer of the Post. They, alone, represent the **judicial** branch of the organization and also have some of the responsibilities of the **executive** branch. They preside at all meetings, enforce the rules, appoint committees not otherwise provided for, and make certain that the other officers and committeemen perform their duties.

Their authority extends to the Post Home or Club to the extent of enforcing the rules of the Post and the National and Department VFW and public laws. They represent the authority of the Post between meetings, and their voice is that of the Post membership. They see that the Post Trustees conduct their audits, that the Post Quartermaster is bonded, and that the House Committee properly supervises the activities of the Post Home.

Their authority also is limited according to the rules of the organization and the bounds of common sense. They are in no sense a dictator. They cannot order nor permit the breaking of laws nor can they supersede the recognized authority of other officers or committees. They cannot, for instance, order the Club Manager to keep the clubrooms open after hours, nor can they direct the Post Quartermaster to pay an unauthorized bill.

The Commander should be familiar with all activities of the Post. They should sit in with the Trustees at their audits or, at least, have a sufficient knowledge of their procedure to know whether they are doing their job. They should attend the meetings of the House Committee, calling to their attention any discrepancies he/she may have observed or complaints they may have received. They must know that when they sign a check, it is in payment of a legitimate expenditure.

The Commander is the arbitrator of arguments and the judge in disputes. As a general rule, their decisions are considered correct until over-ruled by the Post meeting, the District, Department Commander or Commander-in-Chief.

The **Post Quartermaster** has certain definite responsibilities and duties. They are the responsible officer for all Post funds and property and his/her signature validates all checks. They keep the fiscal records for the Post and have the duty of overseeing all financial transactions. They must be bonded to the Post for all funds under their control.

In the case of a large-scale Club operation, it often becomes impractical or impossible for the Post Quartermaster to physically handle all the funds or to personally keep the detailed records of operation. It is not uncommon in these cases to require that the Club Manager or a hired bookkeeper keep a separate set of club books, subject to the control of the Quartermaster and reported to the Quartermaster at regular intervals.

The Quartermaster is the **responsible** Post Officer in financial matters -- not necessarily the Post bookkeeper. In a large corporation the treasurer does not physically handle the bookkeeping obligations but he/she is responsible that they are done properly, efficiently and accurately. This may also be true of the Post Quartermaster, depending upon the Post Bylaws and Club regulations. In any case, they must be familiar with all books of record and are responsible for all required Federal and State reports and payments.

Remember that the Post cannot take away any of the authority of the Post Quartermaster although they may be relieved of some of the **work**.

The Quartermaster only pays bills which are authorized by Post action or under Post rules. They cannot refuse to pay a legitimate and properly authorized bill except for a lack of funds. Neither can they be forced to pay one which is not properly authorized.

Quite often a controversy arises between the Quartermaster and Club Manager as to responsibility for Club funds. Sometimes a fine point arises which must be arbitrated. As a rule of thumb, the Quartermaster keeps their nose out of the cash register except for checking purposes, and the Manager hides no transactions from the Quartermaster. The Quartermaster does have the right, and the duty, to determine that all reports are correct and that all funds are handled properly. They do not have the right to assume managerial responsibilities.

The **Post Trustees** duties are probably the most misunderstood of any of the Post Officers. They are primarily the **watchdogs** of the Post funds. They make certain that no one has their fingers in the till. They audit the Post funds regularly -- at least once each quarter.

While the National Bylaws are silent on this point, it would seem logical that the Trustees also have authority and responsibility concerning the proper handling of funds. It is only reasonable that their authority should not be limited to catching a dishonest person. Equally important should be the prevention of dishonesty. Where funds are guarded carelessly or records are kept inefficiently, the Trustees should call attention to this and make every effort to correct it.

The Trustees duties extend to **every** operation of the Post. Their audits must cover all activities, including the clubrooms, the bar, bingo, or any other source of income or financial transactions. Again, it is not always entirely necessary that the Trustees do their own investigating and conduct their own audits. In most cases, the Trustees are not qualified accountants, particularly where large amounts of cash are involved and the operations are especially complex. Many Posts employ a private firm of accountants for the purpose of an audit. This is to be encouraged rather than discouraged. In these cases, the auditors report to the Trustees and the Trustees make certain that the audit is conducted correctly.

A quarterly audit of all funds and accounts is an absolute necessity. If the Trustees do not function in a proper manner, the Commander may deem it an emergency situation and appoint an auditing committee on his/her own initiative.

Regardless of the size of the Post, a quarterly audit is mandatory. Failure to conduct one may result in the cancellation of the Post Quartermaster bond and will take away all voting privileges at District and Department Conventions.

The Trustees do not have any authority over the management of the Post Home, nor is property held in their name in an incorporated Post. They cannot serve on any committee having to do with the handling of Post funds, and cannot therefore serve as members of the House Committee, Bingo Committee, etc. There is nothing to keep a Trustee from serving as a volunteer worker or in an appointive capacity where Post funds are not handled.

The **House Committee** functions only in a Post which operates a Post Home or Club. This committee may be selected in anyway the Post determines but it is generally considered advisable that it be elected by the Post membership, with the members serving staggered terms, on the order of Post Trustees. This lessens the possibility of one certain group gaining and retaining control of the Club.

The duties of the House Committee should be laid out in the Post Bylaws and/or Club regulations so there is no misunderstanding of their powers and responsibilities. The purpose of the committee is to act on behalf of the Post in making certain that the club is run in an efficient, reputable and legal manner and that the rules of the Veterans of Foreign Wars are adhered to.

It is the general procedure for the House Committee to hire all employees, set their salaries, and issue necessary instructions and orders to the Club Manager. The committee usually meets at least once a month for the purpose of discussing facility problems, taking inventory, studying financial reports, and in general, acting as an advisory, supervisory and disciplinary board. No member of the House Committee should ever be permitted to act as Club Manager or as a paid employee of the Club due to the obvious conflict of interest.

The House Committee is generally given authority to suspend the Club privileges of any member and to establish and enforce, through the Club Manager, rules of decorum and behavior. They usually, also, have the authority to suspend or discharge the Club Manager or any employee for good and sufficient cause. In any disciplinary action, discharge or suspension, there should be provision for an appeal to the Post meeting.

The committee cannot make or enforce any rules contrary to the rules of the Department, public law, or the lawful instructions of the Post. If it is elected from the Post floor, the committee is directly responsible to the Post floor and makes its reports to the Post at meetings. Refusal to comply with the rules and instructions of the Post is grounds for removal of any or all members of the House Committee.

The **Club Manager** is directly responsible to the House Committee for the management of the Post Clubrooms. They have the direct responsibility for supervising employees, enforcing rules, and accounting for receipts and expenditures. They must have enough authority to permit him/her to do so with a reasonable degree of freedom from interference. They must keep the accounts in such a manner as to justify all expenditures and verify all receipts. The Club Manager must make reports to the Post Quartermaster and to the House Committee. They enforce the rules but they do not make them.



VETERANS OF FOREIGN WARS OF THE UNITED STATES

www.vfw.org | info@vfw.org

January 30, 2018

Amy Meuchel, Commander
Deering Memorial Post No. 6859, VFW
687 Forest Ave.
Portland, ME 04103-4101

Re: Proposed Amended By-Laws

Dear Comrade Meuchel:

Receipt is acknowledged of the proposed revised By-Laws for Post No. 6859, submitted through channels for the review of the Commander-in-Chief in accordance with Section 202 of the Manual of Procedure.

These documents have been designated amended By-Laws to reflect their replacement of previously reviewed By-Laws.

A review of the proposed amended By-Laws discloses that they were in substantial compliance with the Congressional Charter, By-Laws, Manual of Procedure, Ritual, and laws and usages of the Veterans of Foreign Wars of the United States; however have been modified for compliance. To preclude any misunderstanding of the additions and/or deletions, an informal document has been attached.

A copy of the reviewed amended By-Laws, with the corrections noted thereon, has been retained for our files, another forwarded to your Department Headquarters, and two sets herewith returned.

Sincerely,

David E. Prohaska, Director
Administrative Operations

DEP: cl
Enc: Revised By-Laws (2)
cc: Department Adjutant (1)

NO ONE DOES MORE FOR VETERANS.

NATIONAL BY-LAWS/MANUAL OF PROCEDURE CONFLICT

POST 6859 MAINE

Article II

Add "Resolutions adopted by the National Convention are held to be lawful orders"

Reason: To preclude any misunderstanding on the appropriate governing bodies.

Article VII Section 711, Article VIII Section 802

Add "not to exceed an amount previously established by the Post"

Reason: The authorization for the expenditure of funds must be specific and limiting as previously established by the Post.



DEERING MEMORIAL POST NO. 6859
687 Forest Avenue
Portland, Maine 04103

Post By-Laws

ARTICLE I - NAME AND LOCATION

Section 101: By virtue of the charter granted, this Post shall be known as Deering Memorial Post No. 6859, Veterans of Foreign Wars of the United States.

Section 102: The location of this Post shall be in the City of Portland, County of Cumberland, State of Maine.

ARTICLE II

Section 201: 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 Maine, orders and resolutions issued by authority of the National Convention, National Council of Administration, the Commander-in-Chief, the Department Convention, Department Council of Administration and the Commander of the Department of Maine. *Resolutions adopted by the National Convention are held to be lawful orders.*

ARTICLE III - MEETINGS

Section 301: The regular stated meetings of this Post shall be at the Post Home, 687 Forest Avenue Portland, Maine.

Section 302: The regular meetings of the Post shall be held on the second Tuesday of each month, to be called to order at 7:00 P.M.

Section 303: Special meetings may be called in accordance with the provisions of the V.F.W. National By-Laws.

Section 304: Seven (7) members in good standing shall constitute a quorum for the transaction of business.

NO ONE DOES MORE FOR VETERANS.

Section 305: A 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 if the members present at a regular or special meeting called for such purpose.

ARTICLE IV - MEMBERSHIP

Section 401: Membership in this Post shall be in accordance with the National By-Laws.

Section 402: The admission fee and annual dues of this Post shall be set by the members at any regular meeting payable in accordance with the National By-Laws.

ARTICLE V - OFFICERS AND DUTIES

Section 501: The officers of this Post, eligibility to, nomination and election of, appointed to, installation, and term of office shall be in accordance with the National By-Laws.

Section 502: The duties of all officers shall be as described by National, Department and District By-Laws, lawful orders as the Post may direct, and the By-Laws may hereafter provide.

Section 503: The Post Trustees shall audit the books and accounts of the Post Quartermaster, Assistant Post Quartermaster, and the Post Adjutant on or before the 15th day of each month for the business conducted for the previous month.

Section 504: The Post Quartermaster and Post Adjutant shall be paid for their duties in an amount to be determined and approved by a majority vote of the Post members voting at a regular meeting.

ARTICLE VI - COMMITTEES AND DUTIES

Section 601: All chairmen, unless otherwise provided, if at all possible, shall be appointed by the Commander-elect prior to his/her installation into office. The Post Quartermaster by virtue of his/her office shall be treasurer of all committees handling funds.

Section 602: The Post Commander shall be "ex-officio" member of all committees.

Section 603: The Standing Committees of this Post shall be as follows:

(a) MEMBERSHIP: The Membership Chairman shall be responsible for the annual membership program. Such additional members of the committee shall be named as requested by the chairman

(b) POPPY: The Poppy Chairman shall be responsible for the annual Buddy Poppy distribution. He shall obtain the necessary permits and coordinate all activities for a successful distribution.

(c) YOUTH ACTIVITIES: The Youth Activities Chairman shall be in charge of any and all youth activities programs that the Post votes to sponsor.

(d) The INVESTIGATING COMMITTEE shall consist of the Senior Vice Commander as Chairman, the Junior Vice Commander, and the Quartermaster.

(e) MEMORIAL: The Memorial Chairman shall be in charge of Memorial Day activities, Veterans Day, Pearl Harbor Day, Remember the Maine ceremonies, and the Past Commander's night.

(f) The VOICE OF DEMOCRACY AND PATRIOTS PEN Chairman shall promote this program in all areas possible. This chairman shall be responsible for the presentation of awards to all winners.

(g) COMMUNITY SERVICE: The Community Service Chairman shall promote activities within the community for the benefit of non-members and the general public. He shall have the cooperation of the Historian, the Chaplain, and the Youth Activities Chairman. The Post Historian shall keep the Community Service record book. The Public Relations officer shall cooperate with the chairman by giving the Historian a copy of all material that is published or is broadcast on the local radio and television stations.

(h) The HOUSE COMMITTEE shall be governed by the provisions of Article VI of these By-Laws.

(i) POST ACTIVITIES: The Post Commander shall appoint the Chairman and two or more members to this committee based upon the recommendations of the chairman. This committee shall be in charge of all functions for the benefit of the Post members. These shall include, but are not limited to the following: dances, fun nights, field days, baseball game trips, and other like events. The amount of funds available must be voted on at a regular meeting of the Post.

(J) BINGO: The BINGO Chairman, if other than the Quartermaster, shall be a Post member in good standing for at least two years and shall be appointed an Assistant Quartermaster upon the recommendation of the Quartermaster. The Chairman shall have the authority to operate the BINGO games in the best interests of the Post. All receipts will be deposited in a separate checking account established for BINGO as required by Maine State law.

ARTICLE VII - HOUSE COMMITTEE

Section 701: The House Committee, hereafter referred to as committee, "with full power" shall be responsible for the overall operation of the Post Canteen (lounge), building and ground maintenance (including rental property), hall rentals, and disciplinary action pertaining to lounge

employees and to members and guests in the canteen and Post Home. "Rules of Conduct" for all members and guests will be posted in a conspicuous location in the canteen. Notwithstanding any of the provisions herein all actions, (not executed) of the House Committee and Lounge Manager including the adoption of Rules of Conduct in the operation and management of the Canteen taken hereunder shall be subject to ratification by the Post.

Section 702: The House Committee shall be comprised of the following seven (7) members: Post Commander as Chairman, the Senior Vice Commander, the Junior Vice Commander, the Quartermaster, the Adjutant, and two (2) members appointed by the Commander. Four (4) members of the House Committee will constitute a quorum. The Lounge Manager shall act as an advisory (non-voting) member of the committee. The Adjutant shall serve as Secretary to record minutes and to read them at the next Post meeting, and to schedule meetings of the Committee

Section 703: No lounge employee may serve on the House Committee. Unless He/She is a duly elected Officer. He/She will have no vote on any matters pertaining to the operation of the Lounge.

Section 704: The Lounge Manager shall be under the supervision of the House Committee whose spokesman will be its chairman (Post Commander). The committee will have the authority to hire and discharge the Lounge Manager subject to the approval at a regular Post meeting.

Section 705: The duties of the Lounge Manager shall be, but not limited to, the following:

- (a) Operation of the canteen in accordance with directives of the House Committee.
- (b) Provide the Post Quartermaster with a daily report of receipts and expenditures for the Lounge and Games of Chance operations.
- (c) Supervise all canteen and custodial employees.
- (d) Purchase supplies applicable to canteen operations.
- (e) Ensure that all employees are informed of, and that they enforce all Post regulations; local, state, and federal rules and regulations applicable to lounge and games of chance operations. And has the authority to discharge any or all Canteen employees.
- (f) Maintain a permanent record of those persons who are, or have been, restricted in the use of canteen and Post Home privileges.
- (g) Make recommendations to the House Committee for the hiring of any employees, disciplinary action for members or guests,
- (h) Maintain a log of scheduled use for post rooms, and act as coordinator for use of Post Home facilities.

Section 706: The committee shall have the authority to hire or discharge any or all Canteen employees. They shall also set wages for all canteen employees.

Section 707: The committee shall have the authority to adjust the price of all canteen goods based upon prevailing conditions.

Section 708: Hours of opening and closing of the canteen shall fall under the jurisdiction of the committee which shall review any recommendations of the canteen employees, and shall be subject to the Maine State Liquor laws.

Section 709: Neither the committee, nor any Post officer shall touch or open the steward's cash drawer unless the steward is present, or unless the steward has given written permission or the steward is incapacitated.

Section 710: All expenditures of the canteen over twenty-five (\$25.00) shall be made by check. This rule is not applicable to State approved games of chance.

Section 711: The committee may authorize such expenditures for janitorial supplies and equipment for the cleanliness and upkeep of the Post not to exceed \$100.00. The committee is also authorized to make emergency repairs to the building or equipment any time between Post meetings, *not to exceed an amount previously established by the Post*. Any other supplies or equipment that exceeds the above stated amount must be presented to the members at a Post meeting for approval.

Section 712: The Post Quartermaster shall keep a record of all receipts and expenditures and shall at the first meeting of each month report all monies received and all expenditures made for the previous month.

Section 713: The House Committee shall meet at least once a month. Any special meetings may be called by the Commander (Chairman).

ARTICLE VIII - EXPENDITURE OF FUNDS

Section 801: Expenditure of funds other than specified shall be made only on vote of the Post. All expenditures for the Post shall be by check, numbered in sequence and in addition to the signature of the Quartermaster, shall be countersigned by the Commander.

Section 802: The Post Quartermaster is authorized to pay all ordinary and necessary expenses for the normal operation of the Post, *not to exceed an amount previously established by the Post*.

Section 803: The Post Chaplain, Service Officer, and/or the Commander shall be authorized to draw from the Quartermaster a sum not to exceed twenty five dollars (\$25.00) in each case to provide for emergency relief, assistance to hospitalized members, Any amount above twenty five dollars (\$25.00) and not to exceed one hundred dollars (\$100.00) must be authorized by the Commander. The Post Chaplain shall be authorized up to but not to exceed fifty dollars (\$50.00) for floral tributes for deceased members and their immediate families.

Section 804: No other payment or expenditures, other than provided in Article VI shall be made except on specific authorization of the Post.

ARTICLE IX - FUND RAISING PROMOTIONS

Section 901: This Post shall solicit funds or donations only by prior vote of the members agreeing to the proposition. It 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.

Section 902: This Post shall not enter into any agreement with a promoter for the purpose of raising funds unless said promoter shall first furnish a good and sufficient surety bond in a principal sum sufficient to give the Post ample protection in particular circumstances. The bond shall be subject to the approval of the Post Advocate, bear the endorsement of the Post Commander and be kept in the possession of the Post Quartermaster. The bond will be conditioned on the payment to the Quartermaster of all monies 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, the surety will be determined to be discharged; otherwise the bond will remain in full force and effect. If the bond cannot be furnished, then all collections shall be made by members of the Post sponsoring the campaign and said funds shall be paid to a bonded officer of the Post who shall hold all funds in his custody pending proper pro-rated distribution.

Section 903: Fund-raising organizations or individuals conducting solicitations, activities or projects for a profit shall not be engaged or used by the Post for such purposes unless such engagement is made by written agreement between the Post and the organization or individuals providing those 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 X - SOLICITATIONS

Section 1001: Unless previously authorized by a majority vote of the Post, no solicitations, raffles, or social meeting nights shall be permitted in Post quarters.

ARTICLE XI - MISCELLANEOUS

Section 1101: Every member of this Post shall keep the Adjutant and Quartermaster advised of his/her current address by promptly reporting any change of same.

Section 1102: One copy of the Post By-Laws shall be available to each member of this Post at the Post Home.

Section 1003: Section 1003: In all Post procedure not provided for in the Congressional Charter and By-Laws or these By-Laws, Robert's Rules of Order Newly Revised, 11th Edition shall be the authority. It shall be the duty of the Post Advocate when called upon, to interpret and advise the Commander of the proper rule or rules. One copy of Robert's Rules of Order shall be kept in the Adjutants file at all times.

ARTICLE XII - AMENDMENTS

Section 1201: These By-Laws shall become effective after adoption by this Post and after review by the Commander of the Department and Commander-in-Chief of the Veterans of Foreign Wars.

Section 1202: Unless otherwise provided for in these By-Laws, these By-Laws may be amended by the Post by a two-thirds (2/3) vote of the members present at a stated meeting provided each member 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.

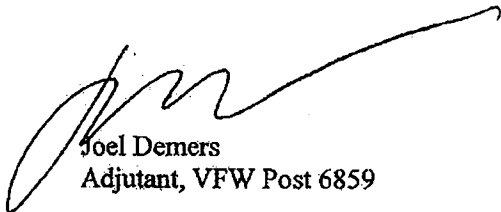
Section 1203: Whenever these By-Laws or subsequent amendments may be found to be in conflict with the present or any future National By-Laws and By-Laws of the Department, the latter shall prevail and be binding upon this Post though written herein.

-END-

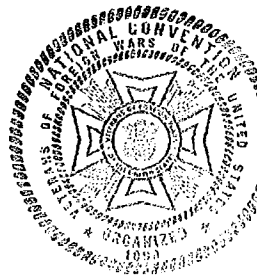
Approved by the membership by a 2/3rds majority at the regular Post meeting conducted on 10-10-17.



Amy Hope Meuchel
Commander, VFW Post 6859



Joel Demers
Adjutant, VFW Post 6859



REVIEWED **JAN 30 2018**
FOR THE COMMANDER-IN-CHIEF

KEVIN C. JONES
ASSISTANT ADJUTANT GENERAL
BY DAVID E. PROHASKA, DIRECTOR
ADMINISTRATIVE OPERATIONS

BYLAWS

_____ POST NO. _____

VETERANS OF FOREIGN WARS OF THE UNITED STATES

ARTICLE I NAME AND LOCATION

- Sec. 1. By virtue of charter granted, this Post shall be known as _____ Post No. _____ Veterans of Foreign Wars of the United States.
- Sec. 2. The location of this Post shall be in the City of _____, County of _____, State of _____.

ARTICLE II SUBORDINATION

- Sec. 1. 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 Bylaws of the Veterans of Foreign Wars of the United States, the Bylaws of the Department, orders issued by authority of the National Convention, National Council of Administration, the Commander-in-Chief, the Department Convention, Department Council of Administration and the Department Commander. Resolutions 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 _____.
- Sec. 2. Time: The regular meetings of the Post shall be held on the _____ of each month, to be called to order at _____ p.m.
- Sec. 3. 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 and voting at a regular or special meeting called for such purpose.
- Sec. 4. Special meetings may be called in accordance with the provisions of the National Bylaws.
- Sec. 5. Quorum: Five members in good standing shall constitute a quorum for the transaction of business.

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 Bylaws.
- Sec. 2. The admission fee of this Post shall be payable in accordance with the National Bylaws.
- 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 Bylaws.
- Sec. 2. The Post shall elect the Commander, Senior Vice Commander, Junior Vice Commander, Quartermaster, and three Trustees. The Commander shall appoint an Adjutant, Chaplain, and may appoint a Service Officer.
- Sec. 3. The duties of all officers shall be those prescribed by Department and National Bylaws, lawful orders as the Post may direct and as these Bylaws may provide.

ARTICLE VI COMMITTEES AND DUTIES

- Sec. 1. All Committees and their chairmen, unless otherwise provided shall be appointed by the Commander as promptly as possible after election to office, and as such shall serve at his/her will and pleasure. The Post Quartermaster, by virtue of office shall be treasurer of all committees handling funds.
- Sec. 2. The Standing Committees of the Post shall be as follows:
- | | | |
|----------------|----------------------|--------------------------|
| (a) Membership | (e) Youth Activities | (i) Community Activities |
| (b) Relief | (f) House | (j) Safety |
| (c) Poppy | (g) Americanism | (k) Bingo |
| (d) Publicity | (h) Ways and Means | |
- 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.
 - (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 Post's quarters and shall exercise such supervision over sub-renters as will ensure 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 an amount previously established by the Post.
 - (e) All monies received by the Committee through the sub-rental of the Post's 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 drawn by the Quartermaster in accordance to these Bylaws.
 - (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 and voting 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.

ARTICLE VII CONTROL OF SUBSIDIARY UNITS

- Sec. 1. Any activity, unit or clubrooms sponsored, conducted or operated by the Post, incorporated separately from the Post or unincorporated, shall be at all times under the direct control of the Post.
- Sec. 2. All funds derived from any of the above shall be in the custody of the Post Quartermaster.
- Sec. 3. All money, property and assets of every kind as well as all records in connection therewith 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. The Veterans of Foreign Wars Auxiliary and Military Order of the Cootie are governed by Articles XI and XII respectively of the National Bylaws and Manual of Procedure of the Veterans of Foreign Wars and their respective Bylaws, rules and regulations.

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 Adjutant 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, other expenditures may be made using acceptable banking practices. All disbursements of Post funds shall bear the signature of the Quartermaster or other person(s) authorized by the Quartermaster. Such other authorized person(s) shall be bonded in accordance with Section 703 of the National Bylaws.
- Sec. 2. The adoption of this Article shall constitute authorization by the Post for the payment of bills, when and as due, for monthly rental, public utility service, postage, janitor service and for janitor's supplies 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 expenditure 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 to any officer of this Post for their 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 the 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
FUNDRAISING PROMOTIONS/SOLICITATIONS

- Sec. 1. This Post shall solicit funds or donations only by prior vote of the members agreeing to the proposition. It shall not solicit funds or donations or otherwise engage in fundraising 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 a 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 the possession of the Post Quartermaster. The bond will be conditioned on the payment to the Post Quartermaster of all monies 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 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 the 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 their custody pending proper pro rata distribution.
- Sec. 4. Fundraising 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 Post and the organization or individuals providing those 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.
- Sec. 5. No solicitations or ticket sales shall be permitted in the Post quarters or at socials or meetings unless such solicitations or ticket sales shall have been approved by the Post.

ARTICLE XI
MISCELLANEOUS

- Sec. 1. Every member of this Post shall keep the Post Adjutant and Quartermaster advised of their current address by promptly reporting any change of same.
- Sec. 2. One copy of these Bylaws shall be issued to each elected and appointed officer of this Post.
- Sec. 3. In all Post procedures not provided for by the Congressional Charter and Bylaws or these Bylaws, Robert's Rules of Order, Newly Revised shall be the authority, and it shall be the duty of the Judge Advocate, in an advisory way, when called upon to do so by the Post Commander to advise the Post Commander on the proper rule(s).

ARTICLE XII
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 guests who have a message to impart.

ARTICLE XIII
AMENDMENTS

- Sec. 1. These Bylaws shall become effective after adoption by this Post and after review by the Commander of the Department and Commander-in-Chief of the Veterans of Foreign Wars of the United States.

Sec. 2. These Bylaws may be amended by the Post by a two-thirds vote of the members present and voting at a meeting, provided each member had been notified at least twenty (20) days in advance and upon request provided a copy of the proposed amendments.

Sec. 3. Wherever these Bylaws or subsequent amendments may be found to be in conflict with the present or any future Department or National Bylaws, the latter shall prevail and be binding upon this Post as though written herein.

These Bylaws were adopted, subject to the review of the Department Commander and the Commander-in-Chief of the Veterans of Foreign Wars of the United States on this _____ day of _____, 20_____, at a regular meeting of this Post.

Post No. _____
Veterans of Foreign Wars of the United States

ATTEST:

Adjutant

Commander

BYLAWS

DEERING MEMORIAL POST NO. 6859

VETERANS OF FOREIGN WARS OF THE UNITED STATES

ARTICLE I NAME AND LOCATION

- Sec. 1. By virtue of charter granted, this Post shall be known as Deering Memorial Post No. 6859 Veterans of Foreign Wars of the United States.
- Sec. 2. The location of this Post shall be in the City of Portland, County of Cumberland, State of Maine.

ARTICLE II SUBORDINATION

- Sec. 1. 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 Bylaws of the Veterans of Foreign Wars of the United States, the Bylaws of the Department, orders issued by authority of the National Convention, National Council of Administration, the Commander-in-Chief, the Department Convention, Department Council of Administration and the Department Commander. Resolutions 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 687 Forest Ave, Portland, Maine.
- Sec. 2. Time: The regular meetings of the Post shall be held on the second Tuesday of each month, to be called to order at 7:00 p.m.
- Sec. 3. 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 and voting at a regular or special meeting called for such purpose.
- Sec. 4. Special meetings may be called in accordance with the provisions of the National Bylaws.
- Sec. 5. Quorum: Five members in good standing shall constitute a quorum for the transaction of business.

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 Bylaws and National Manual of Procedure.
- Sec. 2. The admission fee and annual dues of this Post shall be set by members at any regular meeting payable in accordance with the National Bylaws.

- 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 Bylaws.
- Sec. 2. The Post shall elect the Commander, Senior Vice Commander, Junior Vice Commander, Quartermaster, and three Trustees. The Commander shall appoint an Adjutant, Chaplain, and Service Officer.
- Sec. 3. The duties of all officers shall be those prescribed by Department and National Bylaws, lawful orders as the Post may direct and as these Bylaws may provide.
- Sec. 4. The Post Trustees shall audit the books and accounts of the Post Quartermaster on or before the 15th day of each month for the business conducted for the previous month. The Post Trustees will provide a verbal or written report of the audit at the next scheduled regular meeting.
- Sec. 5. The Post Quartermaster and Adjutant shall be paid a stipend for their duties. The amount to be determined and approved annually at the Post regular meeting held in June, by a majority vote of the Post members at the meeting.

ARTICLE VI COMMITTEES AND DUTIES

- Sec. 1. All Committees and their chairmen, unless otherwise provided shall be appointed by the Commander. The Post Quartermaster, by virtue of office shall be treasurer of all committees handling funds. The Post Commander shall be "ex-officio" member of all committees.
- Sec. 2. The Standing Committees of the Post shall be as follows:
- | | | |
|----------------|----------------------|-----------------------|
| (a) Membership | (e) Youth Activities | (i) Community Service |
| (b) House | (f) Post Activities | (j) Post Scholarship |
| (c) Poppy | (g) Historical | (k) Bingo |
| (d) Memorial | (h) VOD/PP | |
- Sec. 3. House Committee:
- (a) The House Committee shall be comprised of the following seven members: Post Commander as chairman, Senior Vice Commander, Junior Vice Commander, Quartermaster, Adjutant and two members appointed by the Commander. Four members of the House Committee will constitute a quorum. The Adjutant shall serve as secretary. The House Committee members will manage certain matters related to the Post property including the operation of Post Club Rooms and/or Canteen. Trustees shall not serve on the House Committee
 - (b) The House Committee is generally given authority to suspend the Club privileges of any member and to establish and enforce, through the Club Manager, rules of decorum and behavior. In any disciplinary action, discharge or suspension, there should be provision for an appeal to the Post meeting.
 - (c) 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 an amount approved in advance at the June Post meeting. However, at no time will the House Committee be prevented from expending funds to ensure the safety of its members or compliance with local, State and Federal Laws or with expending Post funds to

limit damage to the Post and is not limited by the preapproved amount specified at the June meeting.

- (d) The authority to suspend or discharge the club manager or any employee for good and sufficient cause. In any disciplinary action, discharge or suspension, there should be provision for an appeal to the Post meeting.
- (e) The House Committee will be responsible for developing and publishing club rules and regulations that cover the details of operation. They outline the responsibilities and limits of authority of the Post membership, the House Committee, the Club Manager, and the guests. They cover all aspects of managing and operating the Post. These rules and regulations governing the conduct of club or canteen as are deemed necessary to ensure the post and canteen is managed, operated, and ran in a manner consistent with best management practices. Such rules and regulations will become effective upon house committee approval by a majority vote of members present and voting at a regular or special meeting.
- (f) The House Committee shall meet at least once a month. A special House Committee meeting may be called by the Commander.
- (g) 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 and voting at a regular or special meeting called for that purpose; in the case of a special meeting at least thirty (30) days' notice in writing having first been given to all members.

ARTICLE VII INTENTIONALLY LEFT BLANK

ARTICLE VIII EXPENDITURE OF FUNDS

- Sec. 1. Expenditure of funds, except those allowed under Article VI herein, shall be made only after prior authorization by the Post and on proper voucher that are approved by the Commander. All expenditure of Post funds shall be made using acceptable banking practices that include, but are not limited to check, credit or debit card or any electronic means of payment. All disbursements of Post funds shall be by the Quartermaster or other person(s) authorized by the Quartermaster. Such other authorized person(s) shall be bonded in accordance with Section 703 of the National Bylaws.
- Sec. 2. The adoption of this Article shall constitute authorization by the Post for the payment of bills, when and as due, for monthly rental, public utility service, postage, janitor service and for janitor's supplies and minor emergency repairs authorized by the House Committee.
- Sec. 3. No other payment or expenditure 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 to any officer of this Post for their services as such officer, except as hereafter may be provided.
- Sec. 2. For services rendered, the Post may, by majority vote, pay a stipend to the Adjutant and Quartermaster for the 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 at the regular June meeting.

ARTICLE X
FUNDRAISING PROMOTIONS/SOLICITATIONS

- Sec. 1. This Post shall solicit funds or donations only by prior vote of the members agreeing to the proposition. It shall not solicit funds or donations or otherwise engage in fundraising 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 a 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 Adjutant, bear the endorsement of the Post Commander and be kept in the possession of the Post Quartermaster. The bond will be conditioned on the payment to the Post Quartermaster of all monies 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 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 the 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 their custody pending proper pro rata distribution.
- Sec. 4. Fundraising 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 Post and the organization or individuals providing those 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.
- Sec. 5. No solicitations or ticket sales shall be permitted in the Post quarters or at socials or meetings unless such solicitations or ticket sales shall have been approved by the Post.

ARTICLE XI
MISCELLANEOUS

- Sec. 1. Every member of this Post shall keep the Post Adjutant and Quartermaster advised of their current address or email address by promptly reporting any change of same. Each member agrees that they have been sufficiently notified of any and all Post notifications that are required if they are sent due notification via regular US mail or email to their address/email on file at the Post.
- Sec. 2. One copy of these Bylaws shall be issued to each elected and appointed officer of this Post.
- Sec. 3. In all Post procedures not provided for by the Congressional Charter and Bylaws or these Bylaws, Robert's Rules of Order, Newly Revised shall be the authority, and it shall be the duty of the Judge Adjutant, in an advisory way, when called upon to do so by the Post Commander to advise the Post Commander on the proper rule(s).

ARTICLE XII
AMENDMENTS

- Sec. 1. These Bylaws shall become effective after adoption by this Post and after review by the Commander of the Department and Commander-in-Chief of the Veterans of Foreign Wars of the United States.
- Sec. 2. These Bylaws may be amended by the Post by a two-thirds vote of the members present and voting at a meeting, provided each member had been notified at least twenty (20) days in advance and upon request provided a copy of the proposed amendments.
- Sec. 3. Wherever these Bylaws or subsequent amendments may be found to be in conflict with the present or any future Department or National Bylaws, the latter shall prevail and be binding upon this Post as though written herein.

These Bylaws were adopted, subject to the review of the Department Commander and the Commander-in-Chief of the Veterans of Foreign Wars of the United States on this _____ day of _____, 2025, at a regular meeting of this Post.

Post No. 6859
Veterans of Foreign Wars of the United States

ATTEST:

Adjutant

Commander