ARTICLE THREE

DEPARTMENT STAFF

SECTION 300 – COMPOSITION – The Department Staff shall consist of a Department Executive Staff and a Department Administrative Staff. The Department Executive Staff shall include the Department Board of Trustees and all Detachment Commandants. The Department Administrative Staff shall include all Appointed Department Staff officers, Committee Chairmen, Liaison Officers, and Past Department Commandants. In accordance with Article Four of the National Bylaws, the Department shall appoint an Adjutant, a Paymaster (or Adjutant-Paymaster), a Chaplain, a Sergeant-at-Arms, and other such officers as may be required for the orderly conduct of the Department business.

SECTION 301 – POWERS – The powers of the Department Staff shall be similar to that of the Department Board of Trustees, except that only the Department Executive Staff shall be considered in the constitution of a quorum and will be allowed to vote in the Department Staff Meetings.

SECTION 302 – DUTIES – The duties of the Appointed Department Staff Officers will and the other members of the Department Administrative Staff shall be the same as that for the comparable National Staff Officer.

SECTION 303 - APPOINTMENT OF DIVISION VICE COMMANDANTS – To obtain more effective administrative functioning, the Department Commandant shall appoint a Division Vice Commandant for each of the three Grand Divisions of Tennessee. Whenever practical, a Past Department Commandant shall be appointed to these positions, and the appointments shall be with the concurrence of the Department Board of Trustees. The term of office shall be one year, from Department Convention to Department Convention Amended 2010

(a) DUTIES OF DIVISION VICE COMMANDANTS – The function of Divisions are administrative only. No Division will adopt Bylaws, Administrative Procedures or assess dues, and the only expenses to be paid by the Department will be those authorized by the Department Convention or the Department Board of Trustees. The duties and authority of the Vice Commandants of Divisions are limited to this Section.

(1) The Division Vice Commandants will assist the Department Commandant by providing a liaison to the Detachments in their area and performing such duties as may be prescribed by the Department Commandant or the Department Board of Trustees.

(2 The Division Vice Commandants shall serve as Members of the Department Nominating Committee in accordance with Section 411 of Article Four of these Bylaws.

(3) The Division Vice Commandants shall appoint one Member in good standing from their respective Division to serve on the Department Bylaws Committee. Whenever possible, this appointment will be a Detachment Judge Advocate, in accordance with Section 403 of Article Four of these Bylaws.

(b) DIVISION ALIGNMENTS – The Divisions of the Department shall be aligned in accordance with the geographical location in the State of Tennessee.

(1) East Tennessee Division – Anderson, Bledsoe, Blount, Bradley, Campbell, Carter, Claiborne, Cooke, Cumberland, Granger, Greene, Hamblen, Hamilton, Hancock, Hawkins, Jefferson, Johnson, Knox, Loudon, McMinn, Marion, Meigs, Monroe, Morgan, Polk, Rhea, Roane, Scott, Sequatchie, Sevier, Sullivan, Unicoi, Union, and Washington counties.

(2) Middle Tennessee Division – Bedford, Cannon, Cheatham, Clay, Coffee, Davidson, DeKalb, Dickson, Fentress, Franklin, Giles, Grundy, Hickman, Houston, Humphreys, Jackson, Lawrence, Lewis, Lincoln, Macon, Marshall, Maury, Montgomery, Moore, Overton, Perry, Pickett, Putnam, Robertson, Rutherford, Smith, Stewart, Sumner, Trousdale, VanBuren, Warren, Wayne, White, Williamson, and Wilson counties.

(3) WEST TENNESSEE DIVISION – Benton, Carroll, Chester, Crockett, Decatur, Dyer, Fayette, Gibson, Hardeman, Hardin, Haywood, Henderson, Henry, Lake, Lauderdale, McNairy, Madison, Obion, Shelby, Tipton, and Weakley counties.

SECTION 304 – TERM OF OFFICE FOR APPOINTED OFFICERS – With the exception of the Adjutant-Paymaster, all Department Appointed Officers shall be appointed for a term of one year to expire simultaneously with the Department Commandant, and may be reappointed to that or another office without restrictions. The Department Adjutant-Paymaster shall be a semi-permanent position, subject to the annual approval of the Department Board of Trustees. All Appointed Officers serve at the pleasure of the Department Commandant and the Department Board of Trustees, and when they vacate their office for whatever reason, they will surrender all Marine Corps League books, record and other property for which the office or the person is charged to their duly appointed successor within 30 days.

SECTION 305 – MEETINGS - The Department of Tennessee will hold at least two (2) Department Staff Meetings in the interval between Department Conventions. The time and place of the meetings will be determined by the Department Board of Trustees and the Detachments notified at least forty-five (45) days in advance, except that special meetings may be called on shorter notice with the concurrence of the majority of the Board of Trustees and the majority of the Detachment Commandants. Special meetings will only be called to deal with specific matters that cannot be held until the next regular meeting, and the agenda will be restricted to those specific matters. Regular Meetings of the Department Staff are to be open, with all Marines of the Department of Tennessee encouraged to attend.

SECTION 306 – CONDUCT OF BUSINESS – In addition to the Department Staff Meetings, the Department Staff will conduct business as expeditiously as possible. Except as may be noted in these Bylaws, this may be in person, by telephone, by mail or by such other means as is available.

SECTION 307 – ADDITIONAL CONSIDERATIONS – As much as possible, broad representation throughout the Department will be achieved in the appointment of staff officers. Specifically, the three (3) Grand Divisions of the State of Tennessee established in the political structure of the State Government will be considered when selecting staff officers. The Adjutant and Paymaster (or Adjutant/Paymaster) should reside and work in the same general area as the Department Commandant to facilitate the orderly and timely conduct of Department business. These provisions will not, however, override the selection of the best qualified member available for each post.

SECTION 308 – DISTRIBUTION POLICY – Except as may be noted elsewhere in these Bylaws, all documents and other information distributed or forwarded by the Department Staff or any Department Committee shall be distributed to each member of the Department Board of Trustees, to each Detachment Commandant, and to each Past Department Commandant. Additional members of the Department Staff and individual Members of the League may be included, as circumstances may dictate. Information concerning membership will also be sent to all the Department and Detachment Adjutant-Paymasters (or Paymasters), and information concerning Bylaws or other legal topics shall be sent to each Detachment Judge Advocate.

END OF ARTICLE THREE