



**Department of Tennessee
Marine Corps League**

These Bylaws were revised and approved at a Regular Session of

The Department of Tennessee Convention on 9 June 2001

**Fred C. Gettings, Department Commandant
Richard T. Baker, Department Judge Advocate**

Reviewed and Certified by

**Frank Kish, National Judge Advocate, Marine Corps League
31 July 2001**

ARTICLE ONE

DEPARTMENT CONVENTION

SECTION 100 – ORGANIZATION AND AUTHORITY

- (a) This organization shall be known as “Department of Tennessee, Marine Corps League.”
- (b) The Seal of the Department of Tennessee, Marine Corps League, will consist of the Seal of the Marine Corps League with the words “Department of Tennessee” and “Marine Corps League” on separate lines in that respective order appearing below. Letterhead stationary may vary to improve the visual appeal.
- (c) The supreme legislative and policy making power of the Department of Tennessee, Marine Corps League shall be vested in the Department Convention composed of the properly selected, registered, and approved Delegates in good standing.

SECTION 101 – CONVENTION MEETINGS – The Department Convention shall meet once each calendar year, between 1 May and 15 July, unless prevented by National Emergency or other unpreventable cause. All Members in good standing are encouraged to attend the Department Conventions, and may attend any and all Business Meetings. All members who are in good standing may, within the provisions of these Bylaws, be recognized to speak and debate on issues before that Meeting. The Organization that is scheduled and approved to host an upcoming Department Convention will distribute initial information prior to 1 January before the Convention. The initial information will include as a minimum, but is not restricted to, the exact dates, the name, address and telephone number of the hotel, and the room rates. If a Convention Program Book is planned, the advertisement information will also be included in the initial information. Complete schedules and rates of the events may be distributed later, but must be sent out by the date of the Spring Department Staff Meeting. Final approval of the schedules for the Business and Committee Meetings is the prerogative of the Department Commandant.

SECTION 102 – ADMINISTRATIVE COMPOSITION – The Department Convention Committees shall consist of those committees listed in Article Four, Section 400 (b), and other committees or boards as may be determined necessary. Standing Committees will also function as a part of the Department Convention. All Committees are defined and functions described in Article Four herein.

- (a) **DELEGATES AND ALTERNATES** – Each Detachment shall be entitled to one (1) Delegate and one (1) Alternate for each block of fifteen (15) Regular Members in good standing, or any fraction thereof. Detachment strength for this calculation shall be the total of all Regular Members in good standing as of 31 March immediately prior to the Department Convention. No Associate Memberships, Multiple Memberships or Honorary Memberships will be considered in the computation.
- (b) **DELEGATES-AT-LARGE** – Past Department Commandants of the Department of Tennessee may choose to serve as Delegates-at-Large to the Department Convention. Delegates-at-Large will have the same rights and privileges of the regular Delegates.

- (c) **CREDENTIALS** – Only Delegates and Alternates who have registered, had their Credentials authenticated in writing by their Detachment, had the Delegate Fee paid, and been approved by the Credentials Committee may vote in the Department Convention. Past Department Commandants wishing to serve as Delegates-at-Large may be certified by their respective Detachment, or by the Department Adjutant.
- (d) **DETACHMENT STANDING** – Any Detachment that is in default on any payment of funds to the Department will not have Delegates approved until the default is settled in full in cash, unless previously resolved by the Board of Trustees.
- (e) **MEMBER STANDING** – Notwithstanding the provisions of SECTION 102 (c), above, no paid member in good standing shall be deprived of his or her vote at a Department Convention.
- (f) **CERTIFICATION REPORT** – A report certifying the approved voting strength by the Credentials Committee shall be the first item of business of the Department Convention to insure that all subsequent measures are passed by the properly certified and approved voting strength of each Detachment.

SECTION 103 – VOTING

- (a) **QUORUM** – A quorum for the Department Convention shall consist of a majority of the Detachments in good standing in the Department of Tennessee. Should a Detachment fail to attend or provide accreditation for Delegates, the strength of that Detachment will not be counted, except as provided in Section 102 (e), above.
- (b) **RESOLUTION** – Except as may be provided elsewhere in these bylaws, a vote of fifty percent (50%) plus one (1) shall resolve all issues and carry any measure.
- (c) **DELEGATE VOTING** – Each Delegate properly certified in accordance with this Article may vote for up to fifteen (15) members of that Detachment, except that the total votes of a Detachment Delegation may not exceed the total of that Detachment's strength as certified by the Credentials Committee. Delegates present may vote the strength of absent Delegates, with the approval of those absent Delegates. Additionally, a Detachment may determine to vote as a block, with the Detachment Commandant, or properly certified representative, voting the entire strength of that Detachment. This may include all regular Delegates and Alternates, and Delegates-at-Large, as determined by that Detachment. Detachments voting as a block will notify the Credentials Committee at the time of registration, and this option may be changed during the Convention by notification from the Delegation to the Convention Chair.
- (d) **ROLL CALL VOTE** – A Roll Call Vote may be requested by a complete Detachment Delegation or by any ten (10) Delegates. Upon receipt of a valid request for a Roll Call Vote, the Chair will then call the roll of registered delegates and record their individual votes, except that a Detachment voting as a block will be recorded in that manner.

SECTION 104 – ELECTIVE OFFICERS – The Department Officers to be elected at each Department Convention are the Department Commandant, Department Senior Vice Commandant, Department Junior Vice Commandant and Department Judge Advocate. No individual member shall hold more than one Department Elective Office at any one time.

SECTION 105 – NOMINATIONS

- (a) The Nominating Committee will present a slate of one candidate for each elective office immediately prior to the Election of Officers.
- (b) The Chair will then announce each Elective Office individually, the name of the candidate selected by the Nominating Committee, and solicit any additional nominations from the floor.

SECTION 106 – ELECTION OF OFFICERS

- (a) The election of officers will be the last item of business on the agenda of the Department Convention.
- (b) Prior to the election, the Department Commandant will appoint an ad hoc committee of three to supervise the election process. The committee will consist of one Past Department Commandant and two Past Detachment Commandants, if possible.
- (c) The Election of Officers will be by Roll Call Vote of the properly certified Detachment Delegates, except that where there is only one nominee for a specific office, the Chair may entertain a motion for election by acclamation for that office.
- (d) Installation of Officers will occur following the adjournment of the Department Convention, usually on the same day. The Department Commandant for the Convention is responsible to insure that Installing Officials and other requirements of the National Bylaws and Administrative procedures are met.

SECTION 107 – TERM OF OFFICE – All Department Elective Officers shall be elected for a term of one (1) year, and stand for re-election.

SECTION 108 – RIGHT TO SPEAK – All registered and approved Delegates and all Department Officers, when recognized by the Chair and not expressly prohibited by Bylaws, shall have the right to speak in any discussion or debate of the Department Convention. The Chair may extend the privilege of the floor to any member in good standing on the same terms.

SECTION 109 – BIDS FOR DEPARTMENT CONVENTION – Any Detachment may bid for the right to host the Department Convention by submitting a written bid to the Department Convention Committee in accordance with Article Four of these Bylaws.

SECTION 110 – DEPARTMENT CONVENTION FEES

- (a) A Delegate Fee must be paid to the Credentials Committee at the time of certification for each Delegate, Alternate and Delegate-at-Large. The fee may be paid either by the individual or by the Detachment, but Delegates will not be approved to vote until the fee is paid. Upon completion of certification, all Delegate Fees collected by the Credentials Committee will be turned over to the Department Paymaster. Late arriving Delegates who are otherwise approved by the Credentials Committee will pay the fee directly to the Department Paymaster.
- (b) A Registration Fee shall be paid to the Host Detachment for each member attending the Department Convention or any Convention function, whether or not that member is a Delegate or Alternate.

- (c) The initial charge for the Delegate Fee and the Registration Fee shall be \$5.00 each. The charge for each Fee may be set by the Department Convention for the following year without requiring an amendment to these Bylaws.

SECTION 111 - RULES - The National Bylaws and Administrative Procedures, the Department Bylaws and Administrative Procedures, and the latest edition of Robert's Rules of Order shall govern the procedures of the Department Convention.

END OF ARTICLE ONE

ARTICLE TWO

BOARD OF TRUSTEES

SECTION 200 – COMPOSITION – The Department of Tennessee Board of Trustees shall consist of:

- (a) Department Commandant
- (b) Department Senior Vice Commandant
- (c) Department Junior Vice Commandant
- (d) Department Judge Advocate
- (e) Junior Past Department Commandant
- (f) The Department Adjutant-Paymaster shall be an ex-officio member, without a vote.

SECTION 201 – POWERS – In between Department Conventions, the Department Board of Trustees shall have the power and authority:

- (a) To employ, define the duties, and fix the compensation of any employees deemed necessary for the best interest of the Department of Tennessee provided such paid positions are authorized by the Department Convention.
- (b) To promulgate a Department Manual consisting of these Bylaws and such annotations as are necessary for interpretation, and other such rituals, manuals and publications as are deemed necessary to establish uniform procedures within the Department.
- (c) To remove or suspend any Department Officer or Detachment Officer for cause.
- (d) To approve the date for the next Department Convention.
- (e) To exercise other such powers as may be granted, and to be limited to those actions as may be authorized by the Department Bylaws.
- (f) To act in the best interest of the Department of Tennessee with full executive powers vested to the Board of Trustees in the interim between Department Conventions.

SECTION 202 – DUTIES – The duties of the members of the Department Board of Trustees shall be the same as that for the National Board of Trustees.

SECTION 203 – VACANCIES – If the Junior Past Commandant is unable to serve as a member of the Department Board of Trustees for any reason, the Department Commandant will appoint another Past Department Commandant to fill this seat. If no Past Department commandant is able to serve, this seat will remain vacant. In all other matters concerning vacancies, the Board of Trustees shall be guided by the appropriate section of Article Two of the National Bylaws.

SECTION 204 – GENERAL – In all matters concerning meetings, quorum, voting, and conduct of business that are not specifically addressed herein, the Board of Trustees shall be guided by applying the appropriate section of Article Two of the National Bylaws.

END OF ARTICLE TWO

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.

A. APPOINTMENT OF DIVISION VICE COMMANDANTS – To obtain more effective administrative functioning, a Past Department Commandant shall be appointed Division Vice Commandant in each of the three Tennessee Divisions. This shall be an appointed position by the Department Commandant with a term of one year.

B. POWERS OF DIVISION VICE COMMANDANTS – The function of Divisions being administrative only, no Divisions will adopt Bylaws, Administrative Procedures or assess dues, and only expenses authorized by the Department Board for the Division will be paid by the Department. The duties and authority of the Vice Commandants of Divisions are covered in Article Three, Section 302.

C. 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 303 – 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 304 – 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 305 – 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 306 – 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 307 – 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

ARTICLE FOUR **COMMITTEES**

SECTION 400 – COMPOSITION – Three types of committees will be established by the Department Commandant with the advice and consent of the Department Board of Trustees to assist in the conduct of business within the Department. The term of office for all committee members shall expire with the adjournment of the Department Convention unless otherwise specified in these Bylaws. Members may be reappointed for another term. In addition to the established committees, the Past Department Commandants Council is established to function as an ongoing advisory body within the organization of the Department.

- (a) Standing Committees will be appointed to meet as required throughout the year to deal with matters that come within their area of responsibility. These committees are the Membership Committee, Budget and Finance Committee, Bylaws Committee, Publications Committee, and the Department Convention Committee.
- (b) Convention Committees will be appointed to deal with matters specific to the Department Convention. These Committees are the Audit Committee, Credentials Committee, Resolution Committee, Rules Committee, and Nominating Committee.
- (c) Temporary Committees will be appointed on an as required basis to deal with specific matters that do not fall within the jurisdiction of other existing committees and cannot be handled in an expeditious manner by the Department Staff. The composition and scope of the Temporary Committees will be determined by the matter(s) to be considered.

SECTION 401 – MEMBERSHIP COMMITTEE – This committee will be responsible for the development and conduct of a program to maintain and add to the current membership and further advance the interests of the Department of Tennessee by establishing new Detachments. This committee will be chaired by the Department Junior Vice Commandant and will consist of such additional members as may be required.

SECTION 402 – BUDGET AND FINANCE COMMITTEE – This committee will be responsible for the preparation of a financial program and budget for the conduct of business within the Department for the year. Additionally, this committee will monitor the budget and devise ways of increasing funds of the Department. This committee will be chaired by the Department Senior Vice Commandant and will include the Department Paymaster and additional members as may be required.

SECTION 403 – BYLAWS COMMITTEE – This committee will receive and review all proposed changes and amendments to the Department Bylaws. All proposals received will be reported to the Convention by the committee with a recommendation for appropriate action. This committee will be chaired by the Department Judge Advocate and will consist of one member appointed by each Detachment Commandant.

SECTION 404 – PUBLICATION COMMITTEE – This committee will be responsible for the review of all items published by or for the Department for the purpose of accuracy of information and compliance with the National and Department policies. This committee will be chaired by the Department Judge Advocate, and will include the Department Adjutant and other such members as may be appropriate.

SECTION 405 – PAST DEPARTMENT COMMANDANTS COUNCIL – Recognizing the honor and importance bestowed to the office of Commandant by the Marine Corps League, the Department of Tennessee hereby formally establishes the Past Department Commandants Council. This Council shall consist of all living Past Department Commandants, and shall be chaired by the Junior Past Department Commandant. This Council is established as permanent organization within the Department, and changes in composition may be made only as a result of appropriate disciplinary action as defined in the appropriate sections of the National Bylaws and the National Administrative Procedures. The Past Department Commandants Council shall function as an advisory board for the Department Commandant and the Department Board of Trustees, and shall also function as a Grievance Committee for the Department. This Council shall meet during the Department Convention, and at other times as may be required.

- (a) In its role as an advisory board, the Past Department Commandants Council shall be guided by the appropriate sections of the National Bylaws and the National Administrative Procedures that describe the Past National Commandants Council.
- (b) In its role as a grievance committee, the Past Department Commandants Council will receive and review all complaints of improper action on the part of officers or individual members within the Department. The complaints may originate with individuals or with Detachments, and will be submitted to the Junior Past Department Commandant in writing and will be factually complete. The Council will not accept complaints against individual members or against Detachments or Detachment Officers by members of that Detachment until they are satisfied that resolution was attempted within the Detachment prior to submission to the Department. This Council will **not** be a disciplinary agency of the Department, neither will it replace the disciplinary procedures established in the National Bylaws and the National Administrative Procedures. The Council's function is intended to provide a channel to formally present such complaints and possibly resolve them without formal disciplinary action. The Council's findings will be advisory, and will be submitted to either the Board of Trustees or the Department Convention, as appropriate, with recommendations for specific corrective actions. If, however, voluntary corrective action is taken and the complainant is satisfied, that complaint may be closed. The Council will retain the original written complaint and its final resolution or recommendation, which will be available for review at the Department convention. A quorum for the Council when acting as a grievance committee will be three (3) members, including the Chair. If the complainant requests a formal meeting before the Committee, it will be scheduled concurrent with the next Department Staff Meeting or Department Convention when a quorum will be available.
- (c) The Past Department Commandants Council may collect or receive funds to accomplish specific goals, subject to the approval of the Department Board of Trustees.

SECTION 406 – DEPARTMENT CONVENTION COMMITTEE – This committee will be responsible to the Board of Trustees for the production of the Department Convention. The Department Junior Vice Commandant will Chair this committee, and it will contain two other members, one of whom should be from the Detachment that hosted the last Department Convention and was directly involved in the production of that Convention. Its duties are twofold.

- (a) It will receive and analyze all bids to host the Department convention. Normally, a Detachment wishing to host the Department Convention will inform the Committee two years in advance of its intention to bid. The declaration of intention will not be binding. Formal bids will be submitted to the Chair of the Committee prior to the Department Convention for the next year's Department Convention. The formal bids will include the proposed cost of rooms, including current taxes, at one or more hotel/motel, and the amenities to be provided by those facilities, such as pool, hospitality room, banquet arrangements, free rooms for invited guests, etc. The bidder will also include a plan for publicity and any other factor that they feel will make a successful Convention. The bid will include a statement that the Detachment will cooperate with the Department Convention Committee. All bids received will be reported to the Convention with the Committee's recommendation for the one that best satisfies the Department's needs. The Department convention will then make the final selection of the site and Host Detachment for the next Convention. Consideration will be made to attempt to share the Department Convention among the Grand Divisions of the State of Tennessee, and among the Detachments within the Department, but this will not override selection of the best available site. Chapter Two, Section 240, of the National Administrative Procedures will provide additional guidance for bids and site selection.
- (b) It will work jointly with the Detachment selected to host the next Department Convention to supervise and conduct the Convention. With the assistance of the Budget and Finance Committee, this Committee will promote the Department Convention along strict business lines to ensure the financial success of the Convention.

SECTION 407 - AUDIT COMMITTEE - This committee will audit all books and records of the Department and will inventory all Department property and to report the results of this audit at the Department Convention. It is the responsibility of all members who have custody of such records, books, and property to make such available to the Committee for a timely audit. This committee may utilize the services of the Budget and Finance Committee and other such officers or committees of the Department as may be required to complete the audit in a sound and timely fashion. This committee may be convened by the Department Commandant for additional auditing as may be made necessary by events. This Committee shall consist of Past Department Commandants, and shall be chaired by the Junior Past Department Commandant.

SECTION 408 - CREDENTIALS COMMITTEE - This Committee will be responsible for the examination and approval of the credentials of each Delegate and Detachment present at the Convention. The Department Adjutant (Adjutant/Paymaster) shall have available for the Committee, at the Convention Site, the total number of regular members in good standing of each Detachment in good standing within the Department as of the last day of the month prior to the month of the Convention, to be accompanied by copies of the Dues Transmittal Sheets. Conflicts as to the strength of a Detachment will be resolved by the best judgment of the Committee, based on documentation provided. Undocumented conflicts will be resolved in favor of the Adjutant. The Committee will not approve the credentials from any Detachment that is indebted to the National Headquarters or the Department of Tennessee when such indebtedness has been in default over thirty (30) days. The Committee shall report to the Convention the voting strength and method of voting for each Detachment represented. (Article One, Section 102 (e) shall apply.) In the event that additional qualified delegates or members arrive after this report is made, an amended report will be filed by the Committee. An amended report of voting strength will not affect the vote on any issue or matter that has occurred prior to the time the amended report is filed. The Credentials Committee will consist of a Chair and two additional members appointed by the Department Commandant. Past Detachment Commandants should be considered when constituting this Committee.

SECTION 409 – RESOLUTION COMMITTEE – This Committee will have the responsibility to receive and review all resolutions presented for consideration at the Department convention. The Committee will, by majority vote, approve or disapprove of each resolution presented. All resolutions received will be reported to the Convention along with the Committee’s findings for final consideration. Resolutions must be presented in writing prior to the opening of the Convention for business to be considered for that Convention. The Committee will be chaired by the Department Judge Advocate and will have at least two other members appointed by the Department Commandant.

SECTION 410 – RULES COMMITTEE – This Committee shall determine the sequence and procedures for the business agenda of the Department Convention consistent with Article One, Section 111, of these Bylaws. The Department Commandant will be responsible to establish this Committee with sufficient leadtime allow it to provide a written agenda prior to the opening of the Department Convention. Composition of this Committee is at the discretion of the Department Commandant.

SECTION 411 – NOMINATING COMMITTEE – This Committee will be responsible to provide a slate of qualified officers for the ensuing year. The Committee will consist of one member selected from each Detachment in good standing within the Department, and Chair will be named by the Department Commandant. Due to the importance of this Committee’s recommendations, the selected members should be individuals who have served in elective office at either the Department or Detachment level. Additionally, members who intend to stand for one of the Department Elective Offices will not be named to his Committee. Any member making this decision subsequent to being named to the Committee will be replaced by the respective Commandant. The Committee will be established several months in advance of the Department Convention to allow for the orderly flow of the following events:

- (a) An individual member desiring to stand for office shall notify the Nomination Committee and provide a brief summary qualifications and offices held within the League.
- (b) The Committee may receive names from sources other that the individual. If any are thus tendered, the Committee will insure that the individual is willing to serve in the appropriate office prior to further consideration.
- (c) The Committee will then determine a slate of one nominee for each Elective Office. The selection of the slate need not require the unanimous agreement of all members, but should reflect a general consensus of the members.
- (d) This slate will be presented to each Detachment Commandant sixty (60) days prior to the Department Convention. This will provide sufficient lead-time to allow the slate to be announced and discussed at a regular scheduled Detachment Meeting prior to the Department Convention.

SECTION 412 – CONDUCT OF BUSINESS – Except as noted in these Bylaws, the business of these committees may be conducted in person, or by telephone, mail or other such means as may be available.

SECTION 413 – VACANCIES AND ABSENCES – In the event of vacancies or absences on any committee or board, the Department Commandant may appoint replacements to serve in place of the missing member. Absent members will normally resume their post upon return.

END OF ARTICLE FOUR

ARTICLE FIVE **DETACHMENTS**

SECTION 500 – ORGANIZATION – Each Detachment within the Department is recognized as an individual entity with full authority to conduct its own business as it sees fit, within the boundaries of the National Bylaws and Administrative Procedures and the Department Bylaws and Administrative Procedures.

SECTION 501 – BYLAWS AND ADMINISTRATIVE PROCEDURES – Each Detachment is encouraged to adopt such Bylaws and Administrative Procedures as they may see fit to provide for a consistent and uniform operation of the Detachment. Such Bylaws and Administrative Procedures and subsequent changes and amendments will be submitted to the Department Judge Advocate for review and approval. The approval process will be in the form of an opinion on the part of the Department Judge Advocate that the Bylaws and Administrative Procedures of the Detachment are not inconsistent with either the National Bylaws and Administrative Procedures or the Department of Tennessee Bylaws and Administrative Procedures. The Department Judge Advocate will maintain a current copy of the Bylaws of each Detachment that elects to adopt Bylaws, complete with all amendments and changes thereto, as part of the Department's records.

END OF ARTICLE FIVE

ARTICLE SIX

MISCELLANEOUS

SECTION 600 – MEMBERS – Eligibility and types of membership will be determined by Article Six of the National Bylaws. Except as may be modified herein, all provisions apply.

SECTION 601 – DEPARTMENT DUES – The Department Convention shall have the sole authority to fix the amount of the Department Dues. Once fixed by the Convention, Dues will remain at that amount until changed by a subsequent Department Convention. Department Dues will be paid directly by the Detachment to the Department Paymaster (Adjutant/Paymaster).

SECTION 602 – AMENDMENTS – These Bylaws or any provisions therein may be revised, repealed, amended, or otherwise modified by a majority vote at the Department Convention, provided that two typed or printed copies of the complete wording of the proposed action is submitted to the Department Judge Advocate, to arrive no later than 1 March prior to the Department Convention at which it is to be considered. The Department Judge Advocate will then forward copies of all proposals submitted, without personal comment, to each member of the Department Board of Trustees, and each Detachment Commandant, each Detachment Adjutant-Paymaster, and each Detachment Judge Advocate, to be postmarked no later than 1 April prior to the Department Convention at which it is to be considered. This will allow adequate time for each Detachment consider and debate the proposals, as they desire.

SECTION 603 – EFFECTIVE DATE – The effective date for these bylaws shall be after the date of adjournment of the Department Convention at which they were approved and following approval by the National Judge Advocate. The effective date of revision, repeal, amendment or other modification will be after the date of adjournment of the Department Convention at which such action was approved and following approval by the National Judge Advocate. The Department Convention may establish a specific effective date, as long as that date falls after the date of adjournment and after approval by the National Judge Advocate. If no specific date is established, it shall be the day immediately following the date the adjournment and the approval requirements are all satisfied.

SECTION 604 – DESIGNATING FINANCIAL OFFICERS AND BONDING

A. In accordance with Section 815 of the National Bylaws, the following Department Officers are designated to handle funds for the Department, and as such are covered under the National Blanket Bond.

- (1) Department Commandant
- (2) Department Adjutant-Paymaster, or Paymaster if the office is split.
- (3) Department Senior Vice Commandant
- (4) Junior Past Department Commandant

B. All financial accounts will be established so that the signatures of a minimum of two of the designated Financial Officers are required to withdraw funds or modify accounts.

- C. Certain Officers may be granted a limited authorization by the Department Convention to obligate funds for specific purposes, without requiring an additional vote of the Convention or Board of Trustees for each action. (An example of such authorization would be the Department Chaplain to provide for Members or the immediate family of Members who become sick or deceased.) When such authorizations are provided, they must be renewed annually and disbursements must be reported to the Membership.
- D. **Limitation** – Except as specifically provided in these Bylaws, no Officer or individual member of the Department of Tennessee shall have the authority to obligate the Department financially in any way unless previously approved by the Department Board of Trustees or the Department Convention.

SECTION 605 – ADMINISTRATIVE PROCEDURES – The Department Board of Trustees and Department Staff shall have the authority to draft and adopt a set of Administrative Procedures to govern the daily operation of the Department Business, insofar as such procedures are not inconsistent with these Bylaws. Such Administrative Procedures as are adopted in the interval between Department Conventions will be referred to the Department Convention to be confirmed or vetoed by a majority vote of the Convention. Provisions thus vetoed may not be adopted again without the approval of the Department Convention.

SECTION 606 – APPLICABILITY – All matters not covered in these bylaws will be governed by the applicable sections of the National Bylaws and Administrative Procedures of the Marine Corps League. When it is determined that there is a conflict between these Bylaws and the National Bylaws and Administrative Procedures, the National bylaws and Administrative procedures shall prevail.

END OF ARTICLE SIX

— END OF BYLAWS OF THE —
— DEPARTMENT OF TENNESSEE —
— MARINE CORPS LEAGUE —