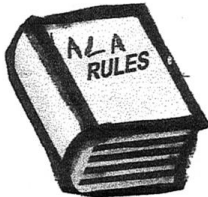
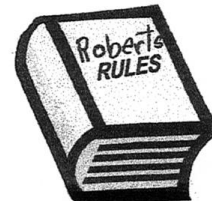


## Department of North Carolina 2016-17 Program Action Plan



### Constitution & Bylaws



## IT'S THE LAW!

The National American Legion Auxiliary Constitution & Bylaws are the definitive basis for governance of our Department, Districts, and Units. It gives the power and authority to the patriotic energy our members bring to this organization. Preparing and adhering to updated Constitution, Bylaws, and Standing Rules will ensure harmony with, and fidelity to, the ideals and principles of the vision-mission-purpose of the ALA.

### Guidelines for Units:

#### **A. Constitution & Bylaws:**

1. Should contain essential provisions: [a.] it's name, [b.] purpose, [c.] membership, [d.] officers, [e.] meetings, [f.] governing board, [g.] committees, [h.] parliamentary authority, [i.] and amendments to prescribe structure changes
2. Are the law of the organization, they
  - Should be reviewed, but not changed, every year
  - Have direct bearing on the rights of members
3. Should have a standard form and content
4. Define the primary characteristics of the ALA
5. Prescribe how the organization is structured and functions
6. Include all rules that cannot be changed without prior notice.

#### **B. Standing Rules**

1. Relate to the details of administration for the organization
2. May be adopted by a majority vote.

- May be amended or rescinded at any regularly scheduled meeting: without prior notification, by a majority vote, unless the bylaws stipulate otherwise, without prior notification by a two-thirds vote.

**C. Parliamentary Authority** --- *Robert's Rules of Order, Newly Revised* shall govern this organization in all cases that are not in conflict with state statute, the constitution, the bylaws, or any special rules of order adopted by the ALA.

**D. Changes to the Constitution & Bylaws, Standing Rules** may be changed by:

1. **Resolution:** an elaborate, formally written motion. A resolution usually contains a preamble that lists the reasons for adoption. Each reason is listed in a separate paragraph starting with the word "whereas". A resolution must have at least one "resolved" clause that specifies the action or position being proposed.
2. **Amendment:** Proposes a change to the Constitution, Bylaws, Special Rules of Order, or Standing Rules. It is also used to modify a motion under consideration.

**Constitution & Bylaws Goals for NC ALA Units 2016-17:**

- **Update Constitution, Bylaws and Standing Rules, as well as policies and procedures to conform with recent updates**
- **Plan a parliamentary procedure seminar at a Department function**

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