

# MARINE CORPS LEAGUE

## ARTICLE I NAME

**Section 1.** The name of this Detachment shall be the CENTRAL COAST Detachment 680, Marine Corps League.

**Section 2. PURPOSE:**

The purpose of the Detachment shall be:

- (A) To preserve the traditions and to promote the interests of the United States
- (B) To band those who are now serving in the United States Marine Corps and those who have been Honorably Discharged from that service together in fellowship that they may effectively promote the ideals of American Freedom and Democracy.
- (C) To fit its members for duties of citizenship and to encourage them to serve as ably as citizens as they have served the Nation under arms.
- (D) To hold sacred the history and memory of the men who have given their lives to the Nation.
- (E) To foster love for the principles which they have supported by blood and valor since the founding of the Republic.
- (F) To maintain true allegiance to American institutions.
- (G) To create a bond of comradeship between those in the service and those who have returned to civilian life.
- (H) To aid voluntarily and to render assistance to all Marines and FMF Corpsmen and former Marines and FMF Corpsmen as well as their orphans and parents.
- (I) To perpetuate the history of the United States Marine Corps, and by fitting acts, to observe the anniversaries of historical occasions of particular interest to Marines.

**Section 3. RESOLVE:**

- (A) This Detachment is organized for non-profit purposes. Individual members may not profit from any Detachment activity or program. However, this does not prohibit the Detachment from hiring a member or other person on a commercial basis to provide services to the Detachment when the best interests of the Detachment or its programs will be best served thereby.
- (B) The property of the Detachment is dedicated to the purposes of this Veterans organization and no part of the net income or assets of this Detachment shall ever inure to the benefit of any director, officer or member thereof, or to the benefit of any private persons.
- (C) Upon dissolution or winding up of the Detachment, its assets remaining after payment or provision for payment, of all its debts and liabilities shall be distributed to the Marine Corps League, Department of California, as provided for in Article 5, section 560 of the National by-laws.

## **ARTICLE II MEMBERSHIP**

### **Section 1.**

- (A) Detachment 680 expresses as its policy that Membership may not be denied on the basis of race, religion, sex, creed, or national origin.
- (B) **REGULAR MEMBERSHIP:** Only persons who are serving, or who have served honorably in the United States Marine Corps for not less than ninety (90) days, and persons who are serving or have served in the United States Marine Corps Reserve and have earned no less than ninety (90) Reserve Retirement credit Points shall be eligible for regular membership in the Marine Corps league. Proof of honorable service in the United States Marine Corps or United States Marine Corps Reserve is required in the form of Honorable Discharge, DD 214, active/reserve ID.
- (C) **ASSOCIATE MEMBERSHIP:** Those individuals not qualified for regular membership in the Marine Corps League, who espouse the principles and purposes of the Marine Corps League as contained in its Congressional Charter, may upon application to the Detachment be accepted for associate membership in the Marine Corps League and Detachment. If the applicant for associate membership has served with another service branch, he/she shall have served under honorable conditions. Proof of such service shall be required. Associate members, upon acceptance, will pay dues in the same amounts as prescribed for regular members, including initiation fees. A membership pin and same card similar to the design and style of the approved regular membership pin and membership card, indicating “Associate Member” will be issued by National headquarters. Uniform and cover, including ornamental device/emblems and lettering will be established by the National Uniform committee, and will be enforced by the Detachment. An associate member shall be entitled to all rights, privileges and benefits of a regular member, however such member may not vote. An associate member in the Detachment may hold appointed positions.
- (D) **HONORARY MEMBERSHIP:** An honorary membership may be issued, at the discretion of the Detachment Commandant to those persons who have been extraordinary service to the Nation, to the community, to the United States Marine Corps, and/or the Marine Corps League. The honorary member will not be entitled to the rights, privileges and benefits available to a regular or associate member. A suitable certificate will be issued to honor the occasion. Payment of dues or initiation fees is not required; however, such membership will not be entitled to the official publications of the Marine Corps League. Membership card and certificate will be available from National Headquarters.
- (E) **LIFE MEMBERSHIP:** Any member of the Marine Corps League in good standing may become a Life Member upon proper payment of the required fee as set forth in the National By-Laws, Section 645, and by following the procedures and application process set forth therein.

- (F) **DUAL MEMBERSHIP:** An applicant who, at the time of application to Detachment 680, is also a regular member of another detachment, existence of that membership in another detachment known at the time of application for membership in Detachment 680. Such member shall be a regular member in the Detachment of such member's greatest tenure unless he/she makes a signed written request for transfer (forms available) and is approved by the losing and gaining detachments.

## **Section 2.**

**MEMBERSHIP APPLICATION:** Any person eligible for membership in the Marine Corps League under the provisions of the National By-Laws and Administrative Procedures of the Marine Corps league may initiate application for membership by completing a standard application form to include applicant's signature, and presenting the application to a sponsoring member, or officer, of the Detachment with all required dues and fees.

- (A) The application form received by a member-sponsor, or officer, shall be turned into the Paymaster, along with all dues/fees, as soon as practicable, but not later than the next regularly scheduled meeting of the Detachment.
- (B) The acceptance of applicants to membership in Detachment 680 shall be the sole province of the regular membership, as set forth in Article 5, Section 540, of the National By-laws.
- (C) In cases where an applicant is rejected for membership, all monies received from the affected applicant shall be returned to such applicant by the Paymaster.

## **Section 3.**

**MEMBERSHIP DUES AND FEES:** Membership dues and fees will be as set by the National and California Department, and by such additional fees as set by this Detachment. All such fees of this Detachment shall be subject to vote of the membership at a regular business meeting before taking effect.

### **MEMBERSHIP DUES:**

The annual renewal dues shall be set by the membership at a regular business meeting and are payable to the Detachment Paymaster on or before the membership expiration date as shown on the member's card. This amount includes the National, Department, and Detachment dues.

## **Section 4.**

### **GOOD STANDING:**

- (A) All members shall be considered in good standing in the Detachment and the Marine Corps league, except when: **(1)** Required dues are not paid and transmitted on or before membership expiration date as shown on the member's membership card. or **(2)** A member is indebted and in arrears to the Detachment, Department, or National Headquarters. or **(3)** Under suspension as punishment upon adjudication of guilt as is provided in Chapter Nine, Section 910 of the National Administrative Procedures.

- (B) In all cases involving transfer of a member of a Detachment, the losing Detachment proving of the transfer shall also certify in writing that the transferring member is in good standing.

### **Section 5.**

#### **DELINQUENT MEMBER:**

A member shall be identified as delinquent whenever the Member's dues are not paid and transmitted on or before membership expiration date as shown on the member's membership card. (1) Such member shall be retained in the delinquent status for a maximum of one (1) year, during which time the member may erase this status by making payment of all dues in arrears and all dues current and provided that the member is not indebted to Detachment 680, the California Department, or to National Headquarters. (2) Should the affected member remain in the delinquent status in excess of one (1) year such member shall be dropped from all membership rolls. The good standing status of such member shall be restored only through the processing of a standard application form as a new member, which shall include the initiation fees as prescribed by the Detachment and National By-Laws Article 6, Section 600, and Administrative Procedures, Chapter 7, Section 700. (3) No delinquent member may be transferred.

### **Section 6.**

#### **RIGHTS OF MEMBERS:**

No member shall be deprived of any rights and privileges in the Marine Corps League except for non-payment of dues or other indebtedness, unless the member shall first be charged, tried and found guilty in accordance with the Provision of the National By-Laws and Administrative Procedures dealing with offenses and penalties.

### **Section 7.**

#### **RIGHTS OF APPEAL:**

The right of appeal under the provisions of the National Bylaws and Administrative Procedures shall not be denied.

## **ARTICLE III OFFICERS**

### **Section 1.**

(A) **THE BOARD OF TRUSTEES:**

The elected officers of this Detachment shall be: Commandant, Senior Vice Commandant, Junior Vice Commandant, and Judge Advocate. The immediate past Commandant shall be the Junior Past Commandant. Regular members only may hold these offices.

(B) **THE OFFICER STAFF:**

The Board of Trustees shall appoint an Adjutant, Paymaster, Chaplain, Sergeant-at-Arms, and other such officers as needed to effectively administer the business of the Detachment. Regular members and/or associate members may hold these offices in the Detachment.

## Section 2.

The duties and responsibilities of the Board of Trustees, (Officer Staff), will be as follows:

- (A) Commandant: Direction and planning; administration of meetings; liaison, contacts and community relations; swearing-in and installations.
- (C) Senior Vice Commandant: Assistance to Commandant; finance and budgets; fund raising.
- (D) Junior Vice Commandant: Membership recruiting and retention; meeting and event planning; coordination and assistance on parades and ceremonies.
- (E) Judge Advocate: By-Laws, counsel, and audit; liaison with National and Department on policy; adjudication of infractions and grievances within Detachment, Department, and National.
- (F) Junior Past Commandant: Officer assistance and training; event planning assistance; counsel regarding questions of tradition and history.
- (G) Adjutant: Meeting/Decision minutes and records; member personnel records; correspondence and inquiry response.
- (H) Paymaster: Accounting and bookkeeping; membership roster and transmittals; comptroller of Detachment funds; quarterly financial reports; assistance to Senior Vice Commandant on finance and budget, taxes and licenses.
- (I) Chaplain: Invocations; memorial services; membership assistance for death/illness; Marine assistance during times of distress.
- (J) Sergeant-at-Arms: Order of meetings; meeting location preparation.
- (K) Project Leaders: The following represents on-going projects that the Detachment may require. Other projects, with appropriate project leadership, may be added as required. The following list serves as an example of functions, and is not intended to be all inclusive or exclusive.
  - (1) News Editor: Responsible for the monthly publication of the Detachment newsletter, mailing and distribution. May write or solicit articles from membership and/or outside sources.
  - (2) Color Guard commander: Responsible for training, appearance, and performance of color/honor guards at parades and ceremonies, and other meetings and events.
  - (3) Public Relations and Information: Responsible for dissemination of information to the public, press, and Marine Corps League publications. Serves as a contact for information on Detachment programs and activities.
  - (4) Toys for Tots: Plans and coordinates the annual collection and distribution of toys and donations. Schedules members and other dignitaries for effective collection strategies.
  - (5) Programs involving members and other Marines with the annual Birthday celebration.
  - (6) Youth Programs: Identifies relevant programs for support by Detachment, which include but are not limited to Young Marines, and Devil Pups.
  - (7) Veteran Services and Activities: Responsible for providing veteran information to all veterans and supporting veteran activities, POW/MIA issues and donations to veterans of needed items.
  - (8) Other: Other ongoing Detachment projects, and/or other community service or Marine Corps support projects will be assigned project leadership as those functions require.

## **ARTICLE IV ELECTION OF OFFICERS**

### **Section 1.**

Nomination of proposed officers shall be made at the November regular meeting. Nominees must accept nomination prior to their names being placed on the ballot. Nominations may be made subsequent to the meeting, but in no case later than the day of.

### **Section 2.**

Election of officers shall be held at the Annual meeting in December. In the event circumstances require a nominee to withdraw from consideration and that withdrawal leaves no nominee for office, there shall be nominations accepted from the floor prior to the balloting.

### **Section 3.**

Election of officers shall be by ballot of regular members in good standing present at such meeting. A simple majority shall be sufficient to elect.

### **Section 4.**

The Commandant shall appoint two members as tellers to collect, count and verify the ballot votes.

### **Section 5.**

Elected and appointed officers shall be installed no later than the January regular meeting of members, depending on the activity schedule of the Detachment. A Department Officer shall be invited to conduct the installation, and if unable to attend, the installation shall be performed by the outgoing Detachment Commandant, or the Junior Past Commandant.

### **Section 6.**

The officers shall be elected for a term of one year or until their successors are elected, and may stand for re-election. Their term of office shall begin at the close of the annual meeting at which they are elected.

## **ARTICLE V RESIGNATION or DEATH**

### **Section 1.**

In the event of the resignation or death of an elected or appointed officer during his or her term, the following will be followed:

- (A) In the event of the resignation or death of an appointed officer, the Commandant and Board of Trustees shall appoint a qualified individual to fulfill the unexpired term of office. A simple majority of those regular members in good standing present and voting shall be sufficient to confirm the appointment.

**Section 2.**

In the event an elected or appointed officer proves to be incompetent or otherwise unfit for office, or cannot fulfill the oath of office, the Commandant and the Board of Trustees shall meet and appoint another member to the office and have the appointment confirmed at the next regular meeting.

**ARTICLE VI  
MEETINGS**

**Section 1.**

**REGULAR MEETING:**

The Detachment shall have not less than one (1) regular meeting per month on the second Tuesday of the month. In the event that the day or location of a meeting is changed, notice of the change will be provided to all members in good standing.

**Section 2.**

**ANNUAL MEETING:**

The regular meeting on the second Tuesday of December shall be the Annual meeting. At this meeting the election of officers shall be conducted and annual reports from Officers and committees received.

**Section 3.**

**SPECIAL MEETING:**

Special meetings may be called by the Commandant or by a majority of the Board of Trustees, and shall be called on the written request of ten members of the Detachment. The purpose of the meeting shall be stated in the call. At least ten days notice shall be given to all members in good standing by the most expedient method.

**Section 4.**

- (A) A quorum for purposes of voting at a regular meeting of members shall consist of those members present.
- (B) A quorum for purposes of voting at an officers meeting shall be at least three elected officers.

## **ARTICLE VII COMMITEES**

### **Section 1.**

The Board of Trustees shall appoint such standing or ad hoc committees and projects, as they deem appropriate to assist in the performance of the business of the Detachment.

## **ARTICLE VIII FISCAL AND FINANCIAL**

### **Section 1.**

The fiscal year for the Detachment is from July 1 to June 30th.

### **Section 2.**

The Board of Trustees (Officer Board), Officer Staff, and finance committee will present a budget to the membership for their voting approval no later than the March regular membership meeting. The budget shall establish the limits under which expenditures can be made for a given purpose. In addition, the budget will approximate revenues based on prudent and conservative evaluation and estimates.

- (A) The budget will be approved by a voice vote of all members attending such meeting. A simple majority in favor of the proposed budget adopts the budget. If a majority vote, either for or against adopting the proposed budget, cannot be determined by voice vote, a secret ballot will immediately follow at that meeting.
  
- (B) In the event a proposed budget is not approved by the members in good standing present and voting at the March meeting, a new budget will be presented at the next general membership meeting. The voting procedure to adopt such a revised budget shall be as set forth in Article VIII, Section 2(A). Should the first or subsequent budgets not be approved, necessary expenditures will be allowed to be made for a period no longer than two months. However, this will have no impact on membership transmittals for which dues and fees have been received from members.

### **Section 3.**

Authorizations for unbudgeted amounts by the Commandant and/or Officer Board shall be noted to the membership in the Paymaster's report at the next general membership meeting. The Paymaster is responsible for disbursing funds within budget limits or as approved below, and reporting budget status to the Officer Board and the Detachment membership.

- (A) The Commandant may approve the expenditure of up to \$200.00 for a non budgeted expense in his/her good judgment.

- (B) The Commandant and the elected officers may approve non budgeted expenditures of between \$200.00 and \$500.00.
- (C) Any non-budgeted expenditure in excess of \$500.00 requires the favorable vote of the members in good standing present and voting at a regular general membership meeting before such expenditure can be made.

#### **Section 4.**

- (A) No expenditures are to be made through the Paymaster unless authorized by the Detachment as defined in **Section 2** and **Section 3** of this Article. The only expenditures that can be made are those that fall within the approved budget, or those authorized by the Commandant, Board of Trustees (Officer Board), or majority vote of the membership to approve unbudgeted or over budget expenses (as defined in Article VIII, Section 3, (A), (B), and (C)).
- (B) Expenditures, regardless of budget or other authorization, are subject to funds availability within the Detachment's cash, checking, and/or other income accounts. No authorization is allowed to utilize funds from accounts for purposes other than those defined in **Section 5** of this Article.
- (C) Any member who proposes to perform a service for the Detachment, must have prior approval of the Officer majority before any reimbursement of expenses will be made.
- (D) It is expected that members will be responsible for ancillary expenses associated with membership in the Detachment, such as phone calls, travel, conventions, and other related activities. If, however there is need to reimburse a member for extreme expenses that will be incurred on behalf of the Detachment and at the direction of the Board of Trustees (Officer Board) or a member thereof, the expenditures need to be approved by the Board of Trustees (Officer Board) prior to incurring such expense.

#### **Section 5.**

- (A) The Detachment shall establish a minimum of two primary accounts (physically and/or by accounting method capability), at the appropriate time, for the conduct of business, and in meeting the purposes and objectives of the Detachment and the Marine Corps League. These accounts will be segregated based on the source and use of funds. It is imperative that the accounting and use of funds, by the Paymaster and Senior Vice Commandant, leave no question as to the prudence and care, and the credibility of the Detachment and the Marine Corps League.

(1) **Operations Account:** This account will be used for the day to day operations of the Detachment, including but not limited to expenditures for postage, printing and copying, supplies necessary for the functions of the Detachment, repairs, flags and ceremonial equipment, pre-approved (by the Detachment budget, Commandant, Officer Board, or Detachment membership) expenditures for reimbursement to members and other. This account may be used for distribution of funds transferred from other accounts.

**(2) Projects Account:** This account will be used for the programs and support activities approved by Detachment membership. The source of these funds include, but are not limited to donations, and program specific fund raising. The use of funds will be for charitable purposes that may include, but not limited to such programs as “Toys for Tots”, youth programs and support, veterans’ functions, assistance and support to Marines and Detachment members in distress. Any expenditure based upon a dire financial need may be to or on behalf of a specific Marine, former marine, their immediate family, or Detachment member, shall not cumulatively exceed \$300.00 without the prior majority vote of those members present and voting at a regular general meeting at which the question is raised. Any expenditure of less than that amount may be done by a concurrence of a majority of the Officer Board. The expenditure as stated above (for dire financial need) shall be in the form of an interest-free loan or donation as is the will of the Officer Board or the majority of the voting Membership as appropriate.

### **Section 6.**

The Board of Trustees (Officer Board) shall have sole responsibility for negotiating any indebtedness on behalf of the Detachment, only after such proposal for indebtedness has been approved by a majority vote of the members at a general meeting which shall occur following written notification (newsletter or special letter) to every member in good standing.

### **Section 7.**

The judge Advocate shall have the responsibility of reviewing accounts, books and transactions of the Detachment at least twice per fiscal year, and shall make a report of his/her findings to the Officer Board, and to the members of the Detachment. The Judge Advocate may designate another member(s) to assist in this audit function.

**Section 8.** All accounts shall have three signatures. All checks shall require two signatures.

## **ARTICLE IX UNIFORMS**

### **Section 1.**

Ownership of any uniform is not required as a condition of membership in the Detachment. The Detachment encourages all members to obtain and maintain in good repair, the approved uniforms of the Detachment and the Marine Corps League. Uniform regulations and policies of the Detachment shall conform to the policies of the National Uniform Committee as approved by the National policies.

### **Section 2.**

The Board of Trustees and/ or Color Guard Commander shall determine and notify members of such, the uniforms to be worn for specific occasions. It is expected that the Commandant of his/her designate, and the Color Guard Commander shall assure proper appearance of members in uniforms, particularly at public functions, ceremonies, and parades. Participation in the Color Guard or other Ceremonial functions requires the proper uniform be worn.

**Section 4.**

The Detachment may design an informal uniform for work details that may include, but not limited to, Detachment specific shirts and caps, and other. Design for such uniforms shall be proposed by the Board of Trustees, including costs, and shall be approved by a majority vote of the members at a regular meeting.

**ARTICLE X  
AMENDMENTS**

**Section 1.**

These bylaws are intended to be in compliance with and under the jurisdiction of the National Marine Corps League Bylaws and Administrative Procedures and the California Department Marine Corps League Bylaws. Any dispute with the Detachment Bylaws will be resolved first by referring to the next senior jurisdiction bylaws. If the issue still remains unresolved, these Detachment 680 Bylaws may be amended in accordance with Article X Section 2.

**Section 2.**

These By-Laws may be amended in any manner prescribed or permitted by law, or by the By-laws of the National and Department and by a 2/3 vote of those regular members in good standing, present and voting at a special meeting called for that purpose (which can be a regular meeting). Prior notification should be given, but if prior notice is not given, it requires a unanimous vote of all members voting at the regular meeting.