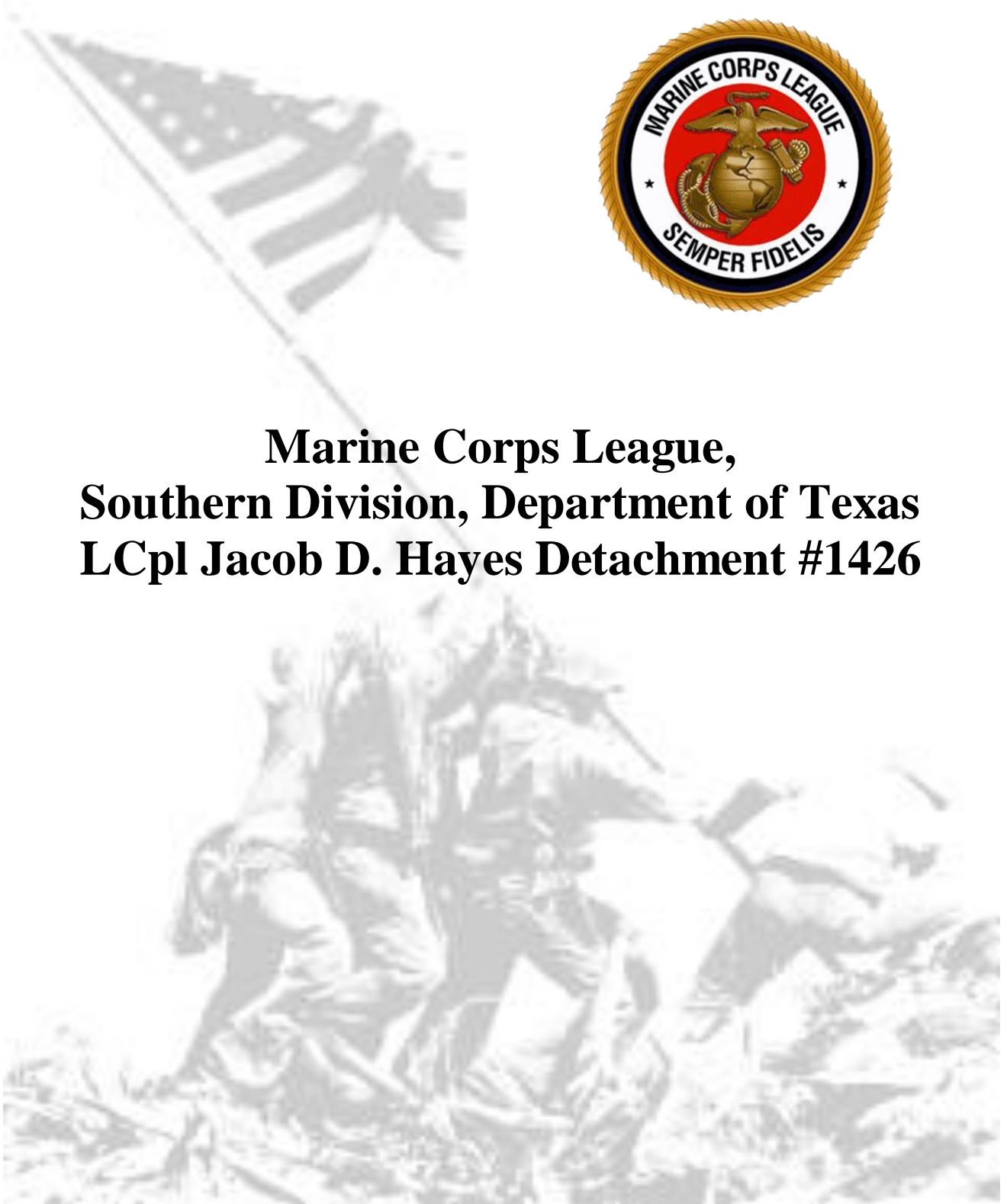




**Marine Corps League,
Southern Division, Department of Texas
LCpl Jacob D. Hayes Detachment #1426**



BYLAWS

Visit Detachment #1426 Bylaws section at <http://www.CollinMCL.org> to ensure you are reading the current Bylaws.

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ARTICLE I: Name, Purpose and Resolve

SECTION 1: The name of this Detachment shall be **Marine Corps League, LCpl Jacob D. Hayes Detachment #1426**. This Detachment is affiliated with, and has been chartered by the national organization of the Marine Corps League. The National charter was issued on May 18, 2015, and presented to the officers and members of the Detachment by the Department of Texas Commandant, Charles Ynman on 18 August 2015.

These bylaws are to conform to the bylaws, administrative procedures, regulations and policies issued by the National and Department organizations.

SECTION 2: The purpose of this Detachment shall be:

- A. To preserve the traditions and to promote the interests of the United States Marine Corps;
- 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 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, former Marines, and FMF Corpsmen, as well as to their families, their widows and their orphans;
- 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: The resolve of this Detachment shall be:

- A. This Detachment is organized for non-profit purposes. Individual members may not derive profit from any Detachment activity or programs. 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 veteran's 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 distributed to the Marine Corps League, Department of Texas, and the Marine Corps League, National Headquarters, as provided for in Department and National bylaws.

ARTICLE II: Membership

SECTION 1: Eligible for:

- A. Detachment #1426 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, "ON ACTIVE DUTY," for not less than ninety (90) days and persons who are serving or who have served in the United States Marine Corps Reserve and have earned no less than ninety (90) Reserve Retirement Credit Points and United States Navy Corpsmen who have trained with Marine FMF Units in excess of ninety (90) day and earned the Marine Corps Device (clasp) worn on the service Ribbon and those who earned the Warfare Device authorized for FMF Corpsmen 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 I.D., or other documentation that substantiates proof of service as a United States Marine or FMF Corpsman.
- 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 Detachment #1426. If the applicant for associate membership has served with another service branch, he/she shall have served under honorable conditions. Proof of such service may 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 membership 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 the rights, privileges and benefits of a regular member, except as provided herein. Such member may not vote on nor hold an officer position within the Detachment. Associate members may not vote on matters affecting Marine Corps League policy, but may vote on the internal affairs of the Detachment. Associate members may not vote on any application for membership.

- D. HONORARY MEMBERSHIP: An honorary membership may be issued, at the discretion of the Detachment Commandant and/or the elected Board of Trustees (Officer Board) to those persons who have been of 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 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 bylaws, Section 645, Paragraph b, following the procedures and application process set forth therein. Detachment applicants for life member status must have been a member of the Detachment, and in good standing, for a minimum period of one (1) year.
- F. DUAL MEMBERSHIP: Any applicant who, at the time of application to Detachment #1426, is also a member of another detachment, is eligible for "Associate Member" status only in Detachment #1426, and must make the existence of that membership in another detachment known at the time of application for membership in Detachment #1426. 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 two detachments.

SECTION 2: MEMBERSHIP APPLICATION

Any person eligible for membership in the Marine Corps League under the provisions of the National bylaws 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 standard application form published by National and/or the Detachment shall include the requirement for completion of standard identifying type of application, dates of service and birth, address and phone, social security number, and other administrative data as may be considered appropriate, a signature, and the following printed certification for regular membership:

I hereby certify that I have served on active duty as a Marine, or as a Reserve Marine for a period of 90 days (or 90 reserve credit points), that the character of my service has been honorable, and if discharged, I am in receipt of an honorable discharge or DD-214. By signature on this application, I hereby agree to provide proof of honorable discharge/service upon request.

General discharge under honorable conditions is acceptable. The Detachment may require, under the same signature, evidence of commitment to the principles of the Detachment and the Marine Corps league.

- B. The application form received by a member-sponsor, or officer, shall be turned in to the Detachment officer designated to receive such applications, along with all dues/fees, as soon as practicable, but not later than the next regularly scheduled meeting of the Detachment #1426.
- C. It shall be the responsibility of the Board of Trustees, otherwise known as the Officer Board (Commandant, Sr. Vice Commandant, Jr. Vice Commandant, Judge Advocate, and Jr. Past commandant), with consent of the Officer Staff (Adjutant, Paymaster, Chaplain, and Sergeant-at-Arms), to determine the most effective means of handling memberships, transmittals.
- D. The acceptance of applicants for membership in Detachment #1426 shall be the sole province of the Board of Trustees (Officer Board), Officer Staff, and regular membership, as set forth in article 5, Section 540, of the National bylaws.
- E. In cases where an applicant is rejected for membership, all monies received from the affected applicant shall be returned to such applicant by the sponsoring member, or Detachment officer.
- F. By accepting membership in Detachment #1426 an applicant agrees to subscribe to and be bound by the provisions of National bylaws, Department bylaws, and the bylaws of this Detachment.

SECTION 3: MEMBERSHIP DUES AND FEES

Membership dues and fees will be as set by the National and/or Department of Texas 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.

- 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.
 - (2) A member is indebted and in arrears to the Detachment, Department, or National Headquarters.
- B. In all cases involving transfer of a member of a Detachment, the losing Detachment approving of the transfer shall also certify in writing that the transferring member is in good standing.
- C. 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 #1426, the Department of Texas, or to National Headquarters.
 - (2) Should the affected member remain in the delinquent status in excess of one (1) year, such a 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 bylaws Article 6, Section 600, and Administrative Procedures, Chapter 7, Section 700.
 - (3) No delinquent member may be transferred.
- D. No member shall be deprived of any rights and privileges in the Marine Corps League or Detachment #1426 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 bylaws and Administrative Procedures dealing with offences and penalties.
- E. The right of appeal under the Provisions of the National bylaws and Administrative Procedures shall not be denied.

ARTICLE III: Officers

SECTION 1: GOVERNING BODY

- A. THE BOARD OF TRUSTEES (which is also referred to as the OFFICER BOARD). 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. These five elected officers shall comprise the **Board of Trustees**, also referred to as the **Officer Board**, or the **Board of Directors** of the Detachment. Regular members only may hold these offices.
- B. THE OFFICER STAFF. Those elected officers shall elect or appoint an Adjutant, Paymaster, Chaplain, Sergeant-at-Arms, and other such officers as needed to effectively administer the business of the Detachment. Such officers comprise the **Officer Staff**, and are expected to assist the Officer Board (Board of Trustees) in decisions and administrative activities, and attend officer meetings. If, in view of the Officer Board, and a majority vote of the membership at a regular meeting, it is deemed in the best interests of the Detachment to elect rather than appoint any or all these officers. Section 1 (B) shall be so amended.
- C. PROJECT STAFF. The Board of Trustees (Officer Board) may appoint members (regular or associate) to manage and lead specific projects and/or ongoing activities of the Detachment. This includes such functions as "Toys for Tots," Marine Corps Birthday, youth programs, newsletters, public relations and information, supplies, events planning and coordination, photography, archives, color/honor guards and parades and ceremonies, and other projects as required. Some projects are "one-time" events, while others are ongoing.

SECTION 2: The duties and responsibilities of the officer board, officer staff, and project leaders will be as follows:

- A. Commandant: Direction and planning; administration of meetings; liaison, contacts and community relations; swearing-in and installations.
- B. Senior Vice Commandant: Assistance to Commandant; finance and budgets; fund raising.
- C. Junior Vice Commandant: Membership recruiting and retention; meeting and event planning; coordination and assistance on parades and ceremonies.
- D. Judge Advocate: Bylaws, counsel, and audit; liaison with National and department on policy; adjudication of infractions and grievances within Detachment, Department and National.

- E. Junior Past Commandant: Officer assistance and training; event planning assistance; counsel regarding questions of tradition and history.
- F. Adjutant: Meeting/Decision; minutes and records; member personnel records; correspondence and inquiry response.
- G. Paymaster: Accounting and bookkeeping; membership transmittals; controller of Detachment funds; quarterly financial reports; assistance to Senior Vice Commandant on finance and budget; taxes and licenses.
- H. Chaplain: Invocations; memorial services; membership assistance for death/illness; Marine assistance during time of distress.
- I. Sergeant-at-Arms: Order meetings; meeting location preparation.
- J. 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. Webmaster: Responsible for the maintenance of the Detachment website <http://www.CollinMCL.org>
 - 3. Color Guard Commander: Responsible for training, appearance, and performance of color/honor guards at parades and ceremonies, and other meetings and events.
 - 4. Public Relations and Information: Responsible for dissemination of information to the public, press, and Marine Corps League publications. Serves as contact for information on Detachment programs and activities.
 - 5. Toys for Tots: Plans and coordinates the annual collection and distribution of toys and donations. Schedules members and other dignitaries for effective collection strategies.
 - 6. Marine Corps Birthday: Plans, coordinates, and schedules activities and programs involving members and other Collin County Marines for the annual birthday celebration.
 - 7. Youth Programs: Identifies relevant programs for support by Detachment, which includes but is not limited to Young Marines, and Devil Pups.
 - 8. Veteran Services and Activities: Responsible for providing veteran service information to all veterans, and supporting veteran activities that include but are not limited to V.A.V.S., donations to veterans of needed items, POW/MIA issues.
 - 9. Other: Other ongoing Detachment projects, and/or other community service or Marine Corps support projects will be assigned project leadership as those functions require.

SECTION 3: The Board of Trustees (Officer Board) of the Detachment may temporarily or permanently change the designated responsibilities of the elected and appointed officers from time to time, as the needs of the Detachment require, and the capabilities of individuals dictates. The Board of Trustees (Officer Board) of the Detachment may also add, delete, combine, or otherwise modify the Project Leader's activities and responsibilities as dictated by Detachment requirements.

ARTICLE IV: Election of Officers

SECTION 1: Nominations of proposed officers shall be made between 1 and 31 January every calendar year. Nominations will be open at the January General Meeting of members. 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 close of the January General Meeting.

SECTION 2: Election of officers shall be held at the February General Meeting of members. In the event circumstances require a nominee to withdraw from consideration after nominations are closed, and that withdraw leaves no nominee for office, there shall be nominations accepted from the floor of the February meeting prior to balloting.

SECTION 3: Election of officers shall be by secret ballot of regular members in good standing present at such meeting. Proxy voting is not permitted, with the following exceptions: If a member is on active or reserve duty and cannot attend the meeting, or if a member is out of town and cannot attend the meeting, or if a member is ill and cannot attend the meeting, said member must contact the Judge Advocate prior to the meeting, and either provide judge Advocate with his vote, or designate a regular member in good standing to cast said member's vote.

SECTION 4: The counting of ballots and proxy/absentee votes, will be conducted by the Sergeant-at-Arms, and verified by the Judge Advocate. In the event that either of these officers is not available, the Commandant will select a member(s) of the officer board and/or staff to perform these functions.

SECTION 5: Election of officers shall be by secret ballot of regular members in good standing present at such meeting, and proxy votes as defined in Article IV, Section 3. A

simple majority shall be sufficient to elect.

SECTION 6: Elected and appointed officers shall be installed no later than the March General 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 7: A complete Report of Officer Installation (ROI) will be available for the installing official to verify and sign. The ROI must be submitted to the Department Paymaster no later than 15 days after the installation date.

SECTION 8: The terms of office for Elected and Appointed Officers shall be for a period of one (1) year and may stand for re-election or re-appointment.

ARTICLE V: Resignation, Death, or Impeachment of Officers

SECTION 1: In the event of the resignation or death of an elected or appointed officer during his or her term, the following procedure will be followed:

- A. If an officer tenders resignation from office, the resignation will be approved or denied by the Commandant and remaining elected officers. If denied, a meeting will be set for review with the resigning officer. If, after such meeting, that officer still wishes to resign, it will be approved.
- B. The replacement of an elected officer who has resigned or has died in office shall be at the initiation of the Commandant and elected officers remaining. After discussion and review of appropriate candidates to complete the vacated term, the Board shall appoint a replacement by vote, with such appointment being based upon a simple majority vote of the Board. The recommended officer designate shall then be voted on by the membership at the next regular business meeting. A simple majority of those regular members in good standing present and voting shall be sufficient to confirm the appointment.
- C. In the event of resignation or death of an appointed officer, the Commandant and elected officers shall appoint a qualified individual to fulfill the unexpired term of office.

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 as required by National, Department and/or Detachment #1426 bylaws, the following steps shall be taken, notwithstanding charges and rights of the officer, which shall not be denied, and will be followed according to National and Department bylaws.

- A. In addition to issues mentioned in the above paragraph, if an elected or appointed officer has missed two (2) consecutive general meetings, or two (2) consecutive scheduled officer meetings, or has been absent from three (3) or more general meetings within a 12 month period, or three (3) or more officer meetings within a 12 consecutive month period, that officer may be subject to actions as described in Section 2, B and C, depending on the disposition of any discussion and extenuating circumstances as reviewed by the Board of Trustees. Any subsequent actions will be directed by the Board of Trustees.
- B. The remaining elected officers will meet with the officer to discuss the situation and, if the situation warrants, to request such officer's resignation based upon unanimous vote of the Board of Trustees (Officer Board).
- C. If the situation warrants, and the officer does not wish to resign, impeachment charges shall be drafted by the Officer Board through the Judge Advocate, and shall be presented to the membership the next schedule regular membership meeting. An officer who is subject of this impeachment proceeding shall have the right to prepare a statement of his/her position or defense to be considered by the membership, during his/her impeachment proceedings. The member facing impeachment may prepare his/her statement or seek outside council. If the member seeks outside council the cost of producing such statement of position or defense shall be borne by the charged officer. A vote of two-thirds (2/3) of the regular members in good standing and present at the regular membership meeting shall force the resignation of an elected officer.
- D. In the event the officer holds an appointed office, the Commandant and elected officers will follow the procedures set forth in Article V Section 2 (A). In the event the appointed officer does not tender his/her resignation, the Board of Trustees (Officer Board) may remove such appointed officer from office by unanimous vote.

ARTICLE VI: Meetings

SECTION 1: The Detachment shall have not less than one (1) meeting per month, on a week and day of the month to be determined by the Officer Board, and concurred with by a majority of the membership. In the event that the day of the meeting is changed, notice of the

change will be sent by first class mail, email, or telephone call to all current members in good standing. In the event of an emergency, such as war or an Act of God, contact by telephone or most expedient communications capability will be made.

SECTION 2: Other general or special meetings may be called by the Board of Trustees (Officer Board) as the business of the Detachment requires. Any decisions made during a special meeting must them be approved by a simple majority of members in good standing. This may be done by electronic vote.

SECTION 3: A meeting of the officers, both elected and appointed, should take place at a mutually acceptable time on a monthly basis, but in no case not less than at least (6) times per year to plan and administer the business of the Detachment.

SECTION 4: Quorum:

- A. A quorum for purposes of voting at a regular meeting of members shall consist of those members present and in good standing.
- B. A quorum for purposes of voting at an officers meeting shall be at least five officers or three members of the board of trustees.
- C. In addition, where mandated or desirable, a phone or email vote is also acceptable. In the case of a phone or email vote a simple majority from members in good standing will be required for a measure to pass.

ARTICLE VII: Committees

SECTION 1: The elected officers may appoint such standing or ad hoc committees and projects from time to time, as they deem appropriate to assist in the performance of the business of the Detachment.

SECTION 2: The members of such committees and projects serve at the pleasure of the Board of Trustees (Officer Board).

ARTICLE VIII: Fiscal and Financial

SECTION 1: The fiscal year for the Detachment is from 1 July to 30 June of the next

succeeding year.

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 June 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 membership and conservative evaluation and estimates.

- A. The budget will be approved by a voice vote of all members in good standing attending such June 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 by all members in good standing attending the same meeting shall be taken immediately.
- B. In the event a proposed budget is not approved by the members in good standing present and voting at the June meeting, a new budget will be presented at the next general membership meeting. The voting procedure to adopt such a revised budget shall set forth in Article VIII, Section 2 (B). Necessary expenditures will be allowed to be made for a period no later than October 31, should the first or subsequent budgets not be approved. However, this will have no impact on membership transmittals for which dues and fees have been received from members.

SECTION 3: Authorization levels for the expenditure of unbudgeted amounts, or for amounts in excess of those approved by the general membership, for emergency or necessary purposes in the conduct of the business of the Detachment, may be proposed by the Board of Trustees (Officer Board), and approved by the membership at a general meeting. The limits established in this Section (A) and (B) if proposed for change or modification, require an amendment (per Article X) to this article and Section. The Board of Trustees (Officer Board) will make its proposal based on requirements and the level of the treasury of the Detachment, and will adhere to the advice and consent of the Detachment members.

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, and reporting budget status to the Officer Board and the Detachment membership.

- A. The Commandant may approve the expenditure of up to and including \$150.00 for a non-budgeted expense in his good judgment.
- B. The Commandant and the elected officers may approve the expenditure of between \$150.00 and up to and including \$300.00 for non-budgeted expense.

- C. Any non-budgeted expenditure in excess of \$300.00 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 (A), (B), (C)).
- B. Expenditures, regardless of budget or other authorizations, 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 Board 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 three 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 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. Programs 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 activities. An amount for administrative purposes may be transferred to the Reserve Account as provided in (2)(a) below. Direct costs may also be paid from the account as provided in (2)(a) below. The use of funds will be used for programs that are charitable in nature, that may include, but are not limited to such programs as "Toys for Tots", youth programs and support, veterans and V.A.V.S. functions, assistance and support to Marines and Detachment members in distress (see(2)(b-e) of this Section), and other. Donors will be encouraged to donate to the programs "as a whole" rather than specific programs. However, if specific donations are made, those funds will be earmarked for that specific program.

- (a) In support of the Detachment in soliciting funds and donations, and in consideration of time and expenditure, direct costs for generating funds for the programs account are to be deducted from programs account revenues. In addition, a percentage to be determined by the Board of Trustees (Officer Board), and concurred upon by a majority of the membership voting at a regular meeting, shall be transferred to the Reserve Account for backup to the Programs Account and for other Detachment purposes, but in no event shall this amount exceed (twenty-five) 25%.

- (b) In addition to such other financial accounts as the Detachment may establish, an assistance and support fund for Marines and Members shall be established within the Programs Account. These funds shall be expended only in the event of immediate and dire financial need of a Marine, former Marine, their immediate family, or Detachment member. Expenditure of not more than \$300.00 to any one recipient may be made by the elected officers, but only upon a favorable vote to do so by at least three (3) members of the Board of Trustees (Officer Board). Any expenditure of an amount in excess of \$300.00 to any one recipient requires a favorable majority vote of those members present and voting at the regular general meeting at which the question is presented.

The expenditure of such funds shall be normally be in the form of a loan, only. Unless otherwise proposed by the Officer Board, and confirmed by majority vote of the membership, the loan shall be interest free. The recipient shall sign a note which shall set the repayment terms. The note(s) shall reside with the Paymaster, and status shall be reported to the Officer Board quarterly, or on request.

Such expenditures may be in the form of a donation but, whatever the amount, such expenditure can be made only upon majority vote of the members in good standing present and voting at the general membership meeting at which the question is presented.

The anonymity of the person or family receiving such loan or donation shall be maintained to all members of the Detachment other than the Officer Board and appropriate members of the Officer staff.

3. Reserve Account: This account should be established as an interest bearing/income producing account to serve as a backup in times of need for the Programs Account, and the Operations Account. The source of funds for this account may be through donations, drawings, or fund raising events/activities not related to specific charitable programs. In addition it is to be used for Detachment related functions and programs that are of primary benefit to Marines and members, such as, but not limited to, the Marine Corps Birthday, periodic picnics/parties, membership recruiting, acquisition of merchandise fees for events to raise money for Detachment specific functions, and other. The Officer Board shall establish a minimum to be maintained in the account. Authority to drop below this minimum for emergency situations shall be by majority vote of the Officer Board, and reported to the members of this Detachment at the next general meeting.
 4. Other Accounts: Other Accounts may be established by the Officer Board and Staff as may be required for the conduct of Detachment business. These accounts will be for a specific purpose, such as, but not limited to, a building and maintenance fund, fund to acquire specific equipment or furnishings, fund for cash sales inventory, and other.
- B. Each account opened for Detachment #1426 shall require two (2) signatures on checks and financial documents. There shall be three officers of the Detachment authorized to sign checks and financial documents - Commandant, Paymaster, and Senior Vice Commandant. If necessary, the Commandant may designate up to two additional officers (elected or appointed) as having signing authority, but, in every instance, a check or financial document must be signed by the Paymaster and/or Commandant.

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 finding 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.

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 National and Department policies.

SECTION 2: The Board of Trustees (Officer Board), 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 or his designate and the Color Guard Commander shall assure proper appearance of members in uniforms, particularly at public functions, ceremonies and parades. In the absence thereof, the National policies shall prevail.

SECTION 3: There are three (3) Marine Corps League uniforms that are described in the National policy - **Undress, Casual, and Formal**. These three uniforms, and any others subsequently adopted by National, shall be considered to be official Marine Corps League uniforms for Detachment wear.

SECTION 4: The Detachment may design an informal uniform for work details that may include, but is not limited to, Detachment specific shirts and caps, and other. Design for such uniforms shall be proposed by the Board of Trustees (Officer Board), including costs, and shall be approved by a majority vote of the members at a regular meeting.

SECTION 5: Federal law allows the wearing of the Marine Corps Uniform on special occasions, to include weddings, funerals, patriotic holidays and events, and days of particular interest to Marines. In the event the Marine Corps uniform is an option for one of these occasions, members are advised that the uniform shall be worn properly and within regulation, which includes grooming standards and matters of personal weight and appearance. The Marine Corps uniform should never be dishonored through improper or inappropriate wear.

ARTICLE X: Amendments

SECTION 1: These bylaws may be amended in any manner prescribed or permitted by law, or by the bylaws of the National and Department, or by a majority vote of those regular members in good standing, present and voting at a regular meeting by the written assent of a majority of the regular members in good standing.

SECTION 2: In the event any issue arises that is not covered by these bylaws, the Detachment shall refer to National and Department bylaws. In the event such issue is not covered by National or Department bylaws, the Board of Trustees (Officer Board), with advice and counsel of the Judge Advocate, shall make a decision which shall be reported to the members at the next general meeting.

SECTION 3: Bylaws revision history

Detachment #1426 Bylaws will not have revision numbers. Instead, the Revision Date is used to identify a particular Bylaws revision. The most current copy is the copy on the Detachment website.

Revision Date	Comments
02 Mar 2015	Draft until adopted by vote in General Membership.
17 Mar 2015	Adopted by vote on 17 Mar 2015 General Meeting. 17 Mar 2015 is the adopted version with minor corrections as discussed in Feb meeting.
13 Jun 2015	Signature page received back from State and added. Detachment number added. Website was corrected to www.CollinMCL.org
7 Jul 2015	Added the date the national charter was issued and the name of the Department of Texas Commandant.
7 Jul 2016	Revised Article III, Section 1, B , by removing the stipulation: “Only regular members may hold officer positions in the Detachment.”

We, Nathan Hanson, Commandant LCpl Jacob D. Hayes Detachment, Bryan Gee, Senior Vice Commandant LCpl Jacob D. Hayes Detachment, Richard Perez, Junior Vice Commandant LCpl Jacob D. Hayes Detachment, and Shawn Keefe, Judge Advocate LCpl Jacob D. Hayes Detachment do hereby certify that the forgoing By-Laws of the LCpl Jacob D. Hayes Detachment, Marine Corps League were accepted unanimously by a 100% majority at a duly called meeting on the 17th day of March, 2015.

Attested

Nathan Hanson, Commandant
LCpl Jacob D. Hayes Detachment

Bryan Gee, Senior Vice Commandant
LCpl Jacob D. Hayes Detachment

Richard Perez, Junior Vice Commandant
LCpl Jacob D. Hayes Detachment

Shawn Keefe, Judge Advocate
LCpl Jacob D. Hayes Detachment

Alex Azar, Department Judge Advocate
Department of Texas Marine Corps League

- end of bylaws -