



SAINT PETER AMERICAN LEGION AUXILIARY UNIT #37 STANDING RULES

Section 1:

1. The Auxiliary year will begin on August 1 and end on July 31.
2. Monthly meetings will take place September – May with voting of officers in June.
3. No monthly meetings will be conducted in July or August.
4. The regular Auxiliary meetings shall be held on the 2nd Monday of each month at 5:30 PM.
5. Seven members shall constitute a quorum.
6. The Auxiliary dues shall be \$35.00 for senior members and \$10.00 for junior members. The Auxiliary Treasurer is to forward to the Department Auxiliary dues for each member by December 31 of each year or they shall be considered delinquent.
7. Only members who have remitted their annual dues in full before December 31 shall be allowed to vote at the annual meeting.
8. If using poppy cans, the sealed cans must be opened in the presence of at least 1 Auxiliary member.
9. The Auxiliary shall sell New Years Eve bingo cards on December 31 of each year and keep the proceeds to donate towards community non-profits.
10. If a member presents themselves intoxicated at any Auxiliary meeting; the President of Auxiliary Representative can ask them to leave.
11. Cards will be sent to members who are ill and/or in the hospital
12. The Auxiliary at any time may volunteer and clean the basement under the kitchen and dispose of items to keep it safe and tidy.
13. The Auxiliary at any time may volunteer to clean the kitchen and work with House Committee representative to keep our health inspection to the standard.
14. The Auxiliary is committed to assisting Gambling by hosting a minimum of six bingo evenings a year.

Section 2:

1. The Auxiliary Executive Committee is comprised of (President/1st Vice/2nd Vice/Treasurer/Secretary/ Membership/ Past President) shall set up the budget for the upcoming year prior to the September monthly meeting. The budget is to include:
 - A. The maximum budget amount of scholarship monies per year cannot exceed \$500. The recipient of the scholarship must be a relative of a Veteran. If there are more qualified recipients, the money will be divided equally.
 - C. Girls State fee is to be paid by the Unit Auxiliary. \$35.00 is to be given to the Girls State representative when she returns to the Unit to give a report. The money is a reimbursement for purchase of the Girls State souvenirs. A flag pin will be presented when she reports to the Unit about Girls State.
 - D. Donations to various community, District and Department programs will be voted on at meetings.
 - E. Memorials: 1 red rose to be given at the time of death of an auxiliary member to be used as the family wishes. Sympathy cards will be sent.
 - F. If an Auxiliary member wishes money for a special project, requests should be brought before the Unit meetings for approval.
 - G. In case of emergencies, a vote by offices in person or email for approval amount to Auxiliary member in good standing.
 - H. Any request for money must be made in person to the Unit. Any request shall be presented to the Executive Committee of the Unit.

Section 3:

1. Nominating: Nominating shall begin in April, be presented in May, and voted upon in June. Installation of officers shall be in September.
2. The annual meeting shall be held in June for the election of officers. Newly elected officers will take office at the September meeting.
3. All officers and chairmen shall present their reports at the annual meeting.
4. The months of July and August there will be no meetings but keep obligations to gambling for volunteering for bingo card selling. The President can always call a meeting in these months if they see necessary.
5. Roberts Rules of Order, revised, shall govern all matters not covered by State and National Constitutions and By-Laws and Unit Standing Rules.

Adopted on December 9, 2024