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November 15, 2022

Mr. Darrell Daniels, Adjutant  
Holland Chapter #14  
Disabled American Veterans  
P.O. Box 1696  
Holland, MI 49422

EIN: 38-6103274

Dear Adjutant Daniels:

The Constitution and Bylaws for Holland Chapter #14, Department of Michigan, is hereby approved as of this date.

A copy of this document is being returned to Holland Chapter #14 along with a copy to the Department. A copy is also being retained in our permanent files here at National Headquarters for future reference.

Sincerely,

A handwritten signature in blue ink that reads 'Michael E. Dobmeier'.

Michael E. Dobmeier  
National Judge Advocate

MED:cmb  
Enclosure

c: Department of Michigan

**CONSTITUTION AND BYLAWS OF  
CHAPTER # 14 HOLLAND MICHIGAN**

**CONSTITUTION**

**ARTICLE I – NAME**

The name of this chapter shall be HOLLAND #14 DAV (Disabled American Veterans.)

**ARTICLE II – PURPOSE**

The purpose of this chapter is to fulfill our promises to the men and women who served, and in furtherance of that purpose, to support the programs of the Disabled American Veterans as provided in the National Constitution and Bylaws and regulations of the National Executive Committee.

**ARTICLE III – MEMBERSHIP**

**3.1 Membership**

Membership in this chapter shall conform to the requirements set forth in the National Constitution and Bylaws.

**3.2 Classifications**

There shall be no associate, special or honorary memberships in this chapter.

### **3.3 Eligibility**

Any man or woman, who was wounded, gassed, injured or disabled in the line of duty during time of war, while in the service of either the military or naval forces of the United States of America, and who has not been dishonorably discharged or separated from such service, or who may still be in active service in the armed forces of the United States of America is eligible for membership in the Disabled American Veterans. Others, who are disabled while serving with any of the armed forces of any nations associated with the United States of America as allies during any of its war periods, who are American citizens and who are honorably discharged, are also eligible.

### **3.4 Membership transfer**

Members of one chapter may secure a transfer of membership to another chapter, with the approval of the receiving chapter. Upon notification the National organization will notify all chapters concerned. No transfer shall take effect as dues, credit or voting strength until the beginning of the fiscal year following the completion of the transfer.

## **ARTICLE IV - ADMINISTRATION**

4.1 The administrative affairs of this chapter shall be vested in the Chapter Executive Committee in emergencies only. All other actions of the chapter executive committee must be ratified by a majority vote of those chapter members present and voting at the next regular meeting.

4.2 The Chapter Executive Committee shall be composed of the Commander, Senior vice Commander, Junior Vice Commander, Treasurer and any other elected Chapter officers.

4.3 At the time specified in the chapter bylaws, the chapter shall elect annually a Commander, Senior Vice Commander, Junior Vice Commander, Adjutant and Treasurer. Such other officers as may be necessary to operate the chapter may be appointed by the Commander, with the approval of the chapter. Neither the Commander or Vice Commander may serve as the chapter adjutant or treasurer.

## ARTICLE V – EXECUTIVE

The executive power of this chapter shall be vested in the chapter Commander.

## ARTICLE VI – AUXILIARY

This chapter recognizes a DAV Auxiliary, subject to such supervision as conforms with the National and Department Constitution and Bylaws of both organizations.

## ARTICLE VII – AMENDMENTS

This constitution may be amended at any chapter meeting by a vote of two-thirds of those chapter members present and voting, subject to approval of the Department and the National Judge Advocates and effective only after the date of said approval, provided that any such amendment is read at two (2) meetings and that all chapter members were notified of the proposed change prior to each of the two (2) meetings.

## ARTICLE VIII – MEETINGS

8.1 Regular meetings will be held the first(1<sup>st</sup>) Tuesday of each month, or designated by the commander and approved by the chapter members.

8.2 Special meetings may be called at the discretion of the Commander provided that all members are notified in time to attend such meetings.

8.3 All meetings will start at 7:00 PM (1900 hours) sharp unless otherwise authorized by the chapter.

# **BYLAWS**

## **ARTICLE I – ORGANIZATION**

**Section 1:** This chapter recognizes the national organization known as DAV (Disabled American Veterans ), incorporated by an act of congress and affirms its allegiance and subordination to the National Organization, its Constitution, Bylaws and all rules, mandates and regulations promulgated pursuant thereto. Upon dissolution of the chapter, the assets remaining after the payment of its debts shall be distributed as provided in Article 6 of the national bylaws.

**Section 2:** The governing body of this chapter shall be the chapter in session, except as otherwise provided in this constitution and bylaws.

**Section 3:** Minutes of the meetings of the chapter, including the chapter executive committee, shall be kept and be available for inspection by any chapter member.

## **ARTICLE 2 – CHARTER**

The charter of this chapter, issued by the National Executive Committee, is its authority to function and shall be displayed behind the Commander's station all regular meetings.

## **ARTICLE 3 – EXECUTIVE COMMITTEE**

**Section 1: The chapter executive committee shall be composed of the Commander, Senior Vice Commander, Junior Vice Commander, Treasurer, and any other elected chapter officers.**

**Section 2: Meetings of the chapter executive committee will be held on the third (3<sup>rd</sup>) Tuesday of each month or at the request of a majority of its members, made in writing to the Commander.**

**Section 3: Appointed officers, committee chairmen and other chapter members may attend the chapter executive meetings, but without the right to vote.**

**Section 4: A majority of the members of the executive committee shall constitute a quorum.**

**Section 5: The chapter executive committee may act for the chapter only in emergencies and at all other times recommend courses of action to the chapter in session.**

**Section 6:** There shall be a corporation fund for operating, and maintaining the chapter. The fund to be controlled by the board of directors.

**Section 7:** The board of directors will consist of seven (7) members. Two (2) will be members elected each year for a three (3) year term. The board will also consist of the immediate past Commander with voting powers. The sitting commander will be an honoray member with no vote unless one or more members are absent. The Commander shall appoint a member to fill a vacancy on the board.

**Section 8:** The Secretary and Treasurer shall make a monthly report to the chapter as to the board of directors functions, including a financial report.

**Section 9:** No member of the board of directors shall hold the office of president and treasurer at the same time.

**Section 10:** The board of directors shall keep an up to date record of all equipment in the corporation.

**Section 11:** Corporation and chapter records shall be kept in separate books.



**Section 12: Corporation books shall be audited at the end of each fiscal year by a CPA firm.**

## **ARTICLE 4 – OFFICERS**

**Section 1: The chapter shall elect annually a Commander, Senior Vice Commander, Junior Vice Commander, Chaplain, Adjutant and a Treasurer. Neither the chapter Commander nor any Vice Commander may serve as chapter Adjutant or Treasurer.**

**Section 2: The commander, with the approval of the chapter; shall appoint the chapter committees.**

**Section 3: A chapter officer report shall be submitted to the State Department and National Organization within ten (10) days after the installation of newly elected or appointed chapter officers or in the event of any subsequent change in the chapter officers during the membership year.**

**Section 4: There shall be no voting by proxy or voting by absentee ballot.**

**Section 5: The Commander shall be the presiding officer at all chapter meetings. In his/her absence, the duty will fall to the next highest officer in line of succession who is present at the meeting.**

**Section 6: The Senior Vice Commander shall be the membership chairman and a such is responsible for campaigns to increase membership. He/she shall assist the Commander in preserving order, to preside in the absence of the Commander and shall perform such other duties as the laws and ritual require.**

**Section 7: The treasurer shall receive and immediately deposit all chapter funds in a bank account in the name of the chapter without any deductions or offsets. He/she shall make authorized disbursements only by checks or vouchers signed by the treasurer and countersigned by the commander. He/she shall keep a system of accounts approved by the chapter and shall preserve all receipts and checks or vouchers for payments made. He/she shall render a monthly report of receipts and expenditures to the chapter not later than the first regular chapter meeting following the last day of each calendar month. An annual financial report, audited by an accredited CPA and approved by the chapter shall be in compliance to the state, national guidelines.**

**Organization within ninety (90) days after the close of the accounting year of the chapter, as required by national bylaws.**

**Section 8:** The Adjutant is responsible for keeping the chapter's official correspondence. He/she must keep detailed records of the chapter's meetings and business affairs. All motions considered by the chapter should be recorded along with the names of the members who make a second or speak on motions. The Adjutant is responsible for the membership records and should make certain they are kept up to date.

At each business meeting, the Adjutant should read the minutes of the preceding meeting and make sure that a motion of approval or rejection is passed.

At each chapter meeting, the Adjutant should read all correspondence received between meetings and see that all matters which require action by the chapter are disposed of. He/she should answer all correspondence promptly and file copies of the response with the chapter records.

The Adjutant shall work closely with the commander, Treasurer and other chapter officers in order to efficiently carry out the duties of the office.

**Section 9:** Upon election, or appointment, and installation of the successor to such chapter office, all chapter property in his/her possession shall be surrendered to the newly installed officer.

**Section 10:** the Chaplain may perform the duties of his/her station as set forth in the official DAV ritual. He/she shall visit the sick and comfort the families of those members who pass away. He/she may be responsible for encouraging attendance at DAV conducted funerals and the proper conduct thereof. Subject to the direction of the chapter, he/she shall act as the hospital visitation chairman and with the

approval of the chapter, he/she may appoint one or more members to assist him/her as such chairman.

## **ARTICLE 5 – QUALIFICATIONS**

Any person who is a member of this chapter shall be eligible to any elective or appointive office in this chapter, except as otherwise provided in this constitution and bylaws.

## **ARTICLE 6 – TENURE OF OFFICE**

Section 1: Officers for the chapter shall be nominated during the MARCH meeting and again immediately prior to the APRIL election meeting.

Section 2: elected and appointed officers shall be installed within thirty (30) days of their election or appointment. They shall serve for one(1) year or until newly elected or appointed officers have been installed.

Section 3: Unexcused absence of any officer for three (3) consecutive meetings shall be cause for removal by the chapter and the commander is empowered to appoint a chapter member to serve the unexpired term, subject to the approval of the chapter.

**Section 4:** In the event the office of Commander shall be vacated for any reason, the Senior Vice Commander shall be elevated to Commander, Junior Vice Commander to Senior Vice Commander and the vacancy filled as outlined in paragraph 1 of this section.

**Section 5:** It shall require a majority vote of those chapter members present and voting to elect a candidate for any chapter office. It shall also require a majority of votes cast to elect delegates or alternates to a State or national convention.

## **ARTICLE 7 – MEMBERSHIP**

**SECTION 1:** No new applicant shall be denied chapter membership if he or she meets the eligibility requirements as set forth in the National constitution and bylaws.

**Section 2:** Only members of the chapter in good standing are eligible to vote on any motion or at any election.

**Section 3:** Members of another chapter may secure a transfer of membership to this chapter, with the approval of the membership of this chapter.

## **ARTICLE 8 – FINANCES**

**Section 1:** The treasurer or other designated officer shall deposit all monies in the name of the chapter and shall countersign with the Commander or other designated chapter officer on all checks. There shall be no "pre-signed" chapter checks for convenience purposes or

otherwise. Signatures must be added only after the payee, date and amount sections of the check have been completed.

Section 2: The treasurer or other designated chapter officer shall be charged with handling normal finances in the operation of the chapter.

Section 3: Membership dues shall be as provided in the National bylaws.

Section 4: All corporation funds shall be deposited in a federally insured bank.

## **ARTICLE 9 – MEETINGS**

Section 1: Regular meeting date, time and location shall be determined by majority vote of the chapter in session.

Section 2: The chapter must hold at least four (4) regular meetings with a quorum present within a membership year.

Section 3: Special meetings of the chapter may be called by the Commander whenever the Commander may deem it necessary or when the Commander is requested in writing to do so by ten (10) or more chapter members.

Section 4: Rules of the chapter meetings shall be as follows:

Rule 1: A quorum shall consist of seven (7) members in good standing of which at least two (2) must be elected chapter officers.

**Rule 2: Robert's Rules of Order, shall govern the chapter in all cases to which they are applicable and in which they are not inconsistent with this constitution and bylaws, the Department constitution and bylaws or the National constitution and bylaws.**

## **ARTICLE 10 – COMMITTEES**

**Section 1: All chapter committees will meet at the call of the chairman or Commander, or as otherwise provided in this constitution and bylaws.**

**Section 2: Committees shall consist of not less than three (3), but not more than seven (7) members (except as may otherwise be herein provided), including the chairman, committees shall be appointed by the Commander, with the approval of the chapter, with the exception of the nominating committee which shall be elected by the chapter.**

**Section 3: The chapter shall have an audit committee composed of at least three (3) members of the chapter, excluding the Commander, Senior Vice Commander, Treasurer, Adjutant and finance committee chairman. The audit committee shall conduct an annual audit with the requirements of the National bylaws.**

## **ARTICLE 11 – MISCELLANEOUS**

**Section 1: These bylaws may be amended at any chapter meeting by a vote of two thirds of those chapter members present and voting, subject to the approval of the Department and National Judge Advocates, and effective only after the date of said approval, provided that any such amendment is read at two (2) meetings and that chapter members were notified of the proposed change prior to each of the two (2) meetings.**

**Section 2: A copy of this constitution and bylaws shall be properly affixed to the back of the framed charter to prevent its loss and in order that it may always be available for reference.**

**Section 3: To the extent to which any of the provisions of this constitution and bylaws are, or may at any time become inconsistent or in conflict with the provisions of the constitution and bylaws and lawful mandates, decisions and regulations of either the governing State department or the National organization, as now in force or as hereafter amended or adopted, this instrument shall be deemed amended so as to conform thereto.**

**Section 4: All disciplinary actions shall be conducted in accordance with Article 16 of the National bylaws and applicable regulations of the National Executive Committee.**

**Adopted after this second and final reading on 7.5.22**



ASSETS (CORPORATION)

Memorial home building	Bingo proceeds (including the kitchen)
Memorial home property	Building rental receipts
Bingo equipment	Building fund
Tables and chairs	Bingo checking account

ASSETS (CHAPTER)

Office equipment	Flags
Time deposits	Flower drive receipts
Commander's equipment	Commander's magnetic signs for car
Wheelchairs, walkers, canes, etc.	

ADR First Read - 6-7-22  
2nd Read 7-5-22



COMMANDER, CHAPTER 14



ADJUTANT, CHAPTER 14

  
DEPARTMENT JUDGE ADVOCATE

  
NAIONAL JUDGE ADVOCATE

I CERTIFY that the within constitution and/or by-laws does not conflict with those of the National Organization, and to that extent, is approved.

Date: 11/15/2022  
DAV National Judge Advocate