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November 2, 2016

Mr. Wayne A. Benson, Commander
Big Rapids Chapter #18
Disabled American Veterans
402 N. Michigan
Big Rapids, MI 49307

EIN: 38-6143142

Dear Commander Benson:

The Constitution and Bylaws for Big Rapids Chapter #18, Department of Michigan, is hereby approved as of this date.

A copy of this document is being returned to Big Rapids Chapter #18, a copy is being sent to the Department of Michigan, and a copy is being retained in our permanent files here at National Headquarters for future reference.

Sincerely,

COPY

MICHAEL E. DOBMEIER
National Judge Advocate

MED:kgb
Enclosure

c: Department of Michigan

bc: J. Marc Burgess
Barry A. Jesinoski
Michael E. Dobmeier



DISABLED AMERICAN VETERANS CHAPTER 18

402 North Michigan
Big Rapids, Michigan 49307

As revised October 13, 2016

CONSTITUTION

ARTICLE I – NAME

The name of this Chapter shall be "BIG RAPIDS CHAPTER No. 18, DISABLED AMERICAN VETERANS" (DAV).

ARTICLE II – PURPOSE

The purpose of this Chapter is to fulfill our promise 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 By-Laws and Regulations of the National Executive Committee.

ARTICLE III – MEMBERSHIP

Membership in this Chapter shall conform with the requirements set forth in the National Constitution and Bylaws. There shall be no associate, special or honorary memberships in this Chapter.

ARTICLE IV – ADMINISTRATION

Section 1: The administrative affairs of this Chapter shall be vested in the Chapter Executive Committee in emergencies only and all other actions of the Chapter Executive Committee must be ratified by a majority vote of those Chapter members present and voting at the regular Chapter meeting.

Section 2: The Chapter Executive Committee shall be composed of the Commander, Senior Vice Commander, and a Junior Vice Commander and any other elected Chapter officers.

Section 3: At the time specified in the Chapter Bylaws, the Chapter shall elect annually a Commander, Senior Vice Commander, and a Junior Vice Commander. 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 Chapter Commander nor any Chapter Vice Commander may serve as 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 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.

BYLAWS

ARTICLE 1 - 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 there to. 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 meeting 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 at 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(s), Treasurer and any other elected Chapter officers.

Section 2: Meeting of the Chapter Executive Committee will be called by the Commander 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 Committee meetings, but without the right to vote.

Section 4: A majority of the members of the Chapter 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 shall recommend courses of action to the Chapter in session.

ARTICLE 4- OFFICERS

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

Section 2: The Commander, with the approval of the Chapter shall appoint the Adjutant, Treasurer and Chapter Committees, with the exception of the Nominating Committee, which shall be elected by the Chapter.

Section 3: Such other officers as may be necessary to operate the Chapter may be appointed by the Commander, with the approval of the Chapter.

Section 4: 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 5: There shall be no voting by proxy or voting by absentee ballot.

Section 6: The Commander shall be the presiding officer at all Chapter meetings and, in his/her absence; the duty will fall to the next highest officer in line of succession who is present.

Section 7: The Senior Vice Commander shall be the Membership Chairman and, as such is responsible for campaigns to increase membership.

Section 8: 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 and approved by the Chapter Audit Committee, shall be submitted to the State Department and National Organization within ninety (90) days after the close of the accounting year of the Chapter, as required by the National Bylaws.

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

ARTICLES 5 QUALIFICATIONS

Section 1: 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.

ARTICLES 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 from 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. **An officer to be excused must notify the Commander or the Adjutant 48 hours prior to any meeting.**

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 Para 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: Member 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 one 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.

ARTICLE 9 – MEETINGS

Section 1: Regular Chapter meeting dates, 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 Chapter meetings shall be as follows:

Rule 1: A quorum shall consist of **five (5)** members in good standing, of which at least **three (3)** must be elected **or appointed** Chapter officers.

Rule 2: *Robert's Rules of Order, Revised* 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 National Constitution and Bylaws.

Rule 3: Discussion of personal grievances will not be in order on the floor unless introduced by the Grievance Committee or other Committees having the authority to consider any such matters.

Rule 4: Matters concerning only an individual member, with respect to his or her own personal interest, shall not be in order but may be taken before the proper committee.

Rule 5: Voting shall be by voice unless otherwise requested by at least seven (7) members.

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 in accordance 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 approval of the Department and National Judge Advocates, and effective only after 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.

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 regulation 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.

Section 5: The Chapter may direct that notice be sent to any elective or appointive officer who has failed to attend three (3) consecutive meetings of the Chapter or who, in the opinion of the Chapter, does not appear to be fulfilling the duties of his/her office, stating that at the next regular meeting (giving the time and place), the matter of his/her recall from office will be considered. At the meeting set forth in such notice, the Chapter by a vote of two-thirds of those Chapter members present and voting, may declare such office vacant and such officer recalled. If an elective officer, his/her approval of the office shall be filled by

nomination and election at the same meeting. If an appointive officer, the Commander shall appoint another member to fill such vacancy with the Chapter

The rules contained in *Robert's Rules of Order, Revised* 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

There shall be no voting by proxy or by absentee ballot. Only members in good standing and present shall be entitled to vote on any question or at any election. The presiding officer shall be entitled to vote only in case of a tie or where the voting is by written ballot


Each member accepting or retaining membership in the Chapter agree to be bound by this Constitution and Bylaws and the DAV National and Department Constitution and Bylaws, now in force or hereafter adopted or amended

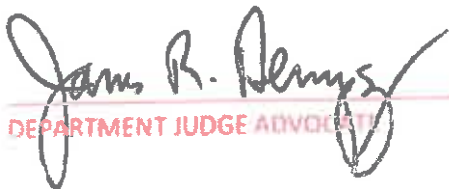
Except as otherwise expressly provided in the National Bylaws, the Chapter shall not sponsor or engage in, directly or indirectly, and fundraising project without the prior approval of the governing State Department or National Executive Committee, where required by the National Bylaws. If the Chapter is located in a state not having a State Department, it shall not take such a course without the prior approval of the National Executive Committee. All fundraising activities will be conducted in accordance with Article 15 of the National Bylaws and the Regulations of the National Executive Committee

The name of this Chapter or of the Disabled American Veterans must not be used in connections with any political, sectarian or labor dispute, or in any matter not directly related to wartime, service-disabled veterans. Nor shall the Chapter enter into or engage in any such activities. However nothing in this paragraph shall prohibit the Chapter from participating in political issues which have a direct bearing upon the welfare of America's disabled veterans.

Adopted after this second and final reading on October 13, 2016


CHAPTER COMMANDER


CHAPTER ADJUTANT


DEPARTMENT JUDGE ADVOCATE


NATIONAL 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: 11-2-16
DAV National Judge Advocate