



National Headquarters
3725 Alexandria Pike
Cold Spring, KY 41076
Phone (859) 441-7300
Fax (859) 441-1416
Toll Free (877) 426-2838
www.dav.org

September 7, 2016

Mr. Timothy W. Rankin, Commander
Buck Crosby Chapter #6
Disabled American Veterans
P.O. Box 611
Kalamazoo, MI 49004

SEP 19 2016

RECEIVED

EIN: 38-6143132

Dear Commander Rankin:

The Constitution and Bylaws for Buck Crosby Chapter #6, Department of Michigan, is hereby approved as of this date.

A copy of this document is being returned to Buck Crosby Chapter #6, a copy is being sent to the Department, and a copy is being retained in our permanent files here at National Headquarters for future reference.

Sincerely,

MICHAEL E. DOBMEIER
National Judge Advocate

MED:kgb
Enclosure

c: Department of Michigan



FULFILLING OUR PROMISES
TO THE MEN AND WOMEN WHO SERVED

**DISABLED AMERICAN VETERANS
BUCK CROSBY CHAPTER #6
P.O. BOX 611
KALAMAZOO, MI 49004**

**CONSTITUTION AND BY-LAWS
Of
BUCK-CROSBY CHAPTER #6
D.A.V.**

CONSTITUTION

ARTICLE I - NAME

The name of this chapter shall be "BUCK-CROSBY CHAPTER #6, DEPARTMENT OF MICHIGAN, DISABLED AMERICAN VETERANS."

ARTICLE II - PURPOSE

The Chapter supports the program of the Disabled American Veterans as defined in the National Constitution and By Laws.

ARTICLE III - MEMBERSHIP

Membership shall conform to requirements as set forth in the National Constitution and ByLaws.

ARTICLE IV - ADMINISTRATION

Section 1: The administration affairs of this Chapter shall be vested in the Executive Committee in emergencies only. All other actions of the Executive Committee must be ratified by a simple majority vote of the chapter

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

Section 3: At the time specified, the Chapter shall elect a Commander, Senior Vice Commander, Junior Vice Commander, Treasure and such other officers as may be necessary to operate the Chapter.

Section 4: All Chapter business, meeting and activities shall be conducted in accordance with provisions established in the Disabled American Veterans National Constitution, Bylaws and Regulations as amended.

ARTICLE V – EXECUTIVE

The executive authority of this Chapter shall be vested in the Chapter Commander.

ARTICLE VI – AUXILIARY

This Chapter recognizes an Auxiliary and a Dugout of the National Order of Trench Rats subject to Chapter supervision and conformity TO National and Departmental Constitutions and Bylaws.

ARTICLE VII – AMENDMENTS

Section 1: A two-thirds majority vote of those present and voting may amend This Constitution at any Chapter meetings.

Section 2: Proposed amendments must be read at two meetings prior to a vote. The Membership shall be notified in writing of proposed change(s) prior to each of the two meeting.

Section 3: Constitution changes are subject to approval of the Department and National Judge Advocate and become effective only after such approvals.

BYLAWS

ARTICLE I – ORGANIZATION

Section 1: This Chapter recognizes the National Organization known as Disabled American Veterans, Incorporated by 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 payments of its debts shall be distributed as provided in Article 6, section 6.4 Paragraphs 5 and 6 of the National Bylaws.

Section 2: Records of all Chapter proceedings and Executive Committee sessions shall be kept and open for inspection.

ARTICLE II – 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 III – EXECUTIVE COMMITTEE

Section 1: The Executive Committee shall be composed of the Commander, Senior Vice Commander, and First Junior Vice Commander. Second Junior Vice Commander, Treasurer, and all other elected Chapter Officers.

Section 2: Meeting of the executive Committee may be called by the commander, or by a written request of a majority of its members.

Section 3: Appointed Officers, Committee Chairman and members may attend Executive Committee meeting as observers.

Section 4: A majority of Executive Committee members shall constitute a quorum.

Section 5: The Executive Committee acts for the Chapter at large only in emergencies. Routine matters are to be recommended to the Chapter in session.

ARTICLE IV – OFFICERS

Section 1: The chapter shall elect a Commander, Senior Vice Commander, and First Junior Vice Commander. Second Junior Vice Commander, Treasurer, and such other officer as may be necessary for leadership and management of the chapter.

Section 2: The Commander with the approval of the Chapter shall appoint an Adjutant, Committee Chairman and Committee members and such other officers as necessary to carry out the business of the Chapter

Section 3: A Chapter Officer Report shall be submitted to the state Department and National organization within (10) days after the installation of newly elected or appointed Chapter Officers. Subsequent changes as may occur shall also be reported during the membership year.

Section 4: The Commander shall be the presiding officer. In his absence the duty will fall, in succession, to the next ranking officer present.

Section 5: The Senior Vice Commander shall be the Membership Chairman. The Membership Chairman is responsible for campaigns to increase membership.

Section 6: The Treasurer, or other designated officer, shall keep accurate records for all monies received or dispersed. Monies received shall be deposited on the next business day following receipt. A report on finances shall be made at each meeting. Financial reports shall be made available to any member submitting a request in writing. A financial report shall be submitted annually to the State Department and National Organization within ninety (90) days after the closing of the Chapter accounting year.

ARTICLE V – DUTIES

Section 1: The Commander, or in his absence, the next ranking officer, shall preside at all regular and/or special meeting of the Chapter.

Section 2: The Commander is responsible to review (approve or disapprove) and countersign all financial transactions Checks and vouchers).

Section 3: The commander is responsible that all Chapter business be conducted in accordance with the National Constitution Bylaws and Regulations as well as this Chapter Constitution and Bylaws

Section 4: The Senior Vice Commander, First Junior Vice Commander, Second Junior Vice Commander, Chaplain, and Historian, in the order named, shall perform the duties of the Commander in the event of his absence, resignation and/or demise until such time as a new Commander is elected by the membership.

Section 5: The Adjutant is responsible:

- To Maintain Chapter records, conduct correspondence, keep records, and conduct business affairs.
- Record all motions to include names of members making, seconding and/or speaking on motions considered.
- To maintain membership records and publish notification mailings for special meeting.
- Read minutes of prior meeting with a motion for acceptance or rejection. Read all correspondence, with proposed replies, and maintain Chapter files

Section 6: The Treasurer shall:

- Receive and deposit, no later than the next business day, all monies received in the Chapter Bank Account.
- Make authorized disbursements by check, signed by the treasurer and countersigned by the Commander.
- Maintain a Chapter Financial Ledger preserving a record for all transactions, receipts check and/or vouchers.
- Publish a monthly financial report to the membership not later than the first regular Chapter meeting following the last day of each Chapter month.
- Submit for audit quarterly reports for approval by a Chapter Audit Committee.
- Provide an annual financial report to the Audit Committee, State Department and National Service and Legislative Headquarters within ninety (90) days after the close of the accounting year of the Chapter.

Section 7: Chapter Chaplain duties include:

- Compliance with provisions set forth in the Official DAV Ritual.
- Visit the sick and comfort families of deceased members.
- Participation at DAV conducted funerals
- Subject to Chapter direction, act as hospital Visitation Chairman and, with Chapter approval; appoint members to assist in these duties

Section 8: Chapter Historian duties include:

- Maintain a current and permanent Chapter history.
- Serve as Chapter Public Information Officer.
- Provide Newspaper, Radio, Television and DAV National and Department publication with news releases on Chapter and Member community activities.

Section 9: Chapter Service Officer duties include: Advise and assist veterans disabled in line-of-duty to document and submit legitimate claims to appropriate governmental agencies.

Section 10: The Chapter Commander shall appoint such other officers, and committee chairmen as may be voted upon by a majority of the members present at a regularly scheduled meeting of the membership.

Section 11: Chapter elective or appointive office incurs fiduciary responsibilities as follows:

- Service shall be rendered gratuitously. Members are not entitled to reimbursement for any sums advanced, incurred or spent unless expressly authorized by the Chapter at a regularly scheduled meeting.
- No Chapter member, regardless of elective or appointed office, shall have authority to incur any expense or obligation to bind the Chapter unless by prior majority vote of the membership at a regularly scheduled meeting.
- Acceptance of elective or appointive office is an obligation by the member to perform such duties with integrity, the best of one's ability and devotion to the best interests of the DAV, Chapter membership and good citizenship to our nation.

ARTICLE VI – SUCCESSION, ELECTIVE AND APOPOINTIVE

Incumbents of elective and appointive office accept the obligation to surrender to successors all records, property and all other such matters, written or otherwise relating to the performance of office to assure continuity of Chapter business and in the interest of the membership.

ARTICLE VII – QUALIFICATIONS

ANY Chapter member in good standing shall be eligible to hold any elective or appointive office in this Chapter.

ARTICLE VIII – TENURE OF OFFICE

Section 1: Officers shall be nominated during the April meeting and reopened again immediately prior to the May election meeting.

Section 2: Elected and appointive officers shall be installed prior to the annual Department Convention. They shall serve for one (1) year or until such time as newly elective or appointive replacement officers are installed.

Section 3: Unexcused absences of any officer from three (3) consecutive meetings or failure to perform duties by elective or appointive offices shall be a basis for review and/or removal. In such eventualities the Executive Committee will review facts and circumstances and make appropriate recommendation to the Commander. If necessary the Commander is empowered, with approval of the Chapter, to appoint a member to serve the unexpired term.

Section 4: In the event the office of Commander is vacated for any reason, the Senior Vice Commander shall be elevated to Commander, First Junior Vice Commander to Senior Vice Commander and the remaining vacancy filled as outlined in Section 3, above.

Section 5: A majority of votes is required to elect a candidate for office, delegates or alternatives to a State or National Convention. When the number of delegates or alternatives is fewer than the number to which the Chapter is entitled, all candidates nominated shall be declared elected.

ARTICLE IX – MEMBERSHIP

Section 1: Eligibility requirements, as set forth in the National Constitution and Bylaws establish the basis for membership. No applicant meeting these requirements may be denied Chapter membership.

Section 2: Members of another chapter may secure a transfer of membership to this Chapter, with the approval of the membership of this Chapter.

ARTICLE X – FINANCES

Section 1: The Treasurer shall deposit all monies, following receipt, into the Chapter bank account no later than the next business day.

Section 2: The Treasurer, or other designated officer, is charged with finances in the operation of the Chapter.

Section 3: In the absence of the Treasurer the Chapter Commander will designate an alternative temporarily to perform the functions of the treasurer.

Section 4: Membership dues shall be as provided in the National Bylaws.

ARTICLE XI – CHAPTER MEETING

Section 1: Chapter meeting shall be held monthly at a place and time determined by a majority vote of the membership in session.

Section 2: Chapter meetings shall be conducted in accordance with the following rules:

- Seven (7) members in good standing shall constitute a quorum.
- Robert’s Rule of Order, as Revised shall govern Chapter Meetings.
- Personal grievances are out of order unless presented by the Grievance Committee.
- Individual matters solely of personal interest are out of order at Chapter Meetings. Personal matters may be taken before the appropriate Chapter Committee.
- Voice vote shall rule unless otherwise requested by at least seven (7) members or the Commander.

ARTICLE XII – COMMITTEES

Section 1: Committees will meet at the call of the Chairman or Chapter Commander.

Section 2: Committees shall consist of not less than three (3) or more than seven (7) members, including the Chairman.

Section 3: The commander with the approval of the chapter appoints Committees with the exception of the Nominating Committee, which shall be elected by the Chapter Membership.

Section 4: The Chapter Commander shall be a non-voting member on all Committees, with exception of the nominating and Audit (Trustee) committees on which the Commander serves as a voting member.

Section 5: The Chapter shall have an Audit Committee, hereinafter known as the Trustee Committee. This Committee will include at least three (3) members of the Chapter

excluding the Commander, Senior Vice Commander, Treasurer, and Adjutant. This Committee will conduct an annual audit in accordance with Article 9, Section 9.3 of National Constitution, Bylaws and Regulations, Disabled American Veterans

Section 6: The Audit (Trustee) Committee will audit Chapter Financial records quarterly.

ARTICLE XIII - MISCELLANEOUS

Section 1: These Bylaws may be amended at any Chapter meeting by a vote of two-thirds of those Chapter member present and voting, subject to approval of the Department and National Judge Advocates, and effective only after date of said approval, provided that 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: To prevent loss, a copy of this constitution and Bylaws shall be permanently affixed to the back of the framed Chapter Charter and shall remain available for reference.

Section 3: This Constitution is subject to approved changes in the State or National Department Constitution and Bylaws as may come into force, or amended, and will be revised to conform to State or National lawful mandates, decisions and regulations.

Section 4: All disciplinary actions will be handled in accordance with Article 16 of the DAV National Constitution, Bylaws and Regulations as amended.

Section 5: The initials "DAV" used in this Constitution and Bylaws refers to the "Disabled American Veterans"

Section 6: The masculine shall include the feminine and the singular shall include the plural, and vice versa, as may be used in this Constitution and Bylaws.

Attest: _____

Adopted after this second and final
Reading on the 27 day,
of APRIL, 2016



ADJUTANT (CHAPTER)



COMMANDER (CHAPTER)



DEPARTMENT JUDGE ADVOCATE



NATIONAL JUDGE ADVOCATE

I CERTIFY that the text of constitution and bylaws is identical with those of the National Organization, and to that extent, is approved.

Date: 9-7-16
DAV National Judge Advocate