

May 5, 2008

Mr. Linwood S. Hall, Sr. Vice Commander
L. L. Merrill, Sr. Chapter #3
Disabled American Veterans
1024 Tyler Ave.
Annapolis, MD 21403

Dear Mr. Hall:

The Constitution and Bylaws for L. L. Merrill, Sr. Chapter #3, Department of Maryland, is hereby approved as of this date.

A copy of this document is being returned to Chapter #3, a copy is being sent to the Department of Maryland, 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:as
Enclosure

c: Department of Maryland ✓

CONSTITUTION AND BYLAWS OF

DISABLED AMERICAN VETERANS

L. L. MERRILL SR. CHAPTER #3

ANNAPOLIS MARYLAND

CONSTITUTION

ARTICLE I – NAME

The name of the organization shall be L.L. Merrill Sr., Chapter #3, Department of Maryland, DISABLED AMERICAN VETERANS.

ARTICLE II – PURPOSE

The purpose of this Chapter is to build better lives for all of our nation's disabled veterans and their families and, in furtherance of the 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

Membership in this Chapter shall conform to the requirements as 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 next regular Chapter meeting.

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

Section 3: At the time specified in the Chapter Bylaws, the Chapter shall elect annually a Commander, Senior Vice Commander, Junior Vice Commander, and a 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 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 to 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 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 payment of its debts shall be distributed as provided in Article 6, Section 6.4, Paragraphs 5 and 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 at 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, Treasurer and any other elected Chapter officers.

Section 2: Meetings 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, Junior Vice Commander, and a Treasurer. 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 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 keep an accurate record of all monies received and disbursed and shall deposit any monies received as soon as possible. The Treasurer shall make a report on Chapter finances at each meeting and records shall be open to any member when a request is made in writing through the Executive Committee. An annual financial report, in accordance with the requirements of the National Bylaws, shall be submitted to the State Department and National Organization within ninety (90) days after the close of the accounting year of the Chapter.

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

ARTICLE 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.

ARTICLE 6 – TENURE OF OFFICE

Section 1: Officers for the Chapter shall be nominated during the February meeting and nominated again immediately prior to the March election meeting. Officers will be installed in accordance with Article 6, section 2.

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.

(A): 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 Section 3 above.

Section 4: 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 one other designated Chapter officer on all checks.

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

- (A) The accounting/fiscal year will be July 1 to June 30.
- (B) An audit of the Chapter records will be conducted each year after the close of the accounting/fiscal year. (See ARTICLE 10, Section 3 for the rules governing the selection of the Audit Committee.)
- (C) A copy of the Chapter's Annual Financial Statement, signed by members of the Audit Committee, will be forwarded to the Department Office not later than ninety (90) days after the close of the accounting/fiscal year.

Section 3: All Fund Raisers will be held in accordance with the Department Bylaws.

- (A) Fund-raising affairs and drives will only be conducted after receiving written approval from the Department Commander.
- (B) The Forget-Me-Not-Drive will not be conducted any time other than the month designated by the Department Commander.

Section 4: 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 seven (7) members in good standing of which at least two (2) must be elected 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 the 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) nor more than seven (7) members, including the Chairman, except as otherwise directed by the Commander. 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 each year at the close of each fiscal year.

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.

- (A) 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.
- (B) 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 2: All disciplinary actions shall be conducted in accordance with Article 16 of the National Bylaws and applicable Regulations of the National Executive Committee.

ATTEST: _____

Adopted after this second and final reading
on the 4th day of June, 2007.

Niran M. Corneliusen James Sherrod L. Earle III
ADJUTANT (CHAPTER) COMMANDER (CHAPTER)

Michael J. Quinn Michael E. Quinn
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: 5-5-08

DAV National Judge Advocates