

Recommended changes to the  
Department of North Dakota Standing Rules

As of

*Resolution for Revisions as Proposed by Gilbert C. Grafton Unit 2, Fargo*

CURRENT	CHANGES	FINAL
<p><b>Rule 2:</b></p> <p><b>2. Withdrawals of funds including Girls State and Past Presidents Parley, shall be signed by the Department Treasurer and Department Secretary.</b></p> <p>a) A statement of funds issued, and financial reports forwarded monthly to the Department President, Department Secretary and Department Finance Board members.</p> <p>b) Past President Parley President shall receive a monthly statement of Parley funds.</p> <p>c) The Girls Sate Chairman shall receive a monthly statement of Girls State funds.</p> <p><i><u>Rationale: Convenience for the Girls State Chairman and timely issuance of checks to the venue and staff.</u></i></p>	<p><b>Rule 2:</b></p> <p>2. Withdrawals of funds including Girls State and Past Presidents Parley, shall be signed by the Department Treasurer <del>and</del> or Department Secretary.</p> <p>a) A statement of funds issued, and financial reports forwarded monthly to the Department President, Department Secretary and Department Finance Board members.</p> <p>b) Past President Parley President shall receive a monthly statement of Parley funds.</p> <p>c) The Girls Sate Chairman shall receive a monthly statement of Girls State funds.</p>	<p><b>Rule 2:</b></p> <p>2. Withdrawals of funds including Girls State and Past Presidents Parley, shall be signed by the Department Treasurer or Department Secretary.</p> <p>a) A statement of funds issued, and financial reports forwarded monthly to the Department President, Department Secretary and Department Finance Board members.</p> <p>b) Past President Parley President shall receive a monthly statement of Parley funds.</p> <p>c) The Girls Sate Chairman shall receive a monthly statement of Girls State funds.</p>

1|Page 2025 Resolution by Gilbert C Grafton Unit 2 Fargo, ND – these changes were prepared and brought to the 2024 Department Convention but were not allowed to be presented. We hereby request that these changes be considered for approval at the 2025 Department Convention slated for June 27-29, 2025 to be held in Fargo, ND.

<p><b>Rule 6:</b></p> <p><b>The North Dakota Veterans Home (Director) shall submit financial reports to the Department Secretary. The Department Secretary will provide copies of the reports to the Department President, Department Treasurer, Department Finance Board, and Department VAR Chairman.</b></p>	<p><b>Rule 6:</b> Remove this provision, the ALA no longer assigns the director, the position is part of the NDVH.</p> <p><del><b>The North Dakota Veterans Home (Director) shall submit financial reports to the Department Secretary. The Department Secretary will provide copies of the reports to the Department President, Department Treasurer, Department Finance Board, and Department VAR Chairman.</b></del></p>	
<p><b>Rule 8:</b></p> <p><b>The expense for Department Convention will be paid for all Department Officers and Department Chairmen as recommended on the Expense Reimbursement form. (a) Chairmen's expenses are to be taken from their respective funds and (b) Department Officers expenses from the General Fund.</b></p>	<p><b>Rule 8:</b></p> <p>The expense for Department Convention will be paid for all Department Officers and Department Chairmen as recommended on the Expense Reimbursement form.</p> <p>(a) Chairmen's expenses are to be taken from their respective funds.</p> <p>(b) Department Officers expenses from the General Fund.</p>	<p><b>Rule 8:</b></p> <p>The expense for Department Convention will be paid for all Department Officers and Department Chairmen as recommended on the Expense Reimbursement form.</p> <p>(a) Chairmen's expenses are to be taken from their respective funds.</p> <p>(b) Department Officers expenses from the General Fund.</p>

<p><b>Rule 9:</b></p> <p><b>The Department President's stipend shall be paid in quarterly installments (July, October, January, and April) with the first payment made within one week following installation.</b></p> <p><b>a) Effective with administrative year 2019-2020, the Department President shall present receipts and log of expenses to the Department Secretary quarterly. The Department Secretary will forward copies of those receipts to the Department Finance Board for review.</b></p> <p><b>b) The stipend payments are an allowance to defray travel, housing, meals, and other expenses incidental to duties of the office of Department President.</b></p> <p><b>c) In addition to the above-mentioned stipend, the following expenses will be reimbursed to the Department President with receipts.</b></p> <p><b>1c) Department President's (share) of housing accommodations at the Organizational meeting, Winter Conference, Department Convention, and National</b></p>	<p><b>Rule 9:</b></p> <p>The Department President's stipend shall be paid in quarterly installments (July, October, January, and April) with the first payment made within one week following installation.</p> <p>Insert:</p> <p><i><b>a) Department President is responsible for recording and tracking expenses related to this stipend.</b></i></p> <p><i><b>Remove a) no longer required</b></i></p> <p><del><b>a) Effective with administrative year 2019-2020, the Department President shall present receipts and log of expenses to the Department Secretary quarterly. The Department Secretary will forward copies of those receipts to the Department Finance Board for review.</b></del></p> <p>b) The stipend payments are an allowance to defray travel, housing, meals, and other expenses incidental to duties of the office of Department President.</p> <p>c) In addition to the above-mentioned stipend, the following expenses will be reimbursed to the Department President with receipts.</p> <p>(*) Department President's <i><b>(Insert 1/2 rate of</b></i></p>	<p><b>Rule 9:</b></p> <p>The Department President's stipend shall be paid in quarterly installments (July, October, January, and April) with the first payment made within one week following installation.</p> <p>a) Department President is responsible for recording and tracking expenses related to this stipend.</p> <p>b) The stipend payments are an allowance to defray travel, housing, meals, and other expenses incidental to duties of the office of Department President.</p> <p>c) In addition to the above-mentioned stipend, the following expenses will be reimbursed to the Department President with receipts.</p> <p>(*) Department President's (1/2 rate of single room or share of a shared room) for housing accommodations at the Organizational meeting, Winter Conference, Department Convention.</p> <p>d) The following courtesies will be extended to the Department President and the NEC;</p> <p>(*) Department Convention banquet tickets</p> <p>(*) Winter Conference banquet tickets.</p>

<p><b>Convention.</b></p> <p><b>2c) Round trip airfare to the location of the National Convention.</b></p> <p><b>d) The following courtesies will be extended to the Department President and the NEC; Department Convention and Winter Conference Banquet tickets and a ticket to one of the National Banquets held at National Convention.</b></p>	<p><i>single room or share of a shared room)</i> for housing accommodations at the Organizational meeting, Winter Conference, Department Convention, and <del>Remove National Convention.</del></p> <p><del>Remove 2c) Round trip airfare to the location of the National Convention.</del></p> <p>d) The following courtesies will be extended to the Department President and the NEC;</p> <ul style="list-style-type: none"> <li>(*) Department Convention banquet tickets</li> <li>(*) Winter Conference banquet tickets</li> </ul> <p><del>Remove and a ticket to one of the National Banquets held at National Convention.</del></p>	
<p><b>Rule 10:</b></p> <p><b>In the event of the short-term absence of the Department Treasurer, the Department Secretary, with the approval of the Department Finance Board, will write necessary checks for the proper function of this organization.</b></p> <ul style="list-style-type: none"> <li><b>a) Receipts of transactions are to be forwarded to the Department Treasurer for auditing after the return to normal business.</b></li> <li><b>b) The Department Secretary shall have a minimum of ten (10) checks to use in the Department Treasurer's absence.</b></li> </ul>	<p><b>Rule 10:</b></p> <p>In the event of the short-term absence of the Department Treasurer, the Department Secretary, with the approval of the Department Finance Board, will write necessary checks for the proper functioning of this organization.</p> <ul style="list-style-type: none"> <li><del>a)</del> Receipts of transactions are to be forwarded to the Department Treasurer for auditing <del>after the return to normal business. Of</del> <b>INSERT following the Treasurer's return.</b></li> <li><del>a) The Department Secretary shall have a minimum of ten (10) checks to use in the Department Treasurer's absence. Replace with:</del> <b>b) The Department Secretary shall</b></li> </ul>	<p><b>Rule 10:</b></p> <p>In the event of the short-term absence of the Department Treasurer, the Department Secretary, with the approval of the Department Finance Board, will write necessary checks for the proper functioning of this organization.</p> <ul style="list-style-type: none"> <li><del>b)</del> Receipts of transactions are to be forwarded to the Department Treasurer for auditing following the Treasurer's return.</li> <li><del>e)</del> The Department Secretary shall maintain checks in the Department Office to pay Department Office related expenses that may include: (office copier lease, poppy</li> </ul>

	maintain checks in the Department Office to pay Department expenses that may include: (office copier, lease, poppy materials, etc. with invoice receipts copied to the Department Treasurer)	materials, etc. with invoice receipts copied to the Department Treasurer)
<b>Rule 13:</b>  All appointed delegates at sessions of the American Legion Auxiliary National Convention and Department Convention must attend all business sessions.  Unexcused absences from business session of the Department Convention will cause forfeiture of the per diem for that day.	<b>Rule 13: Incorporate into Rules for Department Convention or National Convention</b>  <del>All appointed delegates at sessions of the American Legion Auxiliary National Convention and Department Convention must attend all business sessions.</del>  <del>Unexcused absences from business session of the Department Convention will cause forfeiture of the per diem for that day.</del>	
<b>Rule 18:</b>  No special statewide Department project(s) shall be instituted without prior approval of the Department President and a majority, 51% or greater, of the Department Executive Committee.	<b>Rule 18:</b>  No special statewide Department project(s) shall be instituted without prior approval of the Department President and a majority, 51% or greater, of the Department Executive Committee. <b>INSERT: If the project involves Department budget funds it shall be presented to the Finance Board for approval and accountability.</b>	<b>Rule 18:</b>  No special statewide Department project(s) shall be instituted without prior approval of the Department President and a majority, 51% or greater, of the Department Executive Committee.  If the project involves Department budget funds it shall be presented to the Finance Board for approval and accountability.

<p><b>Rule 20:</b></p> <p>Department Bylaws: Article, Department Committees, Section 1, Number 2, <u>Finance Board</u> shall consist of a chairman, and two additional members with the terms of normal office being three years with two members holding over annually. No member shall serve for more than six years in the Department. At least one member of the Finance Board must be a Past Department President. If a board member leaves mid-term, the Department President shall appoint someone to fill that position.</p>	<p><b>Rule 20:</b></p> <p>Department Bylaws: Article, Department Committees, Section 1, Number 2, <b>The Department Finance Board</b> shall consist of a chairman, and two additional members with the terms of normal office being three (3) years with two members holding over annually.</p> <p><b>The Department's Finance Board Chairman shall be the most senior serving board member of those previously appointed</b></p> <p>No member shall serve for more than six (6) years <del>in the Department</del> <b>on the Department Finance Board</b>. At least one member of the Finance Board must be a Past Department President.</p> <p>If a board member leaves mid-term, the Department President shall appoint someone to fill that <del>position</del> <b>vacancy</b>.</p>	<p><b>Rule 20:</b></p> <p>Department Bylaws: Article, Department Committees, Section 1, Number 2, The Department Finance Board shall consist of a chairman, and two additional members with the terms of normal office being three (3) years with two members holding over annually.</p> <p>The Department's Finance Board Chairman shall be the most senior serving board member of those previously appointed</p> <p>No member shall serve for more than six (6) years <i>on the Department Finance Board</i>. At least one member of the Finance Board must be a Past Department President.</p> <p>If a board member leaves mid-term, the Department President shall appoint someone to fill that vacancy.</p>

<p><b>Rule 25:</b></p> <p>The incoming District President will provide a Past District President 's pin to the outgoing District President. This purchase is to be made from District funds and shall be presented at the fall District meeting. The pin should be purchased from Emblem Sales.</p>	<p><b>Rule 25:</b></p> <p>The incoming District President will provide a Past District President pin to the outgoing District President. This purchase is to be made from District funds and shall be presented at the <b>Fall</b> District meeting. The pin should be purchased from <b>American Legion Flag and Emblem Sales Catalog. <del>Emblem Sales.</del></b></p>	<p><b>Rule 25:</b></p> <p>The incoming District President will provide a Past District President pin to the outgoing District President. This purchase is to be made from District funds and shall be presented at the Fall District meeting. The pin should be purchased from American Legion Flag and Emblem Sales Catalog.</p>
<p><b>Rule 29:</b></p> <p>Poppy orders will be brought to the Winter Conference.</p> <ul style="list-style-type: none"> <li>a) The unit member picking up poppies should sign a receipt and take their poppies.</li> <li>b) )Poppies not picked up at Winter Conference will be mailed to units by the Poppy Chairman.</li> <li>c) Poppy Chairman will utilize poppy postage allocation to pay the cost of mailing poppies.</li> </ul>	<p><b>Rule 29:</b></p> <p><del>Poppy orders will be brought to the Winter Conference.</del></p> <ul style="list-style-type: none"> <li><del>d) The unit member picking up poppies should sign a receipt and take their poppies.</del></li> <li><del>e) )Poppies not picked up at Winter Conference will be mailed to units by the Poppy Chairman.</del></li> <li><del>f) Poppy Chairman will utilize poppy postage allocation to pay the cost of mailing poppies.</del></li> </ul> <p><b>Poppy orders will not be delivered at the Winter Conference.</b></p> <p><b>If ordered by November 1, poppy orders will be mailed to units by March 1, utilizing the poppy postage allocation.</b></p>	<p><b>Rule 29:</b></p> <p>Poppy orders will not be delivered to the Winter Conference.</p> <p>If ordered by November 1, poppy orders will be mailed to units by March 1, utilizing the poppy postage allocation.</p>



<p><b>Rule 30::</b></p> <p>The incoming District Presidents and Department Chairman will meet with the outgoing District Presidents and Department Chairmen to exchange files before closing of the Department Convention.</p> <ul style="list-style-type: none"> <li>a) The files should include if available, three years of financial information and three years of administrative records; and for District presidents, the District President Handbook should be included.</li> <li>b) Each District President and Department Chaiman shall obtain the 'Handbook' for her program and pay a deposit of \$10 at the beginning of the term. Upon the return/exchange of this 'Handbook', the deposit will be refunded under 'Other Expenses' on the Expense Reimbursement Form. Poppies not picked up at Winter Conference will be mailed to units by the poppy Chairman.</li> </ul>	<p><b>Rule 30::</b></p> <p><del>The incoming and outgoing Department Presidents shall meet with the incoming and outgoing District Presidents and Department to exchange files before closing of the Department Convention.</del></p> <ul style="list-style-type: none"> <li>a) The files should include if available, three years of financial information and three years of administrative records; and for District presidents, the District President Handbook should be included.</li> <li><del>b) Each District President and Department Chaiman shall obtain the 'Handbook' for her program. and pay a deposit of \$10 at the beginning of the term. Upon the return/exchange of this 'Handbook', the deposit will be refunded under 'Other Expenses' on the Expense Reimbursement Form. Poppies not picked up at Winter Conference will be mailed to units by the poppy Chairman.</del></li> <li>⇒ The District President's 'Handbook' is available from the Department Office and can be found on the department website</li> </ul>	<p><b>Rule 30::</b></p> <p>The incoming and outgoing Department Presidents shall meet with the incoming and outgoing District Presidents and Department to exchange files before closing of the Department Convention.</p> <ul style="list-style-type: none"> <li>a) The files should include if available, three years of financial information and three years of administrative records; and for District presidents, the District President Handbook should be included.</li> <li>↳ Each District President and Department Chaiman shall obtain the 'Handbook' for her program.</li> <li>⇒ The District President's 'Handbook' is available from the Department Office and can be found on the department website</li> </ul>
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<p><b>Rule 31:</b></p> <p>The Department Secretary will develop a working calendar listing operational deadlines for the Message, Unit Mailings, National Program Action Plans, etc. (a) Share the calendar with all DEC members and Department Chairmen at the organizational meeting each year. (b) This calendar should also appear on the Department webpage, <a href="http://www.ndala.org">www.ndala.org</a>.</p>	<p><b>Rule 31:</b></p> <p><del>The Department Secretary will develop a working calendar listing operational deadlines for the Message, Unit Mailings, National Program Action Plans, etc. (a) Share the calendar with all DEC members and Department Chairmen at the organizational meeting each year. (b) This calendar should also appear on the Department webpage, <a href="http://www.ndala.org">www.ndala.org</a>.</del></p> <p>The Department Secretary will develop a working calendar listing operational deadlines for "The Message", Unit Mailings, National Program Action Plans, etc.</p> <ul style="list-style-type: none"> <li>a) Share the calendar with all DEC members and Department Chairmen at the organizational meeting each year.</li> <li>b) This calendar should also appear on the Department webpage, <a href="http://www.ndala.org">www.ndala.org</a>.</li> </ul>	<p><b>RULE 31:</b></p> <p>The Department Secretary will develop a working calendar listing operational deadlines for "The Message", Unit Mailings, National Program Action Plans, etc.</p> <ul style="list-style-type: none"> <li>a) Share the calendar with all DEC members and Department Chairmen at the organizational meeting each year.</li> <li>b) This calendar should also appear on the Department webpage, <a href="http://www.ndala.org">www.ndala.org</a>.</li> </ul>

<p><b>Rule 34:</b></p> <p>The Department President's home District President shall assist the Department President and the Department Office to arrange a Department President's Recognition event either as a stand-alone event or one coordinated with the Legion's Department Commander.</p>	<p><b>Rule 34:</b></p> <p>The Department President's home District President shall assist the Department President and the Department Office to arrange a Department President's Recognition event either as a stand-alone event or one coordinated with the Legion's Department Commander.</p> <p>a) In the event of a visiting National Auxiliary , a Department Coffee Meet and Greet shall take place during the visit of the National dignitary.</p>	<p><b>Rule 34:</b></p> <p>The Department President's home District President shall assist the Department President and the Department Office to arrange a Department President's Recognition event either as a stand-alone event or one coordinated with the Legion's Department Commander.</p> <p>In the event of a visiting National Auxiliary , a Department Coffee Meet and Greet shall take place during the visit of the National dignitary.</p>
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<p><b>Rule 35:</b></p> <p>The total annual dues of the Department of North Dakota shall be twenty-five dollars ((\$25.00) per annum for senior members and seven dollars and fifty cents (\$7.50) per annum for junior dues, transmitted annually through the Department Secretary to the Department Treasurer. This shall include the National and Department Per capita as follows: National dues of twelve (\$12.00) per annum for senior members and Department dues of thirteen (\$13.00) for Senior member and this shall include the National and Department per capita per annum as follows for Junior member. National dues of two dollars and fifty cents (\$2.50) for junior members and Department dues of five dollars(\$5.00) per annum for junior members effective in the 2021 membership year.</p>	<p><b>Rule 35:</b></p> <p>The total annual dues of the Department of North Dakota shall be <del>twenty-five dollars</del> <del>((25.00)</del> <b>thirty-one dollars (\$31.00)</b> per annum for senior members and seven dollars and fifty cents (\$7.50) per annum for junior dues, transmitted annually through the Department Secretary to the Department Treasurer. This shall include the National and Department per capita as follows: National dues of <del>twelve</del> <del>(\$12.00)</del> <b>eighteen dollars (\$18.00)</b> per annum for senior members and Department dues of thirteen dollars (\$13.00) for Senior members and this shall include the National and Department per capita per annum as follows for Junior member. National dues of two dollars and fifty cents (\$2.50) for junior members and Department dues of five dollars(\$5.00) per annum for junior members effective in the <del>2021</del> <b>2024</b> membership year.</p>	<p><b>Rule 35:</b></p> <p>The total annual dues of the Department of North Dakota shall be thirty-one dollars (\$31.00) per annum for senior members and seven dollars and fifty cents (\$7.50) per annum for junior dues, transmitted annually through the Department Secretary to the Department Treasurer. This shall include the National and Department per capita as follows: National dues of eighteen dollars (\$18.00) per annum for senior members and Department dues of thirteen dollars (\$13.00) for Senior members and this shall include the National and Department per capita per annum as follows for Junior member. National dues of two dollars and fifty cents (\$2.50) for junior members and Department dues of five dollars(\$5.00) per annum for junior members effective in the 2024 membership year.</p>
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<p><b>Rule 36:</b></p> <p><b>All requests for reimbursement of expenses are to be submitted with receipts to the Department Secretary no later than two (2) weeks following the end of the qualifying event: (Organizational Meeting, Winter Conference, Department Convention and/or National Convention)</b></p> <ul style="list-style-type: none"> <li><b>a) The Department Secretary will sign/approve all Expense Reimbursement forms, then forward same to the Department Finance Board Chairman for approval.</b></li> <li><b>b) The Department Finance Board Chairman will sign the expense reimbursement forms, then forward same to the Department Treasurer for payment.</b></li> <li><b>c) Reimbursement of expenses are to be paid by the Department Treasure within fourteen (14) days of receipts from the Department Finance Board Chairman.</b></li> </ul>	<p><b>Rule 36: <i>FIX TYPO</i></b></p> <p>All requests for reimbursement of expenses are to be submitted with receipts to the Department Secretary no later than two (2) weeks following the end of the qualifying event: (Organizational Meeting, Winter Conference, Department Convention and/or National Convention)</p> <ul style="list-style-type: none"> <li>a) The Department Secretary will sign/approve all Expense Reimbursement forms, then forward same to the Department Finance Board Chairman for approval.</li> <li>b) The Department Finance Board Chairman will sign the expense reimbursement forms, then forward same to the Department Treasurer for payment.</li> <li>c) Reimbursement of expenses are to be paid by the Department <i>Treasurer</i> within fourteen (14) days of receipts from the Department Finance Board Chairman.</li> </ul>	<p><b>Rule 36: <i>FIX TYPO</i></b></p> <p>All requests for reimbursement of expenses are to be submitted with receipts to the Department Secretary no later than two (2) weeks following the end of the qualifying event: (Organizational Meeting, Winter Conference, Department Convention and/or National Convention)</p> <ul style="list-style-type: none"> <li>a) The Department Secretary will sign/approve all Expense Reimbursement forms, then forward same to the Department Finance Board Chairman for approval.</li> <li>b) The Department Finance Board Chairman will sign the expense reimbursement forms, then forward same to the Department Treasurer for payment.</li> <li>c) Reimbursement of expenses are to be paid by the Department <b>Treasurer</b> within fourteen (14) days of receipts from the Department Finance Board Chairman.</li> </ul>
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<p><b>Rule 38</b></p> <p><b>38-b WINTER CONFERENCE (in-state event):</b></p> <ol style="list-style-type: none"> <li>1) Department Officers as defined by Bylaws; Department Officers as defined by Bylaws: Department Finance Board (3 members); (10 District Presidents, Department Parliamentarian; NEC, Alternate NEC; and members called in per Bylaws will receive mileage only, as recommended by the Finance Board and approved by the Department Executive Committee.</li> <li>2) Members of the Finance Board and/or the Department Executive Committee will forfeit mileage reimbursement if they do not attend their appropriate committee meeting.</li> </ol>	<p><b>Rule 38</b></p> <p><b>38-b WINTER CONFERENCE (in-state event):</b> <i><b>DEFINE called in members</b></i></p> <ol style="list-style-type: none"> <li>1) Department Officers as defined by Bylaws; Department Officers as defined by Bylaws: Department Finance Board (3 members); (10 District Presidents, Department Parliamentarian; NEC, Alternate NEC; and members called in per Bylaws will receive mileage only, as recommended by the Finance Board and approved by the Department Executive Committee.</li> <li>2) Members of the Finance Board and/or the Department Executive Committee will forfeit mileage reimbursement if they do not attend their appropriate committee meeting.</li> <li>3) <i>Called in members (in above statement and 38c below) are defined as those members who are called upon by the Department President/Department Office to participate in the Winter Conference program to present subject matter expertise, present educational and/or informational material to conference attendees.</i></li> <li>4) <i>The immediate Past Department President serves as the Alternate NEC from the close of her administrative year through the end of the next Winter Conference event or the National NEC meeting that occurs mid-January (approximately 7 months).</i></li> </ol>	<p><b>Rule 38</b></p> <p><b>38-b WINTER CONFERENCE (in-state event):</b></p> <ol style="list-style-type: none"> <li>1) Department Officers as defined by Bylaws; Department Officers as defined by Bylaws: Department Finance Board (3 members); (10 District Presidents, Department Parliamentarian; NEC, Alternate NEC; and members called in per Bylaws will receive mileage only, as recommended by the Finance Board and approved by the Department Executive Committee.</li> <li>2) Members of the Finance Board and/or the Department Executive Committee will forfeit mileage reimbursement if they do not attend their appropriate committee meeting.</li> <li>3) Called in members (in above statement and 38c below) are defined as those members who are called upon by the Department President/Department Office to participate in the Winter Conference program to present subject matter expertise, present educational and/or informational material to conference attendees.</li> <li>4) The immediate Past Department President serves as the Alternate NEC from the close of her administrative year through the end of the next Winter Conference event or the National NEC meeting that occurs mid-January (approximately 7 months).</li> </ol>
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<p><b>38-c Department Convention (in-state event)</b></p> <ol style="list-style-type: none"> <li>1) With the exception of the Department President, Department Officers as defined in Bylaws, Department Finance Board (3 members), and ten (10) District Presidents, Department Parliamentarian, NEC, and Alternate NEC will be allowed up to three days.</li> <li>2) Two days for Department Chairmen, Department Hospital Chairman, and Department Gift Shop Chairmen.</li> <li>3) One day for members called in per Bylaws.</li> </ol>	<p><b>38-c Department Convention (in-state event)</b></p> <ol style="list-style-type: none"> <li>1) With the exception of the Department President, Department Officers as defined in Bylaws, Department Finance Board (3 members), and ten (10) District Presidents, Department Parliamentarian, <del>and NEC</del> <del>NEC,</del> <del>and Alternate NEC</del> will be allowed up to three days.</li> <li>2) Two days for Department Chairmen, Department Hospital Chairman, and Department Gift Shop Chairmen.</li> <li>3) One day for members called in per Bylaws.</li> <li>4) <b>Unexcused absences of Department Officers from business sessions of the Department Convention will result in forfeiture of that day's per diem.</b></li> </ol>	<p><b>38-c Department Convention (in-state event)</b></p> <ol style="list-style-type: none"> <li>1) With the exception of the Department President, Department Officers as defined in Bylaws, Department Finance Board (3 members), and ten (10) District Presidents, Department Parliamentarian, and NEC will be allowed up to three days.</li> <li>2) Two days for Department Chairmen, Department Hospital Chairman, and Department Gift Shop Chairmen.</li> <li>3) One day for members called in per Bylaws.</li> <li>4) Unexcused absences of Department Officers from business sessions of the Department Convention will result in forfeiture of that day's per diem.</li> </ol>
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<p><b>Rule 39</b></p> <p>National Convention Delegates will be the following: (typically the Department of North Dakota is allowed eleven (11) delegates and the NEC.</p> <ul style="list-style-type: none"> <li>a) Outgoing Department President serves as the delegation chairman. In the event the outgoing Department President is unable to attend the National Convention, a Past Department President will be selected by the (outgoing) President to serve as the delegation chairman.</li> <li>b) Incoming Department President (if unable to attend the Department President-Elect will attend).</li> <li>c) Department Secretary (in the absence of the Department Secretary, the Department Treasurer will attend).</li> <li>d) NEC</li> <li>e) Incoming (5) District Presidents (from even numbered Districts in even numbered years or:</li> <li>f) Incoming (5) District Presidents (from odd numbered Districts in odd numbered years).</li> <li>g) Additional (National) delegates will be based on membership numbers.</li> <li>h) National delegation registration fees for all delegates and alternates will be paid by Department.</li> </ul>	<p><b>Rule 39</b></p> <p>National Convention Delegates will be the following: (typically the Department of North Dakota is allowed eleven (11) delegates and the NEC.</p> <ul style="list-style-type: none"> <li>a) <b>Outgoing Department President is described as the member/officer leaving office at the end of Department Convention. The incoming Department President/former President-Elect has not been officially installed as Department President until the closing of the National Convention.</b></li> <li>b) Outgoing Department President serves as the delegation chairman to finish out her year of service as Department President. In the event the outgoing Department President is unable to attend the National Convention, a Past Department President will be selected by the (outgoing) President to serve as the delegation chairman.</li> <li>c) Incoming Department President (if unable to attend the Department President-Elect will attend).</li> <li>d) Department Secretary (in the absence of the Department Secretary, the Department Treasurer will attend).</li> <li>e) NEC</li> <li><b>f) Incoming (5) District Presidents (from even numbered Districts in even numbered years or:</b></li> </ul>	<p><b>Rule 39</b></p> <p>National Convention Delegates will be the following: (typically the Department of North Dakota is allowed eleven (11) delegates and the NEC.</p> <ul style="list-style-type: none"> <li>a) Outgoing Department President is described as the member/officer leaving office at the end of Department Convention. The incoming Department President/former President-Elect has not been officially installed as Department President until the closing of the National Convention.</li> <li>b) Outgoing Department President serves as the delegation chairman to finish out her year of service as Department President. In the event the outgoing Department President is unable to attend the National Convention, a Past Department President will be selected by the (outgoing) President to serve as the delegation chairman.</li> <li>c) Incoming Department President (if unable to attend the Department President-Elect will attend).</li> <li>d) Department Secretary (in the absence of the Department Secretary, the Department Treasurer will attend).</li> <li>e) NEC</li> <li>f) Incoming (5) District Presidents (from even numbered Districts in even numbered years or:</li> </ul>
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	<p>g) Incoming (5) District Presidents (from odd numbered Districts in odd numbered years).</p> <p>h) Additional (National) delegates will be based on membership numbers.</p> <p>i) <b>A Northwest Division National Vice President from North Dakota will serve as a Department delegate and will be counted as one of the allotted delegates. This occurs approximated every seven (7) years.</b></p> <p>j) National delegate registration fees for all delegates and alternates will be paid by <b>the</b> Department.</p> <p><del>k) REWRITE: All appointed delegates at sessions of the American Legion Auxiliary National Convention and Department Convention must attend all business sessions.</del> <b>Department of North Dakota delegates to National Convention shall attend all business sessions.</b></p>	<p>g) Incoming (5) District Presidents (from odd numbered Districts in odd numbered years).</p> <p>h) Additional (National) delegates will be based on membership numbers.</p> <p>i) A Northwest Division National Vice President from North Dakota will serve as a Department delegate and will be counted as one of the allotted delegates. This occurs approximated every seven (7) years.</p> <p>j) National delegate registration fees for all delegates and alternates will be paid by the Department.</p> <p>k) <b>Department of North Dakota delegates to National Convention shall attend all business sessions.</b></p>
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<p><b>Rule 40</b></p> <p>With the exception of the Department President, all National Convention delegates will be reimbursed for expenses accompanied with receipts up to \$800.</p> <p>a) Alternated delegates to National Convention are not reimbursed for expenses.</p>	<p><b>Rule 40</b></p> <p><del>With the exception of the Department President, all National Convention delegates will be reimbursed for expenses accompanied with receipts up to \$800.</del></p> <p><b>All National Convention delegates will be reimbursed for expenses accompanied with receipts up to \$800.</b></p> <p>a) <del>Alternated</del> Alternate delegates to National Convention are not reimbursed for expenses.</p>	<p><b>Rule 40</b></p> <p>All National Convention delegates will be reimbursed for expenses accompanied with receipts up to \$800.</p> <p>a) Alternate delegates to National Convention are not reimbursed for expenses.</p>
<p><b>Rule 41</b></p> <p>The two (2) Department Pages are National Delegates and shall be selected by the Department President from the District Presidents attending the Convention. The Department President shall select Department Officers or select from the alternate delegates to fill vacant National Convention delegate positions if not already named as attendees.</p>	<p><b>Rule 41</b></p> <p>The two (2) Department Pages <del>are</del> <b>shall be</b> National Delegates and shall be selected by the <b>outgoing</b> Department President from the District Presidents attending the Convention. The <b>outgoing</b> Department President shall select Department Officers or select from the alternate delegates to fill vacant National Convention delegate positions if not already named as attendees.</p>	<p><b>Rule 41</b></p> <p>The two (2) Department Pages shall be National Delegates and shall be selected by the outgoing Department President from the District Presidents attending the Convention. The outgoing Department President shall select Department Officers or select from the alternate delegates to fill vacant National Convention delegate positions if not already named as attendees.</p>

<p><b>Rule 43:</b></p> <p>All motions and amendments to the Constitution and Bylaws, with applicable dates and original signatures, are to be maintained permanently in a 3-ring binder (hard paper copy), and electronic form (thumb drive or cloud storage).</p> <ul style="list-style-type: none"> <li>a) Motion and amendments will be handwritten or typed, signed, and sent to the Department Secretary no later than 30 days prior to Winter Conference and 60 days prior to Department Conventions.</li> <li>b) The Department Secretary will forward motions and amendments to all units for review.</li> <li>c) The Department Executive Committee shall review the amendments and motions at the Winer Conference or the Department Convention DEC meeting.</li> <li>d) The motions and amendments will be voted on at the next Department Convention.</li> <li>e) A copy of the meeting minutes showing approval or disapproval of motions and amendments shall be maintained in the same binder.</li> <li>f) The Department Vice President will review the motions and amendments annually and bring revisions and recommendations to the DEC at the annual organizational meeting.</li> </ul>	<p><b>Rule 43:</b></p> <p>All motions and amendments to the Constitution and Bylaws, with applicable dates and original signatures, are to be maintained permanently in a 3-ring binder (hard paper copy), and electronic form (thumb drive or cloud storage).</p> <ul style="list-style-type: none"> <li>a) Motion and amendments will be handwritten or typed, signed, and sent to the Department Secretary no later than 30 days prior to <del>the</del> Winter Conference <del>and</del> or 60 days prior to Department Conventions.</li> <li>b) The Department Secretary will forward motions and amendments to all units for review.</li> <li>c) The Department Executive Committee shall review the amendments and motions at the Winer Conference or the Department Convention DEC meeting.</li> <li>d) The motions and amendments will be voted on at the next Department Convention.</li> <li>e) A copy of the meeting minutes showing approval or disapproval of motions and amendments shall be maintained in the same binder.</li> <li>f) The Department Vice President will review the motions and amendments annually and bring revisions and recommendations to the DEC at the annual organizational meeting.</li> </ul>	<p><b>Rule 43:</b></p> <p>All motions and amendments to the Constitution and Bylaws, with applicable dates and original signatures, are to be maintained permanently in a 3-ring binder (hard paper copy), and electronic form (thumb drive or cloud storage).</p> <ul style="list-style-type: none"> <li>a) Motion and amendments will be handwritten or typed, signed, and sent to the Department Secretary no later than 30 days prior to the Winter Conference or 60 days prior to Department Conventions.</li> <li>b) The Department Secretary will forward motions and amendments to all units for review.</li> <li>c) The Department Executive Committee shall review the amendments and motions at the Winer Conference or the Department Convention DEC meeting.</li> <li>d) The motions and amendments will be voted on at the next Department Convention.</li> <li>e) A copy of the meeting minutes showing approval or disapproval of motions and amendments shall be maintained in the same binder.</li> <li>f) The Department Vice President will review the motions and amendments annually and bring revisions and recommendations to the DEC at the annual organizational meeting.</li> </ul>
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<p><b>Rule 50</b></p> <p>The Department President-Elect will be the Department Membership Chairman and the Department Vice President will serve as the Department Membership Co-Chairman.</p>	<p><b>Rule 50</b></p> <p><del>The Department President-Elect will be the Department Membership Chairman and the Department Vice President will serve as the Department Membership Co-Chairman.</del></p> <p><b>The Department Vice President shall serve as the Department Membership Chairman.</b></p> <p><b>The Department Membership Chairman will be reimbursed for mileage (at rate set by the DEC) for attending Fall District Meetings only: unless requested by the Department President to be the Department Representative at Spring District meetings.</b></p>	<p><b>Rule 50</b></p> <p>The Department Vice President shall serve as the Department Membership Chairman.</p> <p>The Department Membership Chairman will be reimbursed for mileage (at rate set by the DEC) for attending Fall District Meetings only: unless requested by the Department President to be the Department Representative at Spring District meetings.</p>
<p><b>Rule 52</b></p>	<p><b>Rule 52</b></p> <p><b>Poppy Poster winners in each age group will receive a twenty-five dollar (\$25) gift card.</b></p>	<p><b>Rule 52</b></p> <p>Poppy Poster winners in each age group will receive a twenty-five dollar (\$25) gift card.</p>
<p><b>Rule 53</b></p>	<p><b>Rule 53</b></p> <p><b>Americanism Essay winners in each age group will receive a twenty-five dollar (\$25) gift card and a certificate.</b></p>	<p><b>Rule 53</b></p> <p>Americanism Essay winners in each age group will receive a twenty-five dollar (\$25) gift card and a certificate.</p>
<p><b>Rule 54:</b></p>	<p><b>Rule 54 (New Proposed)</b></p> <p><b>The Department's Finance Board Chairman is an appointed position. This position serves as an ex-officio member of the DEC and is</b></p>	<p><b>Rule 54 (New Proposed)</b></p> <p>The Department's Finance Board Chairman is an appointed position. This position serves as an ex-officio member of the DEC and is required to</p>

	<b>required to attend Department Executive Committee meetings with voice, no vote.</b>	attend Department Executive Committee meetings with voice, no vote.
<b>Rule 55:</b>	<b>Rule 55 (New Proposed)</b>  <b>No Department Officer or Department Chairman should be assigned or be appointed to hold more than one (1) office and/or one (1) chairmanship or committee position at one time.</b>	<b>Rule 55 (New Proposed)</b>  <b>No Department Officer or Department Chairman should be assigned or be appointed to hold more than one (1) office and/or one (1) chairmanship or committee position at one time.</b>

Submitted March 24, 2025 by members of the Gilbert C Grafton Unit 2 Fargo, ND.