



**DETACHMENT BY-LAWS
WAYCROSS DETACHMENT #1333
MARINE CORPS LEAGUE, INC.
WAYCROSS, GA**

ARTICLE I - NAME

SECTION 1. The corporate name of this organization shall be the Waycross Detachment 1333 Marine Corps League, Inc. This Detachment is a subordinate unit of the Marine Corps League National Headquarter, Stafford, VA 22554, and is also a subordinate unit of the Department of Georgia, Marine Corps League. Marine Corps League National Headquarters is a duly qualified tax-exempt entity pursuant to the provisions of the Internal Revenue Code, Section 501(c)(4).

ARTICLE II – PURPOSE AND NATURE

SECTION 1. The objectives and purposes of this Detachment are:

- a) To preserve the traditions and to promote the interests of the United States Marine Corps;
- b) To band those who are now serving in the United States Marine Corps, eligible FMF Corpsmen, FMF Chaplains, and those who have been honorably discharged from the United States Marine Corps, together in fellowship that they may effectively promote the ideals of American freedom and democracy;
- c) To help fit its members for duties of citizenship and to encourage them to serve as ably as citizens as they have served our Nation under arms;
- d) To hold sacred the history memory of the men and women who have given their lives to the Nation;
- e) To foster love for the principles which they have supported by blood and valor since the founding of the Republic;
- f) To maintain true allegiance to American institutions;
- g) To create a bond of comradeship between those in the service and those who have returned to civilian life;
- h) To aid voluntarily and to render assistance to all Marines, FMF Corpsmen, FMF Chaplains, uniformed and civilian as well as their spouses, widows, orphans, and parents;
- i) To perpetuate the history of the United States Marine Corps, and by fitting acts to observe the anniversaries of historical occasions of particular interest to Marines.

SECTION 2. The Detachment is not organized and shall not be operated for pecuniary gain or profit. No part of the property of the corporation and no part of its net earnings shall inure to the benefit of or be distributable to any trustee, member, or other private individual. The Detachment shall never be authorized to engage in a regular business of a kind ordinarily carried on for profit or in any other activity except in furtherance of the purposes for which the Detachment is organized.

SECTION 3. No substantial part of the activities of the Detachment shall consist of attempting to influence legislation, by propaganda or otherwise. The Detachment shall not participate or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office.

SECTION 4. These detachment By-Laws are to conform to the By-Laws, administrative procedures, regulations, and policies of the Marine Corps League and Department of Georgia, Marine Corps League. Any by-law subsequently determined by the Department of Georgia or National Headquarters Marine Corps League to be inconsistent with said By-Laws, administrative procedures, regulations, or policies shall be null and void.

ARTICLE III – MEMBERSHIP

SECTION 1. Membership in this Detachment cannot be denied on the basis of race, religion, sex, creed, or national origin, as long as all other membership requirements are met.

SECTION 2. Any person who otherwise conforms to the requisites as to eligibility prescribed in the National By-Laws shall be eligible to become a member of this Detachment.

SECTION 3. Dues are necessary to provide the foundation of the Detachment's fiscal program. A portion of dues collected is submitted to the Department and National organizations to support their operations. The remainder is kept in the Detachment's treasury. The member dues to be paid shall never be less than what is required by National and the Department. The specific amount shall be set by the Board of Trustees, ratified by the general membership.

ARTICLE IV – ELIGIBILITY FOR MEMBERSHIP

SECTION 1. Regular Membership: Eligibility for a Regular Member shall be restricted to those persons meeting the requirements as set forth in Article 6, Section 600, of the National Constitution and the Marine Corps League By-Laws.

SECTION 2. Associate Membership: Associate membership is appropriate for those individuals not qualified for regular membership in the Marine Corps League or Marine Corps League Auxiliary and who espouse the principles and purposes of the Marine Corps League as contained in the Congressional Charter. Upon application to this Detachment, such a person may be accepted as an Associate Member. Associate Members, upon acceptance, will pay dues in the same amounts as prescribed for regular members, including initiation fees. They will receive a membership pin and card similar in design and style of the approved regular membership. Associate Members are entitled to all rights, privileges, and benefits of a Regular Member; except as follows: The Associate Member shall not vote for nor hold an ELECTED office in this Detachment. However, the Detachment will allow an Associate Member to vote on INTERNAL AFFAIRS, not affecting Marine Corps League policy. The Associate Member may be asked to serve on committees that have to do with internal affairs, but WILL NOT serve as Chairman of such. Associate Members have NO voting privileges on membership. Finally, they WILL NOT serve as Delegates or alternates to the National, Department, or Central Division Conventions or Staff meetings.

SECTION 3. Honorary Membership: At the discretion of the Commandant, he may issue an Honorary Membership status. To be awarded such a Membership, a person must have performed an extraordinary

service for his Nation, Community, USMC, USMCR, or the Marine Corps League. The privilege of belonging to the Marine Corps League organization is the only benefit that can be cherished. He/she will be presented a suitable certificate, commemorating the special occasion. There will be no fees involved with this membership; however, the membership card and the certificate will be furnished by National Headquarters.

SECTION 4. Life Membership: The distinction of being able to become a Life Member in the Marine Corps League has its rewards. The annual payment of dues is not required. Both Regular and Associate members are eligible for Life membership. The rules for Associate membership are not modified for acceptance into "Life Membership" status. The benefits that were yours when you were of regular r associate membership status are the same, but for LIFE.

SECTION 5. Delinquent Memberships: A member becomes a Delinquent member One (1) year after expiration of his/her dues. Once the member's dues are received by the paymaster, the membership becomes retroactive to the original due date. Refer to National By-Laws for further instructions.

SECTION 6. Oath of Membership: All members shall take the oath of membership in the Marine Corps League, as stated in the Marine Corps League Ritual Handbook. It is the responsibility of the sponsoring member to ensure that the new member will take the oath of membership as soon as possible but no later than ninety (90) days.

SECTION 7. Paid Up Annual Dues: For a Detachment member to be appointed or elected to attend any convention, the Marine's dues must be paid to date. The Marine must also be in "good standing" with the League. For a member to be renewed, he/she must have been initiated into the Marine Corps League. Annual dues shall follow procedures outlined in Article 6, Section 610, in the National Constitution and the Marine Corps League By-Laws.

SECTION 8. Service Verification: A prerequisite to recruiting prospective members is to have verified their Record of Service, i.e., DD-214 or Honorable Discharge Certificate. If a member of the League has firsthand knowledge of the Honorable service of prospective members who have served in the Marine Corps, this will be accepted as proof of record of service and will be documented as such until the proper documentation is secured by the member and provided to the Detachment Junior Vice Commandant. A copy of the member's eligibility papers shall be kept on file for archive purposes.

ARTICLE V – OFFICERS

SECTION 1. The organization of the Detachment shall be as follows:

- a) **Board of Trustees.** The Board of Trustees shall be comprised of the elected officers of the detachment, plus the Junior Past Commandant. It may include non-members who are prominent citizens known for their good judgment and executive expertise. Such non-members may be invited to sit on the Board by approval of a simple majority of elected officers. At no time will the number of such non-members exceed one-third.
- b) **Executive Staff.** The Executive Staff shall be comprised of the elected officers in Section 2 of this Article.
- c) **Special Staff.** The Special Staff shall be comprised of those appointed officers and committee chairpersons who are appointed by the Commandant, ratified by the Board of Trustees, and whose

responsibilities are limited by purpose or duration to particular events, objectives, or scope. This includes project officers and special events chairpersons. The Special Staff members serve at the pleasure of the Commandant and their term shall expire at the end of the Commandant's term.

SECTION 2. The organization of the Detachment shall be as follows:

- a) **Elected Officers.** Commandant, Senior Vice-Commandant, Junior Vice-Commandant, and Judge Advocate. Elected officers of the Detachment must be held by Regular (Marine, FMF Corpsman or FMF Chaplain) members in good standing of the Detachment.
- b) **Appointed Officers.** Veterans Service Officer(s), Toys for Tots Chairperson, Program Chairperson, Supply Officer/Quartermaster, Web Master, Newsletter Editor, Adjutant, Paymaster, Sergeant-at-arms, Chaplain, and such other officers as the Commandant shall deem necessary to serve the Detachment.

SECTION 3. The basic duties of Detachment officers are summarized below and set forth in the National By-Laws. Based on Detachment objectives and programs, these duties may be modified or expanded upon.

- a) **Commandant:** Presiding officer at membership, officer, and other meetings; the key leadership position of the Detachment; Chief Executive Officer (CEO) of the Detachment, and Chairman of the Board of Trustees; chief Detachment representative in public relations; responsible for formulating and developing programs; appoints appropriate committees for carrying on Detachment business; Responsible for fiscal stability and procedures; Signer on Detachment checking accounts (bonded by MCL National); Abides by the By-Laws and policies of the Marine Corps League.
- b) **Senior Vice-Commandant:** Assists and supports the Commandant; Chairs committees as requested by Commandant; Presides in absence of Commandant; Candidate for office of Commandant at expiration of terms if he/she wishes.
- c) **Junior Vice-Commandant:** Chairman of membership (recruiting and retention) programs; Works on, or presides at committees designated by Commandant, Presides in absence of Senior Vice-Commandant and Commandant.
- d) **Judge Advocate:** Render opinions based on policies, By-Laws, or precedents of the Detachment; Advise on By-Laws and policies of the Marine Corps League; Assure that Detachment abides by the by-laws of the Detachment and Department.
- e) **Junior Past Commandant:** The immediate past Commandant of the Detachment; May serve as a member of the elected Board of Trustees; Provides bridge in turnover of administrative functions; Assists incumbent Commandant and officers as directed by Commandant.
- f) **Adjutant:** Keep accurate minutes of meetings; Prepare and transcribe minutes for permanent record of the Detachment; Prepare and assist in preparation of correspondence and bulletins in conjunction with Commandant and officers; Maintain Detachment records, including membership; Post official notices; Make reports at meetings; Assure that resolutions are maintained as corporate records; Send communications from the Commandant and Trustees to the membership; Provide notice of meetings to the membership and media.
- g) **Paymaster:** Keep accurate fiscal records; Responsible for banking and financial accounts; Signer on fiscal and banking documents (bonded by MCL National); Maintain Detachment financial records; Pay authorized bills; and assures legitimacy of funds disbursed through budget and/or

Board of Trustees approval; Make fiscal and financial reports at meetings; Receive dues and forwards dues transmittals; Abide by procedures of Detachment, Department, and National.

- h) **Sergeant-at-Arms:** Set up meeting rooms, Present the Colors, Lead “Pledge of Allegiance”; Maintain order at meetings; Respond to instruction from the Commandant, admit members in good standing, or appropriate parties as directed; Abide by the ritual of office.
- i) **Chaplain:** Perform duties of a spiritual nature; Visit sick members/families and send appropriate cards; Send cards of sympathy in event of death of member or member’s family; Provide invocations and services as required; Perform duties as requested by the Commandant; Abide by the ritual of office.

ARTICLE VI – ELECTION OF OFFICERS

SECTION 1. The term of office is defined as one year, beginning with installation at the first regular meeting of each year, usually in January, and ending upon installation of new officers the following year. The Commandant, Senior Vice-Commandant, Junior Vice-Commandant, and Judge Advocate shall be limited to serving no more than two (2) consecutive terms in the same office, with the following exception: If the Nominations Chairperson and Nomination/Election Committee have determined that there is a lack of, or no qualified members that are willing to serve in any of the Detachment’s elected, or appointed offices, the incumbent officer may serve another one(1) year term if said incumbent is approved by two-thirds (2/3) majority of the Regular members and the Election Committee.

SECTION 2. Annually, in October, the Board shall appoint a Nominations Chairperson, who may then select members to serve on the Committee. This Committee shall seek out the best-qualified members to fill elected positions, beginning with the position of Commandant, and prepare recommendations for appointed positions to be provided to the incoming Commandant. The resulting slate of candidates shall be presented to the general membership at the regular meeting in November. Elections will take place at the regular meeting in December, at which time nominations for any elected office may be made from the floor. Upon receipt, seconding, and approval of a proper motions, nominations will close, and the election will proceed. The Sergeant-At-Arms will secure the quarters when the nominations procedure commences.

SECTION 3. Only Regular members in good standing may vote and be in attendance during the election proceedings. Elections shall be held by secret ballot, unless the motion is made, seconded, and approved to consider the slate of candidates proposed by the Nominations.

SECTION 4. It shall be the responsibility of the nominating committee to meet with the newly elected officers to review and instruct them of their duties and responsibilities. This shall be done prior to the next scheduled Detachment meeting. The outgoing officers will also meet with the new officers, before the next scheduled Detachment meeting, to explain any projects in which they are involved and to turn over any information that the new officers may need.

ARTICLE VII – RESIGNATION, DEATH, OR REMOVAL OF OFFICERS

SECTION 1. It is anticipated that members elected to office will acceptably discharge their duties; however, occasions may arise where an officer is unable or unwilling to do so. In such cases, these officers must be replaced expeditiously.

SECTION 2. Upon receipt of resignation or notice of death of an officer, the Board of Trustees shall hold a called meeting to determine replacement. The Nominations Committee Chairperson may be asked to provide information relevant to the committee's deliberations prior to the election of the resigned or deceased officer, in order to support the Board's decisions. The Board shall appoint a replacement to complete the unexpired term of the office vacated, based on qualifications and willingness to serve.

ARTICLE VIII – MEETINGS

SECTION 1. The Detachment will meet monthly at such time and place to be determined by the Board, subject to change by the Commandant, and upon notification of the members. The Executive Staff will meet no less than once per quarter but may meet more frequently at the discretion of the Commandant. The Board of Trustees will meet at least quarterly and may meet in conjunction with a regular staff meeting.

SECTION 2. For purposes of conducting official business, a quorum shall be considered to be a simple majority with at least two (2) officers of Detachment #1333 and six (6) members in good standing.

ARTICLE IX– COMMITTEES

SECTION 1. The **Board of Trustees** may appoint, from time to time, such committees it deems necessary to conduct the overall mission and program of the Detachment. Committee members serve at the pleasure of the Board, and any committees thus established may be terminated at its discretion. The Commandant is an ex-officio member of all committees,

SECTION 2. A certain number of standing committees are necessary for the Detachment business.

- a) **Finance Committee:** Chaired by a member-at-large, with the Senior Vice-Commandant (ex-officio), Paymaster, and at least three (3) members. The Committee is charged with oversight of the fiscal program and will audit the detachments books annually.
- b) **Awards Committee:** The Awards Committee shall consist of the Board of Trustees and the most recent Marine of the Year. The Senior Vice-Commandant shall act as Chair of the Awards Committee. The attending members may elect an Acting Chair, in the event of his/her absence at any meeting. A quorum shall consist of three (3) members. The Awards Committee shall provide information to the Detachment's membership as to any awards that may be made, and the rules regarding such awards, and shall approve/disapprove all requests. When a **Marine of the Year** is selected, the Marine so recognized will also receive the **Distinguished Citizen Medal** (Bronze), or the **Distinguished Service Award**. (Enclosure Four (4) of the National By-Laws, Description of Medals, Ribbons, Awards and Who May Authorize, paragraph 1b, governs the awarding of this Medal). Nominations for Department "**Marine of the Year**" and "**Associate of the Year**" shall be submitted by the Nominations Chairperson to the Department Paymaster no later than April 1st.

NOTE 1. Marine Corps League National By-Laws, Enclosure Four (4) m. MARINE OF THE YEAR, requires that "Letters of nomination for National Marine of the Year shall originate only at Detachment level". By extension, the nomination of a Marine for Department MARINE OF THE YEAR must originate at Detachment level. Should any Detachment be in default of payments of funds from any source due the Department Paymaster, the provisions of Department By-Laws, SECTION 170 (d) apply. The recommendations of a Detachment in default can therefore not be considered.

ARTICLE X– FISCAL AND FINANCIAL

SECTION 1. The fiscal year for the Detachment shall be July 1st to June 30th, the same as the National fiscal year.

SECTION 2. The Paymaster is the authorized fiscal agent for the Detachment. For issuance of checks or withdrawal of funds, the signature of the Paymaster and/or the Commandant is required. In order for the Detachment to purchase the necessary supplies and pay the general operating expenses necessary to operate in a business-like and professional manner, the Paymaster and/or the Commandant may approve disbursement of up to \$75.00. Expenditures exceeding \$75.00 must first be approved as follows:

- a) Over \$75.01 and up to \$150.00 must be first approved by the Board of Trustees;
- b) Over \$150.01 and up to \$500.00 must be first approved by the Finance Committee and then the Board of Trustees;
- c) Any expenditure over \$500.01 must be first approved by the Finance Committee and Board of Trustees and then presented to the general membership for approval at a regular meeting or a meeting called specifically for such purpose.

In the event of indebtedness negotiations or dissolution, the exercise of funds to discharge legal liabilities will comply with the Articles of Incorporation.

SECTION 3. Funds shall be used for the purposes for which they have been given, i.e., funds donated for Toys for Tots will be turned over to the local Toys for Tots Coordinator, not used to fund a Detachment function. The Paymaster will arrange the Detachment's books to account for such different classes of funds and will account for them separately. When the purpose for which an account has been established no longer exists, the account shall be closed, report made to the Board, and any left-over funds transferred to the general treasury.

SECTION 4. Officers who expend funds in the transaction of official Detachment business may request reimbursement. If at all possible, approval for such request for reimbursement will be made prior to the expenditure of funds. Evidence of the expense, such as receipts or invoices, must be provided.

Generally, any expense for other than personal or uniform items can be considered reimbursable, unless such travel is completed at the request of the Board. Cost of travel to another Detachment's meeting or to a Department function is not considered reimbursable unless such travel is completed at the request of the Board.

SECTION 5. The Finance Committee shall annually audit the Detachment's books and make a full disclosure of any findings to the general membership along with a financial report for the fiscal year just ended. Such audit will also be completed upon any change in the office of Paymaster.

ARTICLE XI– UNIFORMS

SECTION 1. The Detachment encourages members to obtain regulation Marine Corps League uniforms; however, uniforms are not a condition of membership. Uniforms will be worn in accordance with Marine Corps League policy as set forth in National Policies.

ARTICLE XII– CRIMINAL ACTS

SECTION 1. Should and member of Detachment #1333, or subsidiary organization, subordinate group or members thereof, violate any of the criminal laws of the United States, or the State having jurisdiction, the complaint should be made directly to the proper Federal, State, or Local authority, and not to the League.

SECTION 2. OFFENSES: The following offenses are recognized and must be processed in accordance with the applicable section or sections of these By-Laws: All grievances and requests for disciplinary proceeding will be referred to the Department of Georgia Judge Advocate. The Detachment has no punitive authority in these matters.

- a) Violation of oath of membership
- b) Violation of oath of office
- c) Conduct unbecoming of a member of the Marine Corps League, or an action detrimental to the Marine Corps League
- d) Conviction of a crime which constitutes a felony in a county, city, state, or federal court in the United States of America.

ARTICLE XIII– AMMENDMENTS

SECTION 1. These By-Laws may be changed by amendment at either regular or called meetings, by a two-thirds (2/3) majority of the *regular members* of the Detachment attending said meeting, provided that the proposed amendment(s) have been submitted in writing to the Adjutant and shall have been read at the preceding regular meeting of the Detachment. The Adjutant shall add the matter to the agenda for the next meeting. A time period for discussion may be set by motion, at the expiration of which a show of hands will indicate acceptance or rejection. In accordance with the National By-Laws, any amendments must be approved by the National Judge Advocate before they take effect.

ARTICLE XIV– DISSOLUTION

SECTION 1. Upon dissolution of the organization. Assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(4) of the Internal Revenue Code, or corresponding section of any future tax code, or shall be distributed to the federal government, or to a state or local government for public purposes. Any such assets not disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE XV– SUPERSESSION

SECTION 1. These By-Laws, upon adoption, repeal and supersede any other By-Laws of this Detachment, together with any amendments made to such prior By-Laws.

WAYCROSS DETACHMENT #1333, INC.
Detachment By-Laws and Administrative Procedures

Approval:

The Detachment By-Laws and Administrative procedures were presented to the membership of the **Waycross Detachment #1333 Marine Corps League** at the regular scheduled meeting held at Waycross, GA on January 21, 2021, and were voted and approved on January 21, 2021 at Servy's Restaurant.

Certification:

I, Merrill Tindall, Commandant of the Waycross Detachment #1333 Marine Corps League, Inc. do hereby certify that the By-Laws and Administrative Procedures were approved by two-thirds (2/3) majority of the *regular members* present on January 21, 2021.

Merrill Tindall Date: January 21, 2021
Commandant
Waycross Detachment #1333

Attest:

- Detachment Adjutant, Waycross Detachment #1333

Date: _____
Adjutant
Waycross Detachment #1333

Approval:

I, Lisa L Deik, Judge Advocate Department of Georgia Marine Corps League, Inc., have read and do hereby approve the By Laws and Administrative Procedures of Waycross Detachment #1333 Marine Corps League, Inc.

Lisa L Deik Date: 12 April 2021
Judge/Advocate
Department of Georgia
Marine Corps League, Inc.



Judge Advocate - Lisa Delk

P.O. Box 420 * Locust Grove, GA 30248

To: Merrill Tindall
Commandant
Waycross Detachment 1333

12 April 2021

Re: Approved Bylaws

Merrill,

Please find enclosed your signed original copy of Detachment 1333's Bylaws.

Congratulations on a job well done!

Semper Fidelis!

A handwritten signature in cursive script that reads "Lisa Delk".

Lisa Delk

cc: To file