

# **Knoxville DETACHMENT #924**

**DEPARTMENT OF TENNESSEE**

**MARINE CORPS LEAGUE**



**BYLAWS**

**(2025)**

# **CERTIFICATE**

**(2025)**

**LT. Alexander Bonnyman Detachment #924**

## **BYLAWS**

**This is to certify the new and correct edition of the Bylaws of the LT. Alexander Bonnyman Detachment #924, Department of Tennessee, Marine Corps League, as adopted at the Regular Business Meeting of the Detachment, convened in Knoxville, Tennessee, on the\_\_\_\_\_day of\_\_\_\_\_in the year of our Lord, Two Thousand and Twenty-Three. All previous Bylaws enacted by the LT. Alexander Bonnyman Detachment #924 are hereby superseded and replaced by this edition.**

### **ATTESTED**

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**Corporate Secretary  
Detachment Senior Vice Commandant**

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**Chief Executive Officer  
Detachment Commandant**

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**Detachment Judge Advocate**

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# **ARTICLE I**

## **NAME AND ORGANIZATION**

**SECTION 100: DETACHMENT NAME.** The name of the corporation shall be LT. Alexander Bonnyman Detachment #924, Department of Tennessee, Marine Corps League (MCL). The LT. Alexander Bonnyman Detachment #924 was Chartered on July 26, 1995 by Headquarters National Marine Corps League (Inc) and was Incorporated in the State of Tennessee on March 4, 1996 as a Not-for-Profit Corporation 501(c)4 charity organization subordinate to the Department of Tennessee, and the National Marine Corps League, which was Incorporated by an Act of the Seventy-Fifth Congress of the United States of America at the First Session, begun and held at the City of Washington on Tuesday, the fifth day of January 1937, and approved August 4, 1937.

**SECTION 105: MISSION STATEMENT.** The mission of the Marine Corps League is to preserve and to promote the traditions of the United States Marine Corps; strengthen the fraternity of Marines and their families; serve Marines, FMF Corpsmen, and FMF Chaplains who wear or have worn the Eagle, Globe, and Anchor; and foster the ideals of Americanism and patriotic volunteerism.

**SECTION 110: PURPOSE.** The purpose of the Marine Corps League (MCL) shall be:

- a. To join Members of the Marine Corps League in camaraderie and fellowship for the purpose of preserving the traditions and promote the interests of the United States Marine Corps.
- b. To band together those who are now serving in the United States Marine Corps and those who have been honorably discharged from that service in fellowship that they may effectively promote the ideals of American freedom and democracy.
- c. To fit its members for the duties of citizenship and to encourage them to serve as ably as citizens as they have served the Nation under arms.
- d. To hold sacred the history and memory of the men 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 voluntarily aid and render assistance to all Marines, FMF Hospital Corpsmen, FMF Chaplains, and former Marines, FMF Hospital Corpsmen, FMF Chaplains, and their widows and orphans.
- i. To perpetuate the history of the United States Marine Corps and by fitting acts to observe the anniversaries of historical occasions of peculiar interest to Marines.

#### **SECTION 115: NOT-FOR-PROFIT.**

a. The **LT. Alexander Bonnyman Detachment #924** is organized and incorporated as a not-for-profit organization 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 the benefit of or be distributed to any director, member, or other private individual.

b. The **LT. Alexander Bonnyman Detachment #924** shall never be authorized to engage in a regular business of a kind ordinarily carried out for profit or in any other activity except in furtherance of the purposes for which the Marine Corps League is organized.

**SECTION 120: POLITICAL AND PARTISAN ACTIVITY.** Every individual has their own right to participate in political and partisan activity as an individual as they see fit, and members may be involved in issues that affect Veterans and their Community; however, a member of the LT. Alexander Bonnyman Detachment #924 may not appear to represent the Marine Corps League by wearing any identifiable article of the MCL Uniform, nor may not involve the Detachment or the Marine Corps League in:

- a. Any labor or management dispute or issue.
- b. Any sectarian or partisan activity.
- c. Any activity used as a medium of political ambition or preferment; and
- d. Any direct endorsement of a specific political candidate.

**SECTION 125: FREEDOM OF ACTION AND ACTIVITIES.** Unless expressly forbidden by either the National Bylaws and Administrative Procedures or the Department of Tennessee Bylaws and Administrative Procedures, or the LT. Alexander Bonnyman Detachment #924 Bylaws and Administrative Procedures, a Detachment Meeting or Board of Trustees Meeting shall be free to act and engage in any activities that do not violate Federal, State, County or Municipal laws or ordinances. (Ref: Department of Tennessee Bylaws, Article 10, Section 1050).

**SECTION 130: NON-DISCRIMINATION.** Membership in The LT. Alexander Bonnyman Detachment #924, Department of Tennessee, Marine Corps League;

- a. Shall not be based on race, color, creed, nationality, ethnicity or sex.
- b. Shall not use former or present military rank or former or present civilian position or title as the basis for special consideration and preference.

**SECTION 135: ORGANIZATION.** The constituted body of the LT. Alexander Bonnyman Detachment #924 shall be the Detachment Meeting, the Detachment, consisting of the Detachment Board of Trustees and the Detachment Staff in accordance with these Bylaws.

#### **SECTION 140: LOCATIONS.**

- a. **Meeting Location** The principle monthly business meeting location shall be at the: VFW Post 5154, 2561 Hobbs Rd, Louisville, TN 37777, on the last Tuesday of each month (except during the month of December) at 1730 (5:30 PM) for a social gathering and at 1830 (6:30 PM) for the General Membership Business Meeting, or at such other place or places the Board of Trustees may select in the best interests of the membership.
- b. **Mailing Address** The principal mailing address for official correspondence shall be: LT. Alexander Bonnyman Detachment #924  
Marine Corps League  
Post Office Box 53293  
Knoxville, TN 37950-3293

**SECTION 145: SUBSIDIARY ORGANIZATIONS.** Although not a part of the LT. Alexander Bonnyman Detachment #924, such subsidiary Organizations of the National Marine Corps League may have subordinate organizations existing within the nominal area of the Detachment. The Detachment will work to create an atmosphere of harmony between themselves, and any Marine Corps League subsidiary entities located within the Detachment's nominal area to be able to work more effectively to accomplish our mutual goals.

**END OF ARTICLE I**

## **ARTICLE II**

### **THE DETACHMENT**

**SECTION 200: AUTHORITY:** The supreme legislative and policy making power of the LT. Alexander Bonnyman Detachment #924, Department of Tennessee, Marine Corps League shall be vested in the Detachment Members in Good Standing meeting in Body Assembled. Between Detachment Meetings executive and administrative powers will be delegated to its Detachment Board of Trustees.

**SECTION 205: DETACHMENT CHARTER NAME.** Should the Detachment as constituted vote to change its name, it shall not be named in honor of a living person. The detachment shall not adopt a name previously adopted by another MCL Detachment unless the Charter of the other Detachment has been surrendered or revoked. If the Detachment is being renamed in honor of any deceased individual, a signed and "Certified" permission letter is required from the deceased Individual's most immediate family.

**SECTION 210: BYLAWS AND ADMIN PROCEDURES.** The Detachment shall adopt Bylaws and may adopt Administrative Procedures that are consistent with the Department of Tennessee and MCL National Bylaws and Administrative Procedures. All amendments, changes or revocations to the Detachment Bylaws and Administrative Procedures (when / if adopted) shall be approved by the Department Judge Advocate before becoming effective. See Department of Tennessee Bylaws, Article VI, Section 615 and Detachment Bylaws Article IX, Section 900 for more details.

**SECTION 215 – DETACHMENT MEETING:** The Detachment Membership in Body Assembled in a Regularly Scheduled Meeting shall meet normally once each month, unless prevented by National Emergency or other unpreventable cause. The Detachment will establish a meeting schedule in a regular pattern (i.e., last Tuesday of the month) so that the Members can make the "best possible fit" of the Meeting Schedule in their own routines. This will aid in helping the attendance at the Meetings. This schedule will be listed on the Detachment's "Report of Officer Installation" (ROI) and noted with the Department of Tennessee.

a. **RECORDING OF MINUTES:** All Detachment Membership and Board of Trustees meetings must be properly recorded. The minutes at a minimum shall include but not limited to:

- (1) Date, Time, & Location of the meeting.
- (2) Purpose of the meeting.
- (3) Members attending.
- (4) Issues discussed
- (5) Action(s) taken.

b. **COPIES OF MINUTES** shall be available to each member (less Financial Reports) on the Detachment Website prior to the next scheduled meeting. The exceptions to these minutes are matters that the Board of Trustees deemed unfinished, sensitive, and/or those matters that were discussed in the "Executive Session".

c. All Members in good standing are encouraged to attend the Detachment Meetings and may attend any function or event.

d. All members who are in Good Standing may, within the provisions of these Bylaws, be recognized to speak and debate issues before that Business Meeting.

e. All Department of Tennessee Officers and other visiting League Members are welcome to attend all Detachment functions / events at any time without any prior notice.

f. The Detachment Commandant may call for a Special Meeting of the body to deal with urgent specific issue(s).

g. If the Regular Meeting Schedule is changed before the next Annual ROI, the Detachment Commandant will ensure the Department of Tennessee Commandant and the Department Vice Commandant of the Eastern Division is notified in a timely basis.

h. If a Meeting is cancelled for any reason, the same notification in paragraph "g." (above) applies.

**SECTION 220 - QUORUM:** The minimum number required to transact the regular and legal business of a Detachment Meeting shall be "Fifteen" (15) Members in good standing, "Three" (3) of which must be Members of the Detachment Board of Trustees. Immediately prior to the opening of any Meeting, the Detachment Commandant / Chair shall determine that a Quorum is present and will announce same. (Refer to *Robert's Rules of Order Newly Revised* for critical information concerning Quorum.)

**SECTION 225: COMMITTEES:** The Detachment shall have Standing and Temporary Committees. The composition and purpose of the Committees is contained in Article VI of these Bylaws.

**SECTION 230: VOTING**

**a. METHOD OF VOTING:**

(1) The normal method of Voting shall be by Voice Vote of all Members present.

(2) If Commandant (or other Presiding Officer) determines that the motion or election is one of a highly sensitive nature, he/she may call for a Secret Ballot. Whenever possible, this determination should be made in advance, and Ballots prepared prior to the Meeting.

(3) If any Member in Good Standing believes the called result of the Voice Vote was incorrect, they may move to "**Divide the Assembly**." This would require a Standing Vote to be taken. (Raising hands would be sufficient in a small gathering.) This motion does not require a second or a vote and is mandatory under Parliamentary Authority. To require a count of the Standing Vote would require an additional motion, second and vote, however, the Presiding Officer may make that determination on his/her own.

**b. MEMBER STANDING:** No individual Member of this Detachment who is in Good Standing and who is attending a Detachment meeting shall be deprived of their individual vote, except:

(1) An Individual Member whose Dues are in arrears due to non-payment may participate in the Detachment Meeting but will not be allowed to vote on any issue, motion or election.

(2) An Associate Member only has restricted voting rights in accordance with Article III, Section 330.b.(3) of these Bylaws.

(3) Members of the Marine Corps League who are "Not Members" of this Detachment "May Not" vote on any issue, motion or election, and at the discretion of the Commandant / Chair or other Presiding Officer shall be excluded from the Meeting for specific debates and votes.

**c. RESOLUTION OF VOTING:**

(1) Except as may be noted elsewhere in these Bylaws, a majority (Greater than 50%) of the votes cast by the Members present on the floor and voting shall resolve all issues and carry any motion, resolution or election.

(2) Any motion that will extend, limit or cut off debate shall require a two-thirds (2/3) majority of votes cast to carry the motion.

(3) Whenever a count of a Vote is taken, the results will be announced to the body and entered into the Detachment Minutes.

**SECTION 235: DETACHMENT OFFICERS:** The LT. Alexander Bonnyman Detachment #924 shall:

a. Annually, elect a Commandant, a Senior Vice Commandant, a Junior Vice Commandant, and a Judge Advocate.

b. Appoint an Adjutant, a Chaplain, Paymaster, and a Sergeant-at-Arms.

c. The Detachment may appoint additional Officers / Committee Chairs as may be required by the Detachment stated or proposed activities.

d. All Elected Officers shall be Regular Members of the LT. Alexander Bonnyman Detachment #924.

e. All Appointed Officers shall be Members of the LT. Alexander Bonnyman Detachment #924.

f. Associate Members and Honorary Active-Duty Members may serve as Appointed Offices only, in accordance with Article III, Section 330.b.(3) of these Bylaws.

g. Each Elected Officer shall be elected for a term of one year and may be reelected for additional terms as provided in the Detachment Bylaws.

h. Appointed officers shall serve a term that expires concurrently with the installation of Officers following the next Annual Election and may be reappointed for an additional term.

**SECTION 240: - OFFICER NOMINATIONS:**

a. When the Nominating Committee is utilized, the Committee will proceed in accordance with Section 620 in Article VI of these Bylaws, wherein a slate of one candidate for each Detachment Elective Office, previously stated as specified in Section 235.a. (above) of this Article will be announced to the Body immediately prior to the Election of Officers.

b. The Chair will announce each Elective Office individually; starting with the Commandant and then working down one Office at a time in the order given in Section 235.a. giving the name of the candidate selected by the Nominating Committee, if any, and will solicit nominations from the floor for each office individually.

c. Each Nominee will be required to state or respond that they are ready and willing to accept the responsibilities of the Office.

**SECTION 245 – OFFICER ELECTIONS:**

a. The election of Detachment Officers shall be the last order of business of the Detachment Meeting in which the election(s) are held.

b. A majority of the Member votes cast at the Detachment Meeting for the individual offices is required to elect the Detachment Commandant, Detachment Senior Vice Commandant, Detachment Junior Vice Commandant and Detachment Judge Advocate.

c. When a simple majority is not obtained on the first ballot, a second ballot will immediately commence after a caucus (not to exceed five (5) minutes). If a simple majority is not obtained on the second ballot, the candidate with the least number of votes shall be dropped as a contender after this and each succeeding ballot until a simple majority is achieved.

#### **Section 250 - Installation of Detachment Officers:**

a. The Installation of the Elected and Appointed Officers will occur following the Election. The Outgoing Detachment Commandant is responsible for ensuring that the Installing Officials meet the requirements set forth in the Department of Tennessee and National Marine Corps League Bylaws.

b. The Installation of Officers may, however, be postponed until a later date for a more open, formal setting, such as an Installation Luncheon or Dinner. The installation must occur no later than the last day of the next month following the month of the Election.

c. The New Detachment Commandant "Elect" shall select an Installing Officer of his/her choice. Such information shall be forwarded to the Department of Tennessee Commandant.

d. The Installing Officer must be the National Commandant, an elected National Officer, a Past National Commandant, the Department of Tennessee Commandant, an elected Department of Tennessee Officer, a Past Department of Tennessee Commandant, the LT. Alexander Bonnyman Detachment Commandant or a Past LT. Alexander Bonnyman Detachment Commandant. (See National Admin Procedures: Chapter SIX (6), Section 6015.)

e. It shall be the responsibility of the Installing Officer to sign, date and forward the Report of Officer Installation (ROI) within the time frame specified in Article IX (9), Section 9040 of the National Bylaws. Forward the original (signed) ROI to the Department of Tennessee Adjutant, with a copy of the ROI to the Department Paymaster and the LT. Alexander Bonnyman Detachment Adjutant.

**SECTION 255- TERM OF OFFICE:** When an Elected or Appointed Officer, or Committee Chair leaves office, they shall surrender to their duly Elected or Appointed Successor all Detachment property in their possession as soon as possible, but in no case later than thirty (30) days.

a. **ELECTIVE OFFICERS** are elected annually, and each shall serve a term of one (1) year, and at the end of each term, may stand for reelection to two additional terms without restrictions.

**b. APPOINTED OFFICERS:**

(1) With the exception of the Detachment Adjutant, Detachment Paymaster, and the Detachment Web- Sgt, all Detachment Appointed Officers and Detachment Committee Chairs shall be appointed for a term of one year to expire at the next Installation of Officers and may be reappointed to that or another office without restrictions.

(2) Due to the nature of the Offices, which require continuity in the Detachment Records, the Detachment Adjutant, Detachment Paymaster, and the Detachment Web-Sgt shall be semi- permanent positions, subject to the annual approval of the Board of Trustees.

(3) When an urgent or volatile matter is involved, the Detachment Commandant may remove the Appointed Officer immediately, subject to the concurrence of the Board of Trustees.

#### **SECTION 260– OFFICER / COMMITTEE CHAIR VACANCIES:**

a. When an Officer or Committee Chair becomes vacant, a successor will be appropriately named by the Detachment Commandant to serve for the remainder of the Term of Office, with the concurrence of the Board of Trustees and subsequently may stand for election to an Elective Office or be appointed to an Appointed Office / Committee Chair.

b. Any time throughout the year, there is a change in any Elected or Appointed Officer(s) position, that new officer must be sworn in accordance with MCL National Bylaws and National Administrative Procedures, and an updated “Report of Installation” (ROI) Form must be submitted to National Headquarters for those positions that changed. (Showing only the new information for the new Officer(s) on the change ROI).

#### **Section 265 – Marine Corps League Awards / Recommendations:**

a. **RECOMMENDATIONS FOR DETACHMENT LEVEL AWARDS:** The Detachment Staff shall make every effort to make recommendations to the Detachment Commandant to recognize League members as well as Non-League members who have preformed acts or deeds above the call of duty within the Detachment or Community. For a list of Detachment level authorized awards see Enclosure (4) of these Bylaws.

b. **RECOMMENDATIONS FOR AWARDS ABOVE THE DETACHMENT LEVEL:**  
The Detachment may also nominate members of the Detachment for higher level awards to the Commandant Department of Tennessee, the National Vice Commandant Southeast Division or the National Commandant of the Marine Corps League. In these cases, refer to Chapter (10) Department of Tennessee Admin Procedures, Southeast Division Standard Operating Procedures (SOP) and Enclosure (4) National Admin Procedures respectively.

c. **RECOMMENDATIONS FOR MCL UNIT COMMENDATION AWARD FOR YOUNG MARINES:**  
This award recommendation may be initiated at the request of the Detachment Commandant (or Higher Commandant) to the National Executive Director of the Young Marines of the Marine Corps League. It shall be recommended for a Young Marine Unit for outstanding performance of duty to the community over an extended period of time, or for a single act when the Unit has performed under great competition with other Units or organizations. If approved the National Executive Director of the Young Marines of The Marine Corps League shall provide the ribbon and any authorized devices. Ref: MCL National Admin Procedures, Enclosure (4) page (13).

#### **SECTION 270 – RIGHT TO SPEAK:**

a. All Members of the Detachment, when recognized by the Chair and not expressly prohibited by Bylaws, shall have the right to speak in any discussion or debate of the Detachment Meeting.

b. Normally, a member will be allowed to speak only twice on any specific issue, and the second time will be after all other Members who desire to speak have spoken once.

c. A time limit of five minutes to speak is allotted.

**SECTION 275 – DETACHMENT LIABILITY INSURANCE:** Annually during the month of September the National Marine Corps League contracted insurance carrier “RUST Insurance Agency” issues a “Certificate of Insurance”. (Found on MCL Natl Website, Library Section) This certificate covers all entities of the MCL from the National Headquarters level down to the Detachment and MCL Auxiliary Unit, Military Order of the Devil Dogs Pounds and Devil Dog Fleas.

#### **a. COVERAGE’S:**

(1) This General Liability Insurance coverage is designed to protect the entities of the MCL against claims alleging negligence that caused injuries to third parties.

(2) This policy does not cover suits brought against a League member by another.

(3) This policy excludes any injury to participants in sports / athletic events or:

- (a) Bike-A-Thons
- (b) Fairs – Parades
- (c) Carnivals – Concerts
- (d) Marksmanship Matches
- (e) Water Activities
- (f) Workers Compensation
- (g) Liquor Liability

(4) This insurance is not an accident, health, medical, or disability insurance coverage policy for members or volunteers.

(5) This insurance does not cover the loss of Detachment equipment or property damage.

**b. DETACHMENT RESPONSIBILITIES:**

(1) It is the duty of all members to be vigilant at all times to protect members and non-members while engaged in any Marine Corps League activity, where there may be an issue of safety or the potential for injury or harm to others.

(2) **BOARD OF TRUSTEE'S** – shall obtain a “Certificate of Insurance” from vendors (before signing any contract agreement) who are providing services to Detachment members such as;

- (a) Caterers
- (b) Bus charters
- (c) Contractor's (doing any work for the League)

(3) Retain all annual “Certificate's of Insurance” issued by “RUST Insurance Agency” in the Detachment files permanently.

(4) Obtain “Release / Waiver of Liability” consent forms from all members and volunteers prior to engaging in any activity which could lead to the risk of injury or harm.

**SECTION 280 – RESPECT:**

a. **The Bible** shall be opened, placed on an Altar which is covered with a clean and attractive Altar Cloth, during all the meetings of the Marine Corps League. No disrespect to the Bible, by act or word, shall be tolerated. No one shall use the Altar for physical support, and shall not, under any circumstances, use the Altar or Bible as a resting place for any item or material. All space between the Altar and the Chair shall be considered as hallowed ground and shall not be traveled upon while the Bible is open.

b. **The Ritual** of the Marine Corps League shall be observed and employed at all meetings and appropriate functions to the maximum extent possible.

**SECTION 285 - AUTHORIZATION - to use the Name and/or Emblem of the Marine Corps League.**

a. Pursuant to Title 36 U.S. Code Section 117, Chapter 1401, The Marine Corps League has the exclusive right to the use of its name and the sole exclusive right to the use of the emblem and badges adopted by the corporation. It is a federal offense to use the name or emblems of a federally chartered veteran's organization. (See Title 18, U.S. Code Section 705). No Detachment, Department, Division, subsidiary or other unit of the Marine Corps League and no officer or member has authority to grant the right to manufacture, reproduce or deal in items bearing the name, including the acronym “MCL”, and/or emblem of the Marine Corps League or any colorable imitation thereof.

b. The only authority to use the name and/or emblem of the Marine Corps League would be the express written permission of the National Commandant, the National Board of Trustees or the National Chief Operating Officer of the Marine Corps League or their authorized representative. Permission must be obtained by submitting a request, in writing, to the National Chief Operating Officer.

c. Individual Marine Corps League members and the Detachment are authorized to use the emblem for personal use without requesting permission. However, commercial use must be approved as outlined above.

**SECTION 290 - PARLIAMENTARY AUTHORITY AND PROCEDURES:** The current edition of *Robert's Rules of Order Newly Revised* shall be the Parliamentary Authority and will govern Parliamentary Procedures in all cases to which they are applicable and in which they are not in conflict with the National and Department of Tennessee Bylaws and Administrative Procedures, and any Special Rules of Order the Detachment may adopt. In the event of a conflict, the ruling authority shall be, first, the National Bylaws and Administrative Procedures, followed by the Department of Tennessee Bylaws and Administrative Procedures, and then *Robert's Rules of Order Newly Revised*.

**END OF ARTICLE II**

## ARTICLE III

### MEMBERSHIP

**SECTION 300: MEMBER CERTIFICATION.** This Detachment shall be the sole judge of its membership, providing that the individual person espouses the principles and purposes of the League and meets the requirements of the Marine Corps League National Bylaws and Section 335 (below). Before acceptance, all persons eligible for membership as a new member or requesting Transfer into the LT. Alexander Bonnyman Detachment from another MCL Detachment are required to first show "Proof of Eligibility" (Honorable Service\* if military veteran) and then voted into the Detachment by the body at a regular scheduled meeting. (No applicant shall be present for that portion of the meeting in which the application is being considered.)

**SECTION 305: MEMBERSHIP APPLICATION.** Any person eligible for membership in the Detachment under the provisions of the National Bylaws and Administrative Procedures of the Marine Corps League may initiate application for membership by completing a standard application form to include the signature and presenting the application to a sponsoring member of the Detachment with all required documents showing proof of Honorable Service\* (see Note 1) along with the required dues and fees. As an alternative, the applicant may mail a completed and signed standard application form to the Detachment Paymaster with all required documents, dues and fees.

**SECTION 310: MEMBER INITIATION.** All applicants acceptable for membership in the Detachment shall be properly obligated in accordance with the MCL Ritual and be presented the official membership card and lapel pin of the Marine Corps League; however, in a case where the applicant is unable to attend an obligation ceremony, said applicant shall be required, by signature on membership application, assume the obligation of membership.

a. The standard application form received by a member-sponsor shall be turned in or mailed into the Detachment Paymaster, along with all required documents, dues and fees, as soon as practicable.

b. The Detachment Paymaster shall read and record the application at the proper time, stating all pertinent data including name of sponsor, and clearly state that the required documents, dues and fees have been verified and are in the possession of the Detachment staff.

c. If a "New" Applicant is rejected for membership, all monies received from the affected applicant shall be returned to the applicant by the Detachment Paymaster or sponsoring member.

d. If a request for joining the Detachment as a Transferee from another Detachment is disapproved, the Detachment must note this action on the Transfer Request Form and notify the member making the request. The Transfer Request Form is then returned to the Transferring Detachment's Commandant and the Transferring Department Paymaster for their files.

**SECTION 315: MEMBERSHIP TRANSFERS.** Any Member in good standing may transfer from one Detachment to another, without payment of additional dues or transfer fees, upon his/her application to and approval of the gaining Detachment and of the losing Detachment. For more details concerning transfers see the National Administrative Procedures, Chapter Seven, Section 7005.

**\*Note (1) -** *"served honorably" is determined by the last DD Form 214 or certificate of discharge that the applicant received. A General Discharge under Honorable Conditions is acceptable.*

**SECTION 320: MEMBERSHIP RESIGNATIONS.** The member will submit his/her resignation from the Marine Corps League to the National Commandant via the Department of Tennessee Commandant and the Southeast Division National Vice Commandant with a copy to the Detachment Commandant. In the event that the member has pending Chapter Nine charges against him or her, the member must resign "with prejudice". For more details concerning resignations see the National Administrative Procedures, Chapter Seven, Section 7065.

**SECTION 325. RIGHTS OF MEMBERS.** No Member listed on the National Roster shall be deprived of any rights and privileges in the Marine Corps League except;

a. That a member will not have the right to vote if they are in arrears for non-payment of dues or indebtedness to the Marine Corps League.

b. All rights and privileges are forfeit if the member has been charged, tried, and found guilty **"while serving a sentence of Suspension from the Marine Corps League"** in accordance with the provisions of Chapter Nine of the National Administrative Procedures dealing with suspension of members.

c. A member that has been officially charged and is pending a "Hearing Board" in accordance with Section 9090, Chapter Nine of the National Administrative Procedures, may be "Temporarily Suspended" by the Jurisdictional Judge Advocate pending the results of the Chapter Nine Hearing.

**SECTION 330: DETACHMENT ANNUAL MEMBERSHIP DUES:** The LT. Alexander Bonnyman Detachment has elected to set its Annual Membership Dues at thirty five dollars (\$35.00) for both Regular and Associate Members. (Reference: MCL National Admin Procedures Section 6010).

a. **ANNUAL DUES EXPIRATION DATE:** With the exception of "Life Members" the membership year and Annual Dues shall expire on the 31<sup>st</sup> day of August each year, for all Regular and Associate Members.

b. **FIRST YEAR DUES:** New Members joining the Detachment between 1 July and the last day of February will pay the full amount of Annual Dues (\$35.00). New Members joining the Detachment between 1, March and 30 June will pay half (**2**) the Annual Dues (\$17.50). (Reference: MCL National Admin Procedures Section 7025.d.)

**SECTION 335: CATEGORIES OF MEMBERSHIP**

a. **REGULAR MEMBERSHIP.** Only the following may be regular members of the MCL:

(1) **MARINES** who are serving or have served honorably\* (see Note 1) in the United States Marine Corps or the United States Marine Corps Reserve. Who have served "ON ACTIVE DUTY" for not less than ninety (90) days and earned the Eagle, Globe and Anchor or have served or is currently serving in the United States Marine Corps Reserve and have earned no less than ninety (90) Reserve Retirement Credit Points. If discharged, the applicant is in receipt of a DD Form 214 or a Certificate of Discharge indicating "Honorable Service". Honorable Service will be defined by the last DD Form 214 or Certificate of Discharge that the applicant received. General Discharge under Honorable Conditions is acceptable.

(2) **U.S. NAVY HOSPITAL CORPSMEN.**

(a) Who are serving or have served honorably\* (see Note 1) in the United States Navy and who have trained with Marine FMF units in excess of ninety (90) days and earned the Marine Corps device (clasp) worn on the Service Ribbon, (i.e., Southwest Asia Service Medal, Vietnam Service Medal, Armed Forces Expeditionary Medal, etc) and;

(b) Who earn the Warfare Device authorized for FMF Corpsmen U. S. Navy Hospital Corpsman must have satisfactorily completed the Field Medical Service School (FMSS), have been permanently assigned to an FMF Command and have completed the appropriate sections of the Personnel Qualification Standard, both of which must be noted on the DD Form 214. An award of the Fleet Marine Force Ribbon (FMF Ribbon) (1 Sep 1984-30 Sep 2006) or the Enlisted Fleet Marine Force Warfare Specialist Qualification (EFMFWS) Badge (1 Oct 2006-present) may serve as prima facie evidence of eligibility.

(3) **U.S. NAVY CHAPLAINS** who are serving or have served honorably\* (see Note 1) in the United States Navy and who have earned the FMF Badge serving with Marines. U. S. Navy Chaplains must have been assigned permanent duty with Marine Corps Operating Forces and have completed the appropriate sections of the Personnel Qualification Standard and both of which must be noted on the DD Form 214. An award of the Fleet Marine Force Ribbon (FMF Ribbon) (1 Sep 1984-31 Dec 2005) or the Fleet Marine Force Qualified Officer (FMFQO) Insignia (1 Jan 2006-present) may serve as prima facie evidence of eligibility.

(4) **U. S. NAVY HOSPITAL CORPSMEN AND CHAPLAINS** who served with Marine FMF Units prior to 1 September 1984 or have not served in an area that qualified for overseas service ribbon(s) will still be qualified for Regular Membership. In these cases, the Detachment is required to determine the eligibility of the individual using whatever records and assistance are available.

b. **ASSOCIATE MEMBERSHIP.** Those persons not eligible for Regular Membership in the Marine Corps League who espouse the principles and purposes of the Marine Corps League as contained in its Congressional Charter and meet the criteria in Section 335.b.(1) (below), may upon application to the Detachment be accepted for Associate Membership in the Marine Corps League. Upon acceptance, Associate Members will pay dues in the same amount as prescribed for Regular Members, including initiation fees for new members.

### **(1) ENROLLMENT CRITERIA**

(a) Individuals applying for Associate Membership must have reached the statutory minimum age for enlistment into the Armed Forces of the United States.

(b) Individuals may join who have never served in a branch of the Armed Forces of the United States.

(c) Individuals who are serving or have served honorably in other branches of the Armed Forces of the United States and can produce a copy of their DD-214 for verification.

(d) Individuals applying for Associate Membership must join through the Detachment only. Associate Members cannot directly join the Marine Corps League as a "Member at Large".

(2) **RIGHTS.** Associate Members shall be entitled to the rights, privileges, and benefits of a regular member unless otherwise prohibited in Section 325 (above) or as listed below.

### **(3) VOTING.**

(a) Associate Members shall not vote on a Regular or Associate Membership Application.

(b) Associate Members shall not participate in the nomination process or voting for elected officers; and

(c) Associate Members are permitted to vote on the internal affairs of this Detachment, if such a vote does not affect policy of the Marine Corps League, the Department of Tennessee, or the LT. Alexander Bonnyman Detachment such as Bylaws or Admin Procedures.

(4) **Elective and Appointive Office:** Associate Members shall "NOT" hold an Elective Office. However, they may hold an Appointive Office.

c. **HONORARY MEMBERS.** The Detachment may, at the discretion of the Commandant, issue Honorary Membership to those persons who espouse the principles and purposes of the League and have been of extraordinary service to the Nation, the United States Marine Corps, or the Marine Corps League. The Honorary Member will not be entitled to the rights, privileges, and benefits available to a Regular or Associate Member. A suitable certificate will be issued to honor the occasion by the Detachment. No payment of dues or initiation fees is required; nor will the Honorary Member be entitled to the official "SEMPER FI" Magazine publication of the Marine Corps League except as directed by the National Board of Trustees or paid subscription. All "Honorary Memberships" are for a one-year period only and must be renewed each year by the Detachment.

d. **LIFE MEMBERS.** Regular or Associate Members of the Detachment who are in good standing (as defined in the National Administrative Procedures, Section 7030) shall be considered in good standing in the Marine Corps League, (a) except when: (1) Required dues are not paid and transmitted on or before expiration date as is shown on the member's card, may become a Life Member, upon proper payment of the required fee. A Life Member shall not be subject to the payment of further dues to the Detachment, Department of Tennessee, or National. Should a Marine Corps League member choose to become a member in multiple Detachments, they must become a member in good standing by paying Annual dues and then Life Membership dues in each additional Detachment, if they so desire. The Life Membership fee shall be as established by the MCL National Convention.

(1) A Life Member shall have all the privileges, rights, and benefits enjoyed as a member so long as the Life Member shall live.

(2) Medal of Honor recipients who are members of the Detachment, shall be carried on the rolls of the MCL National Headquarters, Department of Tennessee, and LT. Alexander Bonnyman Detachment as paid-up Life Members of the Marine Corps League (nonparticipating).

e. **DUAL MEMBERSHIP.** When a member of the Marine Corps League becomes a regular member in good standing in more than one Detachment, such membership in the subsequent Detachments shall be counted for voting strength at Department of Tennessee and National Conventions only as an associate member. Such regular member shall be a regular voting member in the Detachment of such member's greatest tenure unless he/she makes a signed written request for transfer of voting rights to the Gaining (receiving) Detachment, which upon acceptance shall forward the copies of the transfer of voting rights to National Headquarters via the Department of Tennessee Paymaster. The MCL Transfer Form will be utilized for the purpose of transfer of voting rights to another Detachment.

f. **CORPORATE MEMBERSHIP.**

(1) The corporate membership program will be operated in full compliance with the Internal Revenue Service (IRS) regulations in regard to the Marine Corps League non-profit status and rules governing fund raising. Corporate Membership will be restricted in states where such transactions/solicitations are inconsistent with local statutes.

(2) Details concerning the Corporate Membership Program are found in the National Administrative Procedures, Chapter Seven, Section 5015 (B).

**SECTION 340: INELIGIBLE FOR MEMBERSHIP**

a. The LT. Alexander Bonnyman Detachment shall "NOT" accept a person for membership as a Regular, Associate or Honorary member if that person:

(1) Is currently incarcerated or on supervised probation for any felony conviction or any misdemeanor conviction; or

(2) Has been convicted of a crime where the victim is a child; or

(3) Whose name has been stricken from the rolls of the National Marine Corps League.

b. If after a member has been accepted, the fact that the member has been convicted of a crime where the victim is a child is discovered, any member may file a disciplinary charge in accordance with National Administrative Procedures, Chapter Nine. The age/date of the conviction is irrelevant.

c. If at any time after a member of the LT. Alexander Bonnyman Detachment has been accepted as a member, there becomes a reason to believe the member has misrepresented their eligibility for Membership, or otherwise found not to meet the membership criteria established in the MCL National Bylaws and Administrative Procedures, the Detachment Commandant, will refer the matter to the Detachment Judge Advocate who will investigate the charge as presented, unless;

(1) The person to be investigated is the Detachment Commandant, in which case the request will be given to the Detachment Senior Vice Commandant to conduct the investigation; or

(2) The person to be investigated is the Detachment Judge Advocate, in which case the Detachment Commandant will appoint a Past Detachment Commandant to conduct the investigation.

d. If an investigation later determines that a member does not have the necessary qualifications to be a member of the Marine Corps League, the investigating officer will file disciplinary charges (in accordance with the National Admin Procedures, Section 9000) with the Jurisdictional Judge Advocate.

**SECTION 345: REMOVAL FROM THE DETACHMENT ROLL:** Once accepted as a Member in good standing by the Detachment Membership, that Member may not be removed from the Detachment roll except:

- a. By disciplinary action in accordance with Chapter Nine of the National Administrative Procedures.
- b. By that member requesting transfer.
- c. By resignation in writing, which is accepted by the Detachment; or
- d. Upon the Death Notice being processed by National Headquarters, or.
- e. If that member becomes delinquent as defined in the National Administrative Procedures.

**SECTION 350: MEMBERSHIP LISTING:** The National Membership Listing (Roster) of the Marine Corps League is proprietary information and under the direct control of the National Headquarters of the Marine Corps League. Applicable portions of the Membership Listing shall be periodically provided to the LT. Alexander Bonnyman Detachment exclusively for internal usage in administrating Membership of the Detachment. This Membership Listing (Roster) will not be sold, leased, copied, loaned or assigned without the expressed permission in writing from the office of the Chief Operating Officer (COO) of the Marine Corps League upon approval of the National Board of Trustees of the Marine Corps League.

**SECTION 355: MEMBER-AT-LARGE:**

- a. The term “Member-at-Large” describes a Regular or Associate Member in Good Standing who is not associated with or a Member of any Detachment.
- b. Any person desirous of joining the Marine Corps League as a Regular Member, may make an application on a standard application form accompanied by the application fees as established by the Delegates at the National Convention, direct to National Headquarters. See National Administrative Procedures, Section 7045 for more details.
- c. Any Regular or Associate Member of the Detachment who desires to change their status to “Member-at-Large” may do so by submitting a *Request for Transfer* to the National Headquarters via the Detachment Commandant / Paymaster. (See Chapter Seven, Section 7005 of the National Marine Corps League Administrative Procedures.)

**SECTION 360: MARINE CORPS LEAGUE UNIFORMS:**

a. Because many features about Marine Corps League uniforms clearly resemble United States Marine Corps uniforms, it is very likely that an unmindful public may see League members as U. S. Marines; and when today's Marines see us wearing uniforms that are a likeness to their own, they will be seeing us as one of their own. Our appearance reflects upon the Marine Corps and Marines everywhere, and we should ever be aware of that responsibility. Uniforms prescribed in the Uniform Code, National Admin Procedures Enclosure (3) are considered appropriate to preserve the respect and dignity of The Marine Corps League and the United States Marine Corps.

b. **MARINE CORPS LEAGUE COVERS** The basic uniform of the Marine Corps League is the unique cover that identifies members of the Marine Corps League. Because all other parts of the uniform that are designated in the Uniform Code Enclosure (3) are optional, the cover remains as the only consistent identifier for Marine Corps League members everywhere, which is why the cover is worn indoors at appropriate Marine Corps League functions. When League Members are wearing the appropriate cover, they are considered to be in uniform.

**NO OTHER TYPE OF COVER MAY BE WORN AT A MARINE CORPS LEAGUE MEETING.**

(Reference: Uniform Code, MCL National Admin Procedures Enclosure (3) Section (V) a - c)

**END OF ARTICLE III**

## ARTICLE IV

### **DETACHMENT BOARD OF TRUSTEES**

**SECTION 400: COMPOSITION.** The Detachment Board of Trustees shall be composed of the Elected Officers listed below. The Junior Past Detachment Commandant will also be appointed as a Voting member of the Board of Trustees ref. Section 410, Paragraph (f.) of this Article.

**a. VOTING MEMBERS:**

- (1) Detachment Commandant
- (2) Detachment Senior Vice Commandant
- (3) Detachment Junior Vice Commandant
- (4) Detachment Judge Advocate
- (5) Junior Past Detachment Commandant

**b. NON-VOTING MEMBERS:** The Detachment Adjutant, Paymaster, and Sgt-At-Arms shall be de facto member(s) without a vote.

**SECTION 405: POWERS OF DETACHMENT BOARD OF TRUSTEES:** Between Meetings the powers and authority of the Detachment Board of Trustees shall be:

a. If a Formal Audit is required, the Detachment Board of Trustees must approve the contract with the Auditor, who is then directly responsible to the Detachment Board of Trustees. (For more details about "Formal Audit" see Chapter Three, Section 3025 of the Department of Tennessee, Administrative Procedures).

b. To promulgate appropriate documents and guides for the proper conduct of official meetings and ceremonies and such other information as is deemed advisable for the establishment of uniform procedures throughout the organization.

c. To designate which Detachment Officers shall be "Bonded" and enter these Offices into the Detachment Bylaws. (See Article 7, Section 710 of these Bylaws).

d. To exercise such powers and do such other actions as are compatible with the National and Department of Tennessee Bylaws and Administrative Procedures which are in the best interest of the Marine Corps League.

e. To exercise Executive Powers between Detachment Meetings.

f. To approve all contracts, which shall then be signed by the Detachment Commandant and the Detachment Paymaster; and

g. To adopt Administrative Procedures to implement the Detachment Bylaws and to conduct the business of the LT. Alexander Bonnyman Detachment #924.

**SECTION 410: DUTIES OF DETACHMENT BOARD OF TRUSTEE MEMBERS:** Each member of the Detachment Board of Trustees shall acquire a working knowledge of the National Bylaws and Administrative Procedures of the Marine Corps League, Department of Tennessee Bylaws and Administrative Procedures of the Department of Tennessee, as well as the LT. Alexander Bonnyman Detachment Bylaws and Administrative Procedures. The specific duties of the Detachment Board of Trustees are:

a. **DETACHMENT CORPORATE TITLES:** In addition to the traditional titles held by the Marine Corps League Officers, the Internal Revenue Service has stated a requirement to have generic corporate titles as required identifiers for the (1) Commandant (2) Senior Vice Commandant and (3) Paymaster. The additional titles are shown below in the respective subparagraphs.

b. **DETACHMENT COMMANDANT** shall also be the **Chief Executive Officer (CEO)** of the LT. Alexander Bonnyman Detachment #924 and shall preside at all sessions of the Detachment Meetings and all Meetings of the Detachment Board of Trustees. The Detachment Commandant, together with the Detachment Board of Trustees, shall have direction and control of the executive and administrative affairs of the Detachment between Detachment Meetings. In addition, the Commandant shall:

(1) Observe and enforce the observance of the Congressional Charter, the National Bylaws and Administrative Procedures, the Department of Tennessee Bylaws and Administrative Procedures and the LT. Alexander Bonnyman Detachment #924 Bylaws and Administrative Procedures.

(2) Establish a communications plan to notify all Detachment members expeditiously by way of mass emails and / or phone trees on issues of high importance either from higher headquarters or announcements / reminders to the Detachment membership.

(3) Call such meetings of the Detachment Board of Trustees as may be required by the Detachment Bylaws and Administrative Procedures.

(4) If the Detachment Adjutant is not present for a meeting, the Detachment Commandant will appoint a "recording secretary" to take the minutes of the meeting. The minutes are to be later transcribed and turned over to the Detachment Adjutant for inclusion in the Detachment official records, subject to a motion to accept with or without amendments at the next meeting.

(5) Seek the advice of the Detachment Board of Trustees and Detachment Staff.

(6) Along with the Detachment Corporate Treasurer (Detachment Paymaster) has custody of all funds and property of the Detachment, subject to the supervision of the other Detachment Board of Trustees.

(7) With the advice and majority vote of the Detachment Board of Trustees, appoint the Detachment Staff Officers enumerated in Article II, Section 235.b. and 235.c.

(8) With the advice and consent of the Detachment Board of Trustees, appoint the necessary standing committees, with exception of;

(a) The Detachment Commandant shall be an ex-officio member of all standing committees, and shall have all the privileges, including the right to vote, but is not required to be counted as a quorum (if one is required) nor have none of the obligations of membership on any committee.

(b) The "Past Detachment Commandants Council" shall be constituted as is provided in Article VI, Section 630.a. of the Detachment Bylaws.

(c) The "Marine of the Year" Committee shall be constituted as is provided in Article VI, Section 635 of the Detachment Bylaws.

(9) Represent the Detachment at all social functions and ceremonies in a manner that will enhance the dignity, honor, and prestige of the LT. Alexander Bonnyman Detachment

(10) Invite guest speaker(s) to Formal Gatherings of the Detachment, as may be required. The Detachment Commandant will discuss the invitation with the Detachment Staff to obtain the best qualified speaker(s) available. The final choice is the prerogative of the Detachment Commandant.

c. **DETACHMENT SENIOR VICE COMMANDANT** - shall be the **Detachment Corporate Secretary** of the LT. Alexander Bonnyman Detachment #924 and shall assist the Detachment Commandant, and during the absence or illness of the Detachment Commandant shall perform the duties of that office. As the Detachment Corporate Secretary, he / she shall have general oversight of the Administration of the Detachment. He / she will chair the annual Detachment Financial Oversight Committee and annual Detachment Inventory Committee.

d. **DETACHMENT JUNIOR VICE COMMANDANT** - shall create and promulgate membership incentives and programs that will produce an enthusiastic response resulting in continuous membership growth. In the absence of the Detachment Commandant and the Detachment Senior Vice Commandant he / she shall perform the duties of the Detachment Commandant.

e. **DETACHMENT JUDGE ADVOCATE** - shall interpret the National, Department of Tennessee and LT. Alexander Bonnyman Detachment #924 Bylaws and Administrative Procedures. He / she shall advise, construe, counsel and render opinions on questions of law and procedure to the Detachment Meeting, Detachment Commandant, Detachment Board of Trustees, and the Detachment Staff when so required in the manner outlined hereafter. A copy of all rulings and opinions must be immediately submitted to the Detachment Adjutant for official filing and quarterly distribution.

(1) **AT THE DETACHMENT MEETING**, upon the request of two (2) Members, in Good Standing, through the Chair, the Detachment Judge Advocate shall render an opinion on law and procedure to the Chair whereupon the Chair will rule upon the opinion and question, which ruling shall be final unless appealed by an appropriate number of Members as specified for a Roll-Call Vote in Article II, Section 230, whereupon the Judge Advocate will put the question "Shall the ruling of the Chair be sustained?" A standing vote of Members will be called and two thirds (2/3) majority of the total vote of the Members present, and voting will be required to reverse the ruling of the Chair.

(2) **AT THE DETACHMENT BOARD OF TRUSTEES MEETINGS**, the procedure in Section 410, e. (1) (above) shall apply and two thirds (2/3) of the Detachment Board of Trustees present, and voting will be required to reverse the ruling of the Chair.

(3) **QUESTIONS THROUGH CHANNELS**. On all questions of law and procedure pertaining to the Marine Corps League or any of its subsidiaries referred to this office through channels, the Detachment Judge Advocate shall render an opinion in writing and return it to the parties concerned and to the Detachment Commandant. Such rulings shall be binding unless and until appealed to the Department of Tennessee Judge Advocate on a timely basis in accordance with Chapter Nine of the National Administrative Procedures.

f. **JUNIOR PAST DETACHMENT COMMANDANT** – shall be a voting member of the Detachment Board of Trustees and is to be reappointed after each Election of Officers. The Junior Past Detachment Commandant shall normally be the last outgoing Detachment Commandant. If that individual is unable to serve for any reason, another Past Detachment Commandant will be designated for that post, with the consent of the remaining members of the Board of Trustees. If there is not a Past Detachment Commandant who is willing or is able to serve, that post will remain vacant.

g. The *de facto* Member(s) listed in Section 400.b. (above) are included in Meetings and Discussions of the Detachment Board of Trustees to provide information and recommendations to the Voting Members concerning matters that are included in their specific areas of responsibility.

h. **LIMITATIONS:**

(1) No individual Member of the Detachment may hold more than one (1) Elective Office at any one time.

(2) The designated Junior Past Detachment Commandant may not hold an Elective Office in addition to his / her Designated Office

**SECTION 415: VACANCIES OF DETACHMENT OFFICERS:**

a. **DETACHMENT COMMANDANT:** Should the Detachment Commandant's position become vacant, the Detachment Senior Vice Commandant will normally serve as the new Commandant for the remainder of the term. If unable to serve, the Detachment Junior Vice Commandant will normally serve as the new Commandant for the remainder of the term. The new Commandant will be responsible for finding a replacement for their previous position with assistance and approval of the Detachment Board of Trustees.

b. **DETACHMENT SENIOR VICE COMMANDANT:** Should the Detachment Senior Vice Commandant position become vacant, the Junior Vice Commandant will normally serve as the new Senior Vice Commandant for the remainder of the term. If unable to serve, the Commandant will be responsible for finding and appointing a replacement for the vacancy, with assistance and approval of the Detachment Board of Trustees.

c. **DETACHMENT JUNIOR VICE COMMANDANT:** Should the Detachment Junior Vice Commandant become vacant, the Detachment Commandant will be responsible for finding and appointing a replacement for the vacancy for the remainder of the term, with assistance and concurrence of the Detachment Board of Trustees.

d. **DETACHMENT JUDGE ADVOCATE:** Should the Detachment Judge Advocate position become vacant, the Detachment Commandant will be responsible for finding and appointing a replacement for the vacancy for the remainder of the term, with assistance and concurrence of the Detachment Board of Trustees.

e. **DETACHMENT PAYMASTER:** Should the Detachment Paymaster position become vacant, the Detachment Commandant will be responsible for finding and appointing a replacement for the vacancy for the remainder of the term, with assistance and concurrence of the Detachment Board of Trustees.

f. **Any OTHER DETACHMENT OFFICER VACANCIES:** Should any other Elected or Appointed officer position become vacant, the Detachment Commandant will be responsible for finding and appointing a replacement for the vacancy for the remainder of the term, with assistance and approval of the Detachment Board of Trustees.

g. **CAUSES FOR VACANCY:** In addition to death, resignation, or incapacity, a vacancy will occur through: (Reference MCL National Bylaws Section 925.a.(6).)

(1) Failure to attend two consecutive, officially called meetings of the Detachment Board of Trustees, or;

(1) Removal from office by disciplinary action in accordance with Chapter (9) of the National Administrative Procedure.

**SECTION 420: QUORUM:** A majority of the Voting Members of the Detachment Board of Trustees shall constitute a quorum for Meetings of the Detachment Board of Trustees.

**SECTION 425: VOTING:** Each member of the Detachment Board of Trustees shall have one (1) vote, except as noted above. There shall be no proxy voting. The Detachment Judge Advocate shall abstain from voting on all matters wherein he/she has rendered an official opinion.

**SECTION 430: DETACHMENT BOARD OF TRUSTEES MEETINGS:**

a. The Detachment Board of Trustees shall meet;

(1) **ANNUALLY** immediately after the Detachment Election of Officers, for the purpose of determining the confirmation of the New Commandant's nominations for Appointed Officers and Standing Committee Chair(s) for the upcoming term.

(2) **MONTHLY** on the second Monday of each month, location and date are subject to change:

(a) To provide interim reports of the executive administration of the Detachment Board of Trustees / Appointed Officers and Committees throughout the year.

(b) To finalize preparations for the ensuing Detachment events and;

(c) To identify pending and unaccomplished executive actions warranting further action by Committee's or by the Detachment Board of Trustees during the ensuing fiscal year.

(3) **SPECIAL MEETINGS** at the call of the Detachment Commandant for a special meeting to deal with an urgent issue(s), providing that a quorum of the Detachment Board of Trustees is assured through the conduct of polling by the Detachment Adjutant prior to the issue of the call for a special meeting. These meetings are authorized by teleconferencing.

b. **CONDUCT OF BUSINESS** at all Detachment Board of Trustees meetings shall be governed by the Detachment Bylaws and Administrative Procedures. The rules in the current edition of Robert's Rules of Order Newly Revised shall govern the Detachment Board of Trustees meetings in all cases to which they are applicable and in which they are not in conflict with the LT. Alexander Bonnyman Detachment Bylaws and Administrative Procedures and any special rules of order that the Detachment may adopt. In the event of a conflict, the ruling authority is the Detachment Bylaws, and the Detachment Administrative Procedures, and then Robert's Rules of Order Newly Revised.

**END OF ARTICLE IV**

## **ARTICLE V**

### **DETACHMENT STAFF**

**SECTION 500: COMPOSITION.** The Detachment Staff is comprised of the Detachment Board of Trustees, Appointed Detachment Officers, Detachment Committee Chairmen, Detachment Liaison Officers and Past Detachment Commandants.

#### **SECTION 505: DETACHMENT APPOINTED OFFICER DUTIES AND REPORTS**

a. **DETACHMENT ADJUTANT**- Shall maintain / update the Administrative Records of the Detachment, including but not limited to;

- (1) Maintain - Minutes of all Detachment Meetings,
- (2) Maintain - Motion Logs of all Membership / Staff Meetings,
- (3) Maintain - up-to-date lists of agenda items to be covered at Det. meetings,
- (4) Maintain - Attendance Rosters of all Meeting,
- (5) Maintain - New Members Log, to include the applicants sponsor / recruiter,
- (6) Maintain - Detachment Reports of Officer Installation (ROI's).
  - (a) Forward original to Department Adjutant
  - (b) Forward copy to Department Paymaster
- (7) Maintain - copies of all Detachment Officer and Committee Reports turned in,
- (8) Maintain - a listing and copies of all detachment members personal Awards and Citations issued by the Detachment and/or higher Headquarters
- (9) Maintain - a listing and copies of all the Detachment Unit Awards and Citations presented to the LT. Alexander Bonnyman Detachment by higher Headquarters (See Encl (3)
- (10) Maintain - Copies of all Detachment Reports that are to be sent to Higher Headquarters, i.e., National Headquarters, Southeast Division and the Department of Tennessee,
- (11) Maintain - a Log of all Detachment Activities for reporting at:
  - (a) Fall/Spring Department Conferences
  - (b) Department Conventions
- (12) And perform such other duties as required by the Detachment Commandant.

b. **Detachment Paymaster** is responsible for maintaining all financial records of the Detachment, to include records of revenue, receipts, expenditures, checking and financial account statements and summary reports, financial reports, fees, taxes, scrutiny of expenditures, and bookkeeping under his/her purview. He/she also has the responsibility of keeping the Detachment Officers and Members aware of the Detachments financial status. He/she acts as the controller of Detachment funds ensuring that funds are used properly as determined by the Detachment Budget and Bylaws. The Detachment Paymaster shall serve as a member of the Detachment Budget and Finance Committee.

- (1) **Acts as Controller of Detachment Funds-** The Paymaster is responsible for paying authorized bills and assures the legitimacy of all payment requests prior to releasing funds for disbursement. He/she is also responsible for assuring that proper documentation accompanies all requests for payments in the form of invoicing/billing, receipts, and approval. The Paymaster monitors cash-flows and expenditures on behalf of the Detachment's membership. Therefore, has the obligation to question expenditures and if necessary present the matter to the Board of Trustees if there is a doubt about a disbursement.
- (2) **Signer of all Banking Documents -** The Paymaster is the primary signer on all bank accounts and financial documents, along with the Commandant.
- (3) **Receives Dues And Forwards Transmittals** - This job can be shared by the Detachment Junior Vice Commandant based on practicality.
- (4) **Maintains the Detachment Membership Data Base-** Providing membership information to the Detachment Officers for the performance of their duties.
  - (a) Membership Directories
  - (b) Email listings for mass emails to members
  - (c) Mailing labels for monthly Newsletters
- (5) **Forward Copies of Annual Filings** - to National MCL Headquarters via Department Paymaster:
  - (a) Internal Revenue Service (IRS) (990's) filings
  - (b) Secretary of State (TN) Incorporation renewals
  - (c) Secretary of State (TN) Charity Solicitation renewals
  - (d) Annual Paid Life Members Audit

c. **DETACHMENT CHAPLAIN** - Shall perform the duties delineated in Chapter Three, Section 3020 of the Department of Tennessee Administrative Procedures, and perform such other duties as required by the Detachment Commandant.

d. **DETACHMENT SERGEANT-AT-ARMS** - Shall preserve order at Detachment Meetings. Supervise the setup and breakdown of the Detachment meeting facility, ensuring that all League equipment is properly stowed away at the close of each meeting and perform such other duties as required by the Detachment Commandant.

e. **ADDITIONAL OFFICERS APPOINTMENTS** - As may be determined by the Detachment Commandant with the concurrence of the Detachment Board of Trustees, additional Officers may be appointed to properly conduct the business of the Detachment.

**SECTION 510: DETACHMENT STAFF POWERS**. The power and authority of the Detachment Staff shall be the same as that of the Detachment Board of Trustees, except that appointed Detachment Officers, Committee Chairmen, Liaison Officers and Past Detachment Commandants (except the Junior Past Commandant), shall have no vote in the Detachment Board of Trustees Meetings, and shall not be considered in determining a quorum for the Detachment Board of Trustees Meetings.

**SECTION 515: VACANCIES OF APPOINTED OFFICERS**. A vacancy in an Appointed Office, a Committee Chairman, or a Committee Member shall be filled for the remainder of the term as soon as practical by the Detachment Commandant. All such appointments shall be approved by the Detachment Board of Trustees.

**END OF ARTICLE V**

## **ARTICLE VI**

### **DETACHMENT COMMITTEES**

#### **SECTION 600 - COMPOSITION**

a. **DETACHMENT COMMANDANT** - shall be an ex-officio member of all standing committees, and shall have all the privileges, including the right to vote, but is not required to be counted as a quorum (if one is required) nor have any of the other obligations of membership on any committee.

b. **COMMITTEE REPORTS**. The Detachment Commandant and the Detachment Adjutant shall be given copies of all written committee reports presented to the Detachment membership. All external reports that are required to be sent to higher headquarters will be reviewed and approved by the Detachment Commandant prior to submission, sufficient time should be allowed in order to provide for an adequate review of the reports to meet any required deadlines.

c. **COMMITTEE MEETINGS**

(1) As a courtesy, all members of the Board of Trustees will be informed of the dates, times and locations of all scheduled standing committee meetings.

(2) All Detachment members are entitled to attend committee meetings and present their views on the subject before it. However, during deliberations only the members of the committee have the right to be present.

d. **COMMITTEE TYPES** - Three types of committees may be established by the Detachment Commandant with the advice and consent of the Detachment Board of Trustees to assist in the conduct of business within the Detachment. The term of office for all committee members shall expire at the end of the term of office of the Detachment Commandant. Members may be reappointed for another term. In addition to the established committees, the Past Detachment Commandants Council is established to function as an ongoing advisory body within the organization of the Detachment.

(1) **Standing Committees** are appointed to meet as required throughout the year to deal with matters that come within their area of responsibility. These committees include but are not limited to:

|                                       |
|---------------------------------------|
| a. Americanism Committee              |
| b. Budget and Finance Committee       |
| c. Bylaws Committee                   |
| d. Commandants Council                |
| e. Det. Service Officer               |
| f. Fallen Marine Program              |
| g. Funeral Honors Coordinator         |
| h. Historian                          |
| i. Hospitality Coordinator            |
| j. Marine for Life Liaison            |
| k. Legislative Committee              |
| l. Marine of the Year Committee       |
| m. Boy Scouts/Eagle Scout Coordinator |

|                              |
|------------------------------|
| n. Homeless Vets Coordinator |
| o. Marksmanship Coordinator  |
| p. Newsletter Editor         |
| q. Quartermaster             |
| r. CCVAS Coordinator         |
| s. Toys for Tots Liaison     |
| t. VAVS "Volunteer Service"  |
| u. Web Sergeant              |
| v. Young Marines             |
| w. Others as needed          |
| x.                           |
| y.                           |

(2) **Special Committees:** may be appointed to deal with matters specific to a particular issue. These Committees are the (1) Financial Oversight / Inventory Committee, and (2) the Officer Nominating Committee.

(3) **Temporary Committees:** will be appointed on an as required basis to deal with specific matters that do not fall within the jurisdiction of other existing committees and cannot be handled in an expeditious manner by the Detachment Staff. The composition and scope of the Temporary Committees will be determined by the matter(s) to be considered.

**SECTION 605 – BUDGET AND FINANCE COMMITTEE:** - Where as the Detachment Paymaster is an Appointed Officer position he / she shall be the Chairman of this Committee and will consist of additional members as may be required. This Committee will be responsible for the preparation of the Detachment Budget for the conduct of business for the upcoming Fiscal Year (F/Y) and the Mid-Year review. These proposed Budgets are to be presented at the Detachment Board of Trustees Meetings in June and in January of each year to allow time for any adjustments to be made before the Regular Membership Meetings later in these same months. Additionally, this committee will monitor the budget and devise ways of increasing funds for the Detachment.

**SECTION 610 - BYLAWS COMMITTEE:**

a. This Committee will be chaired by the Detachment Judge Advocate and will consist of additional members as needed who are appointed by the Detachment Commandant.

b. This Committee will receive and review all proposed changes and amendments to the Detachment Bylaws. The committee will report all proposals received to the Membership in a Regular Business Meeting with a recommendation for appropriate action.

c. This Committee will also observe the various procedures required to efficiently operate the Detachment and will produce manuals and/or documents, with the approval of the Detachment Board of Trustees, to assist the Detachment Staff in the performance of their duties.

**SECTION 615 – FINANCIAL OVERSIGHT / INVENTORY COMMITTEE:** - This committee will be chaired by the incoming Senior Vice Commandant and will take place during the following month preceding the installation of the new officers. The committee will audit all books and records of the Detachment Paymaster and will inventory all Detachment property and report the results of this audit at the next Detachment Regular Business Meeting that follows the completion of the audit. This committee shall consist of at least two other members, who shall be Past Detachment Commandants, if possible. This committee may utilize the services of other officers or committees of the Detachment as may be required to complete the audit in a sound and timely fashion. The Detachment Commandant may convene this committee for additional auditing as may be made necessary by events. See Section 755 of the Detachment Bylaws for additional reporting requirements.

**SECTION 620 – OFFICER NOMINATING COMMITTEE:** – Whenever it is invoked, this Committee will be responsible for providing a slate of qualified officers for the ensuing year. The Detachment Junior Past Commandant will chair the Committee and consist of at least three members, who should be Past Detachment Commandants, whenever practical. Due to the importance of this Committee's recommendations, the Nominating Committee members should be individuals who have served in elective office in the Marine Corps League before. Additionally, members who intend to stand for one of the Detachment Elective Offices will not be named to this Committee. The Committee will be appointed in October of each year to allow for the orderly flow of the following events:

a. An individual member desiring to stand for Elective Office shall notify the Nomination Committee and provide a brief summary of their qualifications and any prior Offices held within the Marine Corps League before.

b. The Committee may receive names from sources other than the individual. If any are thus tendered, the Committee will ensure that the individual is willing to serve in the appropriate office prior to further consideration.

c. The Committee will then determine a slate of one nominee for each Elective Office. The selection of the slate need not require the unanimous agreement of all members but should reflect a general consensus of the members.

d. This slate will be presented to the entire Detachment Membership in the Detachment “**December and January**” Newsletter’s prior to the January Detachment Business Meeting.

**SECTION 625 – PAST DETACHMENT COMMANDANTS COUNCIL:** - Recognizing the honor and importance bestowed on the office of Commandant by all levels of the Marine Corps League, the LT. Alexander Bonnyman Detachment #924 hereby formally establishes the Past Detachment Commandants Council. This Council shall consist of all living Past Detachment Commandants and shall be chaired by the Junior Past Detachment Commandant. The Past Detachment Commandants Council shall function as an advisory board for the Detachment Commandant and the Detachment Board of Trustees and shall also function as a Grievance Committee for the Detachment. This Council shall meet at such times as may be required.

a. **PAST DETACHMENT COMMANDANTS AWARD:** This award has been designated as “The Semper Fidelis Award”. It is a prestigious award presented to Regular or Associate members of the Detachment by the LT. Alexander Bonnyman Detachment #924 Past Commandants Council for services rendered above and beyond the call of duty within the Detachment or the community.

(1) The name(s) and the year selected of all past recipient(s) of the “Semper Fidelis Award” shall be published in the Detachment Admin Procedures (when published).

(2) Presentation – The Semper Fidelis Award(s) shall be presented at the Annual Detachment Marine Corps birthday celebration or appropriate event.

(3) Award – Semper Fidelis Award will consist of a plaque presented to the recipient(s). The Plaque(s) will be engraved with the name of the award, the year of the award and the recipient(s) name(s).

(4) The Semper Fidelis Display Trophy – will be engraved with the recipient(s) name(s) and year.

(5) Funding – The cost of the Plaque(s) and all engraving will be borne by the Detachment.

b. In its role as an advisory board, the Past Detachment Commandants Council shall be guided by the appropriate sections of the National Bylaws and the National Administrative Procedures that describe the Past National Commandants Council.

c. The names and the year(s) served of all Past Detachment Commandants shall be published in the Detachment Admin Procedures (when published).

d. **GRIEVANCE COMMITTEE** - In its role as a grievance committee, the Past Detachment Commandants Council may receive and review complaints of improper action on the part of officers or individual members within the Detachment. Complaints may originate and be submitted by any Member in Good Standing. Recognizing that this type of action may be divisive within the Detachment, the Past Detachment Commandant's Council may be asked, with the consent of the Petitioner, to function as a mediating council to informally deal with complaints within the Detachment and possibly resolve them without the necessity of formal action. In this role, the complaint will be submitted in writing to the Junior Past Detachment Commandant and will be as factually complete as possible. This Council will not be a Disciplinary Board of the Detachment; neither will it replace the disciplinary procedures established in the National Bylaws and the National Administrative Procedures. The Council's function in this role is intended to provide a channel to informally present such complaints and possibly resolve them without formal disciplinary action. Should the aggrieved Member not agree to mediation by the Council and elects to submit a formal complaint in accordance with Chapter Nine of the National Administrative Procedures, the Council will terminate any involvement with the complaint.

(1) **Findings** - The Council's findings will be advisory and will be submitted to either the Board of Trustees or the Detachment Regular Business Meeting, as appropriate, with recommendations for specific corrective actions. If, however, voluntary corrective action is taken and the complainant is satisfied, that complaint may be closed. The Council will retain the original written complaint and its final resolution or recommendation, which will be available for review at the Detachment Regular Business Meeting. A quorum for the Council when acting as a grievance committee will be three (3) members, including the Chair. If the complainant requests a formal meeting before the Council, it will be scheduled at a mutually acceptable time and date when a quorum will be available.

(2) This Council will not be a "Disciplinary Board" since the Detachment has no jurisdictional disciplinary authority over Members of the Detachment. Once a formal complaint is filed on a grievance or a disciplinary charge(s) in accordance with Chapter Nine of the National Administrative Procedures, this Committee will cease any deliberations or actions on the matter.

#### **SECTION 630- DETACHMENT MARINE OF THE YEAR COMMITTEE:**

a. The Detachment Marine of the Year (MOY) Award has been designated as "The Sergeant Major David R. Hatfield" Award. It is the most prestigious award that can be presented by the Detachment to one of its members who has rendered service and performed at a level above and beyond the duties and obligations of an office or position held within the Marine Corps League or Detachment. This Committee shall consist of all living Past Detachment MOY.

b. The name and the year selected of all past recipients shall be published in the Detachment Admin Procedures.

c. The Marine nominated for the MOY award must be a regular member in good standing, with dues paid and no unresolved obligations to the Marine Corps League or the Detachment.

d. Presentation – The MOY award shall be presented at the Annual Detachment Marine Corps birthday celebration or appropriate event.

e. Award – The MOY award will consist of a wooden Plaque and the Marine Corps League's Detachment level MOY Medallion and the designated Detachment level MOY Ribbon for the ribbon bar with the appropriate EGA device. The Medallion will be engraved on the back with the name of the award, the year of the award and the recipient's name.

f. Traveling Trophy – The MOY recipient will be presented with the “Sergeant Major David R. Hatfield Traveling Trophy” engraved with the recipient’s name and year.

g. Funding – The cost of the Plaque, Det MOY Medallion, Det MOY Ribbon and all engravings will be borne by the Detachment.

**SECTION 635- DETACHMENT ASSOCIATE MEMBER OF THE YEAR COMMITTEE:**

- a. This Committee shall consist of all living Past Detachment Associate Members of the Year and Marines of the Year.
- b. The name and the year selected of all past recipients shall be published in the Detachment Admin Procedures.
- c. The Associate member nominated for the AMOY award must be a regular member in good standing, with dues paid and no unresolved obligations to the Marine Corps League or the Detachment.
- d. Presentation – The AMOY award shall be presented at the Annual Detachment Marine Corps birthday celebration or appropriate event.
- e. Award – The AMOY award will consist of a wooden Plaque and the Marine Corps League’s Detachment level AMOY Medallion. The Medallion will be engraved on the back with the name of the award, the year of the award and the recipient’s name.
- f. Traveling Trophy – The AMOY recipient will be presented with the Traveling Trophy engraved with the recipient’s name and year.
- g. Funding – The cost of the Plaque, Det AMOY Medallion, Det AMOY Ribbon and all engravings will be borne by the Detachment.

**SECTION 640 – COMMITTEE MEETINGS** - Except as may be noted in these Bylaws, the business of these Committees may be in person, by telephone, by mail or by such other means, such as E-Mail and other electronic means as is available to all members of the Detachment Staff.

**SECTION 645 – VACANCIES AND ABSENCES** - In the event of vacancies or absences on any committee or board, the Detachment Commandant may appoint replacements to serve in place of the missing member. Absent members will normally resume their post upon return.

-- END OF ARTICLE VI --

## **ARTICLE VII**

### **FISCAL AND FINANCE**

**SECTION 700 – GENERAL** – The Detachment will conduct all financial matters under its control in an open manner. However, it will not be open or released to the general public. If a proper request is made by a Detachment member in advance, the Detachment Financial Reports will be available for review at a Regular Business Meeting. Questions concerning financial matters will be directed to the Detachment Commandant and the Detachment Paymaster.

a. The Detachment Budget and Finance Committee will provide information and guidance in the conduct of the Detachment's Financial Affairs.

b. All Detachment Funds will be held in a location or account that is secured in an appropriate manner, such as the Federal Insurance Contributions Act (FICA) or the Federal Credit Union Act (FCUA).

#### **SECTION 705 – STATUS:**

a. The Detachment is Incorporated in the State of Tennessee as a Not-for-Profit Organization and is operating under the Internal Revenue Service Group Exemption Number 0955 of the National Organization of the Marine Corps League. As such, the Internal Revenue Service recognizes the Detachment as a 501(c)4 organization. Normally this classification may not accept tax-exempt donations; however, the Internal Revenue Service made a determination in 1946 that allowed the Marine Corps League to accept donations, and Donors may be able to deduct the Donation from their reportable income.

b. Also, the Detachment is qualified under this authorization for exemption from Tennessee Sales Tax, subject to the provisions of Tennessee Statutes and Code.

c. Documentation and copies of the Tennessee State Sales Tax Exemption letters are available from the Detachment Paymaster and/or posted on the Detachment Website if needed. The use of this Exemption Letter requires a member to use a Detachment check or the Detachment Charge Card.

#### **SECTION 710 – DESIGNATING FINANCIAL OFFICERS AND BONDING**

a. In accordance with the National Bylaws, the following Detachment Officers are hereby designated to handle funds for the Detachment, and as such are covered under the MCL National Blanket Bond.

- (1) Detachment Commandant.
- (2) Detachment Senior Vice Commandant.
- (3) Detachment Paymaster.
- (4) Junior Past Detachment Commandant.

b. All officers designated to handle funds of the Detachment within the territorial provisions of the commercial crime policy are covered by the MCL National Blanket Bond.

c. All financial accounts will be established so that two (2) signatures are required by the above designated Officers to withdraw funds and / or modify accounts.

#### **SECTION 715 – DETACHMENT BUDGET:**

a. The Budget and Finance Committee will present a proposed “Line Item” Detachment Budget for consideration and approval annually, at the June Detachment membership meeting. This Annual Budget will cover the period of the next “Fiscal Year” (FY) July 1 through June 30. The proposed new Annual Budget will reflect the actual Income and Expenses of the Detachment from the previous twelve (12) months for comparison.

b. The Detachment Budget shall reflect the purposes and goals of the Marine Corps League, as stated in the National Charter authorized by the United States Congress and signed by the President.

c. Any monetary expenses stated in the Detachment Budget will be subject to the availability of funds.

d. The Income or Expenses of the Detachment may vary significantly during the year, the Detachment Paymaster will present a Mid-Year Budget each January with recommended modifications, to include the rationale for recommended changes for the membership’s approval. The Mid-Year will also reflect the actual Income and Expenses of the previous Six (6) months for comparison. If the Mid-Year Budget is approved and / or amended by the body, this will become the new Budget for the remainder of the FY.

#### **SECTION 720 – AUTHORIZATION TO RECEIVE AND DISBURSE FUNDS:**

a. Only the designated Financial Officers of the Detachment are authorized to Receive and Disburse Funds. Any and all functions, which are official or semi-official functions of the Detachment, will include provisions for any funds involved to be paid to a Financial Officer, normally the Paymaster. Upon receipt of the funds, the Paymaster will provide for such payments as are required for the function.

b. The Detachment Paymaster will ensure that the proper documentation for the State of Tennessee Sales Tax Exemption for non-profit organizations is available and is properly utilized as provided by the Tennessee Code whenever appropriate.

c. The Board of Trustees guided by the current FY Budget may authorize specific Officers, and Committee Chairs of the Detachment to obligate funds for specific purposes, if previously approved in the current FY Budget.

d. Whenever such special authorizations are approved, they will be stated in the Detachment FY Budget. A reasonable maximum amount will be specified, and each disbursement will be reported to the Membership at the next Regular Business Meeting.

#### **e. LIMITATIONS –**

(1) Except as may be specifically provided in these Bylaws and listed in the Detachments current FY Budget, no Officer or individual Member of this Detachment shall have the authority to expend funds or financially obligate the Detachment in any way unless approved by the Detachment Membership at a Regular Business Meeting.

(2) Any new request for funds over two-hundred and fifty dollars (\$250) requires a review by the Budget and Finance Committee prior to the Detachment Board of Trustees meeting. Sufficient time should be allowed to provide for an adequate review concerning its feasibility and propriety under these Bylaws. (See also Section 735 below).

(3) Funds (expenditures) that do not have the prior approval in the Detachment current FY Budget above two-hundred and fifty dollars (\$250) will require the approval vote of the Detachment Membership prior to disbursement.

(4) “Prior Notification” as defined in *Robert’s Rules of Order, Newly Revised* and in these Bylaws shall apply in all cases.

## **SECTION 725 – DETACHMENT MEMBERSHIP DUES:**

a. The Detachment Members in a Meeting of the Body Assembled shall have the sole authority to fix the amount of the Detachment Dues. Once fixed by the Body Assembled, Dues will remain at that amount until changed by a subsequent Detachment Meeting. (See also Section 330 of these Bylaws)

b. Dues, consisting of the total of the Detachment Dues, the Department of Tennessee Dues and the National Dues will be collected by the Detachment Paymaster. The Department of Tennessee and National Dues will be submitted to the Department of Tennessee Paymaster, with a Dues Transmittal and separate checks for the Department and National Dues payments.

c. When a Detachment Dues increase is considered, prior notification will be given to all Members. A required vote of the Detachment Membership will be scheduled for the “**Next**” regular meeting “**After**” the meeting in which the motion “To increase membership dues” was first put forth to the body.

## **SECTION 730 – TAX LIABILITY AND CHARITABLE SOLICITATIONS AND REQUESTS FOR FUNDS:**

a. The LT. Alexander Bonnyman Detachment #924, as a subordinate of the National Marine Corps League is designated by the Internal Revenue Service (IRS) as a not-for-profit organization and donors may be allowed to deduct their donation from their taxable income liability.

b. In order to solicit or receive any donations in Tennessee, the LT. Alexander Bonnyman Detachment #924, Department of Tennessee is required to Register or Request an Exemption annually from the Tennessee Secretary of State, in accordance with the *Tennessee Code Annotated*, §48-101-513.

c. Detailed provisions are included in Chapter Seven, Section 7030 of the Department of Tennessee Administrative Procedures.

**SECTION 735 – CONTRIBUTIONS AND SUPPLEMENTAL FUNDS REQUEST:** Any request for funds from the Detachment that would exceed three hundred dollars (\$300.00) will be presented to the Board of Trustees via the Budget and Finance Committee at a Detachment Board of Trustees Meeting for their consideration and recommendation to the Membership. (See Request for Funds Form Enclosure (5).) The request will be in writing and will explain the nature of the request and the proposed use of the funds to accomplish the stated goal(s). Such requests shall be presented to the body with the Committees recommendation of Approval or Disapproval at the next Regular Detachment Meeting. If these funds are approved and then are not or cannot be used for the requested purpose, the funds will be returned to the Detachment Paymaster without the necessity of a demand.

## **SECTION 740 – DISCRETIONARY FUNDS –**

- a. **DETACHMENT COMMANDANT** - The Detachment Commandant is authorized a discretionary fund of three hundred dollars (\$300.00) to spend without prior authorization of the Detachment for items he/she deems necessary for the good of the League. Receipts should be provided to the Paymaster. The Board of Trustees shall approve additional funds in three hundred dollar (\$300.00) increments to replace these funds as necessary to maintain the three hundred (\$300.00) account balance.

1. The Detachment Commandant is authorized reimbursement for his/her and lodging expenses incurred while attending the Department of Tennessee Convention, the Southeast Division Conference and the National Marine Corps League Mid-Winter Conference and National Convention in the performance of his/her duties. Reimbursed expenses shall not exceed the Executive Board approved annual budget amount. The Detachment Commandant must provide receipts to the Detachment Paymaster to receive the reimbursement. Should the Commandant not be able to attend the above events the Board of Trustees may authorize another current Detachment Member to be the Detachment's Designated Event Attendee(s).
- b. **DETACHMENT CHAPLAIN** - The Detachment Chaplain is authorized a discretionary fund of one hundred fifty dollars (\$150.00) to spend without prior authorization of the Detachment for items he/she deems necessary for the good of the League, i.e. Get Well / Sympathy Cards, Postage, Memorial Remembrances for deceased members and their spouses or area Marine Veterans he/she feels are in need of assistance. Receipts shall be provided to the Detachment Paymaster. The Board of Trustees shall approve additional funds in one hundred fifty-dollar (\$150.00) increments to replace these funds as necessary to maintain the one hundred fifty-dollar (\$150.00) account balance.
- c. **DETACHMENT DESIGNATED EVENT ATTENDEES** - FUNDS REIMBURSEMENT FOR EXPENSES: All duly elected officers of the Detachment, who are required and approved by the Executive Board to attend Department of Tennessee and National official meetings, and or, conventions, shall be reimbursed for actual auto mileage at the then current rate as prescribed by the Internal Revenue Service (IRS) for the use of their vehicle. If such meeting requires an overnight stay, motel/hotel lodging will be reimbursed. Allowance for meals and incidental expenses for an overnight stay will be by per diem quarter, based on the prevailing GSA Per Diem rate and rules as published on the GSA portal page: [www.gsa.gov](http://www.gsa.gov). All expense are pre-budgeted annually by the Executive Board and must be adhered to, expense above and beyond budget, will need to be pre-approved by the Executive Board or will come out of the attendee's pocket.
- d. **DELEGATE REGISTRATION FEES** - For members attending Marine Corps League Conventions and/or Conferences approved by the Executive Board will be paid by the Detachment.

**SECTION 745 – SPECIAL PROVISIONS AND RESTRICTIONS:** Whenever funds which are designated or set aside for a specific purpose, they shall not be utilized for other purposes without the expressed consent of the Membership. Such consent will be only provided as follows:

a. The intent to change or dissolve a "Designated Fund" will be published to the Membership by the use of email or by separate mailing at least thirty (30) days before a vote may be taken. The circumstances of the intent will be discussed and debated at least one Regular Business Meeting prior to a vote being taken. A two-thirds (2/3) majority of the Members present and voting at the first Regular Business Meeting following the satisfaction of these provisions may change the designation of such funds.

b. In the event that provisions of the preceding paragraph cannot be met, a two-thirds (2/3) majority vote of the entire Membership shall be required to change or dissolve a "Designated Fund". Such a vote may be by mail, and if so, the envelopes provided will have an external marking to show that it is a vote and will remain unopened until the vote is counted as specified in the voting instructions.

c. In the event that funds were "Solicited" or provided voluntary for a specific purpose or project, i.e., "Building Fund" etc, these funds will therefore be designated for that purpose only and may not be changed or dissolved unless the Donor(s) are given a full refund. If refunding the donor(s) is not possible, Paragraph "a." or "b." (above), whichever is appropriate, will apply.

#### **SECTION 750 – FINANCIAL REPORTS:**

a. The Detachment Paymaster will ensure that a proper Financial Report is available at all Regular Detachment Meetings and Board of Trustees Meetings. This requirement includes the General Financial Account, all Dedicated or Special Funds and any Investment Accounts.

b. The Detachment Paymaster will publish an Annual Financial Statement following the end of the Fiscal Year. The Statement will include all accounts and may include projected credits and debits.

#### **SECTION 755 – FINANCIAL OVERSIGHT, REVIEW AND INVENTORIES:**

a. A financial review of the Detachment's financial records shall be conducted by the Financial Oversight Committee immediately after the election of the Detachment's Officers each year.

b. The Financial Oversight Committee will read the following statement of financial position and statement of financial income and expense prepared from the books and records of the Detachment and determine that only the following comment appears, as modified where the parenthesis appear, on those two reports:

"We have prepared the accompanying financial statements of the LT. Alexander Bonnyman Detachment #924 as of (time period) for the (period) then ended. This presentation is limited to preparing in the form of financial statements information that is the representation of management."

"We have not audited, reviewed or compiled, under professional standards prescribed for such services, the accompanying financial statements and accordingly do not express an opinion or any other form of assurance on them. We are not licensed by this state, as a certified public accountant, public accountant or accounting firm, to provide those types of services."

c. The Committee will inventory all detachment property and report the results of its oversight of the reports and inventory count to the Detachment. It is the responsibility of all members who have custody of such records, books, and property to make such available to the Committee. This committee may utilize the services of the Budget and Finance Committee and other such officers or committees of the Detachment as may be required to complete the financial oversight in a sound and timely fashion. The incoming and outgoing Detachment Commandant will be provided with a copy of the financial review. The review will be presented at the next official Detachment meeting to the membership. Review results will be maintained with the Detachment Paymaster and Adjutant records.

**SECTION 760: INSPECTION OF RECORDS:**

a. Tennessee Code § 48-66-105 provides that any accredited Member in Good Standing in a Mutual Cooperation, which describes the members of the LT. Alexander Bonnyman Detachment #924, have the right to view certain Financial Records. (Refer to the *Tennessee Code* for details).

(1) The members' demands must be made in good faith and for a proper purpose.

(2) The member must describe with reasonable particularity the purpose and the records the member desires to inspect; and

(3) The records are directly connected with the purpose for which the demand is made.

b. This inspection of records is also applicable to the Marine Corps League, Department of Tennessee to examine the LT. Alexander Bonnyman Detachment's records with the same restrictions.

**END OF ARTICLE VII**

## **ARTICLE VIII**

### **SUBSIDIARY AND AFFILIATED ORGANIZATIONS**

#### **Section 800: AUTHORITY**

a. All Subsidiary Organizations which function and operate directly or indirectly under the Congressional Charter and name of the Marine Corps League are subject to the authority, supervision, direction, control, and discipline of the Marine Corps League National Headquarters.

b. All Subsidiary Organizations are under the authority of the National Marine Corps League, only.

c. Affiliated Organizations are organized and incorporated independently of the Marine Corps League, but they are structured to complement the activities of the Marine Corps League.

d. If the Detachment or an individual Member should have any complaints against a Subsidiary or Subordinate of the Subsidiary Organization or an Affiliated Organization, they must follow their appropriate chain of command that will refer it to the National Marine Corps League for adjudication. Such complaint(s) must be referred in writing via certified mail to the National Judge Advocate for appropriate action.

e. If a Subsidiary or Subordinate Organization or Affiliated Organization have any complaints, grievances and/or charges against the LT. Alexander Bonnyman Detachment or of its member(s), they must follow their appropriate chain of command that will refer it to the National Marine Corps League Headquarters for adjudication. It must be referred in writing via certified mail to the National Judicial Officer of that organization for appropriate action.

#### **Section 805. RELATIONSHIP WITH SUBSIDIARY AND AFFILIATED ORGANIZATIONS:**

a. The Marine Corps League recognizes and adopts each of the organizations listed in the National Administrative Procedures as official Subordinate, Subsidiary or Affiliated Organizations the Marine Corps League and which shall ever be subject to the authority, supervision, direction, control and discipline of the Marine Corps League at the National level only.

b. Each of these Subsidiary and Affiliated Organizations operates as a separate entity under its own Bylaws, as amended. Individual Marine Corps League Members as well as the LT. Alexander Bonnyman Detachment are encouraged to work with and support the subsidiary or Subordinate organizations at their own level.

c. Affiliated Organizations are not under the control of the Marine Corps League, below the National level; however, Individual Marine Corps League Members as well as the Detachment are encouraged to work with and support their programs, each on our own level.

d. No Member of the Marine Corps League shall be engaged in any way with the day-to-day operations of any Subsidiary or Affiliated Organization, unless they are a registered member of that specific Subsidiary or Affiliated Organization.

## **END OF ARTICLE VIII**

## **ARTICLE IX**

### **MISCELLANEOUS**

**SECTION 900: VIOLATIONS.** Any member who violates the precepts of the (1) National, (2) Department of Tennessee (3) LT. Alexander Bonnyman Detachment #924 Bylaws or the Administrative Procedures of the Marine Corps League; is subject to Grievance and/or Disciplinary charges being filed alleging a violation of any of the below offenses and processed in accordance with the procedures in Chapter Nine (9) National Administrative Procedures.

a. **OFFENSES.** The following offenses are recognized:

- (1) Violation of oath of membership.
- (2) Violation of oath of office.
- (3) Conduct unbecoming a member of the Marine Corps League.
- (4) Any action detrimental to the League.
- (5) Conviction of any crime which constitutes a felony in a County, City, State, or Federal Court in the United States of America.

b. **CIVIL CRIMINAL ACTS.** Should any member of the League, or any subsidiary organization, subordinate group or members thereof, violate any of the criminal laws of the United States, or a State having jurisdiction thereof, the complaint should be made directly to the proper Federal, State or local authority, and not to the League. However, such conduct may also be the basis for a disciplinary charge under Chapter Nine (9) Grievance and Discipline, as stated in the National Administrative Procedures.

#### **SECTION 905: ADMINISTRATIVE EXPULSION OF A MEMBER.**

a. In the case wherein a member is convicted of a crime which constitutes a felony in a County, City, State or Federal Court in the United States of America, the Detachment or Department of Tennessee may file appropriate charges in accordance with the guidelines set forth in Chapter Nine (9) National Administrative Procedures. However, the Member may be given the opportunity to resign from the Marine Corps League with prejudice, in lieu of filing of charges under Chapter Nine.

b. In the event the convicted felon Member does not wish to resign, and the Detachment or Department of Tennessee does not desire to retain the convicted felon as a Member, the Detachment or Department may obtain the applicable court documents wherein the Member was convicted of the felony and submit the certified court documents to the Department Judge Advocate with a request to approve the Administrative Expulsion from the rolls of the Marine Corps League with prejudice.

c. If the Department of Tennessee Judge Advocate approves the Administrative Expulsion request, the Member will be notified by Certified Mail, copies being provided to the National Headquarters, Marine Corps League and to the Detachment. The Member may appeal the decision of the Department Judge Advocate in accordance with Section 9085 within 30 days.

#### **SECTION 910: AMENDMENTS TO THE DETACHMENT BYLAWS.**

a. The Detachment Bylaws may be revised, amended or repealed by a majority vote of the Detachment Membership in Body Assembled, provided that the proposed revision, amendment or repeal is submitted to the Detachment Judge Advocate either in person at a Regular Detachment Meeting, or by U.S. Mail, or by electronic means such as email. Submissions of proposed revisions, amendments or repeals are to be in typewritten form, and should be in the exact wording intended.

b. To avoid possible confusion, each submission will address only “one Section” per-submission. However, if the proposal incorporates a revision, amendment or repeal that will interact with any other Sections, the changed or corrected wording of those Sections will be included in the single submission.

c. If requested, a printed copy or emailed PDF File document of the proposed revisions shall be made available to each Detachment Member, each member of the Detachment Board of Trustee, and each Past Detachment Commandant upon submission of a written request to the Detachment Judge Advocate. A complete hard copy of the proposed revisions may be purchased from the Detachment Judge Advocate (printing and mailing cost apply).

d. The proposed changes will then be presented to the Members for inspection and debate at the next scheduled Regular Business Meeting.

e. The Detachment Judge Advocate will ensure that all Detachment Members are made aware of the proposed revision(s), amendment(s) or repeal and that a copy of the proposals are made available for inspection by all Detachment Members for at least thirty (30) days prior to the next Regular Business Meeting at which the vote is to be taken. This provision is to ensure adequate time for the Detachment Members to discuss and/or debate the proposed revisions, repeals, amendments or other modifications prior to acting on the proposal(s).

f. When a proposed amendment(s) is brought to the floor of the Meeting for consideration and a motion is made relevant to adoption thereof, that motion becomes a Main Motion, and as such the proposed amendment may be amended from the floor in accordance with parliamentary law. Such amendments to the Main Motion, however, must be germane to the Main Motion and must not exceed the scope of the Main Motion.

**SECTION 915: EFFECTIVE DATE:** Each revision, amendment, or repeal of a provision of the Detachment Bylaws and the Detachment Administrative Procedures which is approved at a Detachment Regular Business Meeting and does not provide for an effective date, will become effective upon approval / certification by the Department of Tennessee Judge Advocate.

**SECTION 920: CLERICAL ERRORS:** The Detachment Judge Advocate shall have the authority to identify, and with the advice and consent of the Detachment Board of Trustees, correct minor clerical errors in the Detachment Bylaws and the Detachment Administrative Procedures where the error is clearly evident and the correction shall make no material change to the intent, form, or function of the Detachment Bylaws or the Detachment Administrative Procedure in question.

**SECTION 925: DETACHMENT BYLAWS DISTRIBUTION:**

a. Only the current edition of the LT. Alexander Bonnyman Detachment #924 Bylaws along with any approved / adopted published changes shall be posted on the Detachment Website for the access and review by all members of the Marine Corps League and the Marine Corps League Auxiliary. Changes approved shall also be posted to the Detachment Website once completed and notice of said posting shall be provided to all Members. Such notice shall include instructions on how to access and review the approved changes on the Detachment Website. A hard copy of the approved changes may be purchased (printing and mailing cost apply). Submission instructions, including how to receive a hard copy of the approved changes via U.S. Mail from the Detachment Judge Advocate shall be included in the notification.

b. Any member of the LT. Alexander Bonnyman Detachment #924 may purchase copies of the Detachment Bylaws from the Detachment Judge Advocate.

**SECTION 930: AMENDMENTS TO THE DETACHMENT ADMINISTRATIVE PROCEDURES:** The Procedures for modifying the Detachment Administrative Procedures will be contained in the Detachment Administrative Procedures (when published).

**SECTION 935: DISSOLUTION:** Should the LT. Alexander Bonnyman Detachment #924, Department of Tennessee, Marine Corps League be dissolved, the Detachment will be guided by the instructions contained in Article XII of the National Bylaws of the Marine Corps League.

**END OF ARTICLE IX**

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## **LT. Alexander Bonnyman Detachment #924 BYLAWS**

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**LT. Alexander Bonnyman Detachment #924**

**Chartered 26, July 1995**

**Commandants**

|                       |             |
|-----------------------|-------------|
| J. Nolan Sharbel, Sr. | 1995-1996   |
| James R. Denton, Jr.  | 1996-1997   |
| Fay "Gus" Aiken       | 1997-1998 * |
| Karl A. Ekstrom       | 1998-1999   |
| George L. Sexton      | 1999-2000   |
| William E. Henson     | 2000-2001   |
| L. Gene Furrow        | 2001-2002   |
| David Z. Cates        | 2002-2004   |
| David R. Hatfield     | 2004-2007 * |
| Jeffrey G. Tegzes     | 2008-2009   |
| Virgil L. Young Jr.   | 2009-2012   |
| Laimon W. Godel Jr.   | 2012-2014   |
| Howard Raines         | 2014-2015   |
| James M. Williams     | 2015-2017 * |
| William "Tim" Eichorn | 2017-2019   |
| James M. Williams     | 2019-2020   |
| Ken Deboer            | 2020-2023   |
| Susan Schmidt         | 2023-       |

\* Deceased



**LT. Alexander Bonnyman Detachment**  
**#924**

**Marine of the Year**  
**SgtMaj David R. Hatfield Award Recipients**

|                       |        |
|-----------------------|--------|
| Virgil L. Young Jr.   | 1998   |
| J. Nolan Sharbel, Sr. | 1999   |
| George L. Sexton      | 2000 * |
| David R. Hatfield     | 2001 * |
| William E. Henson     | 2002   |
| Max W. Henson         | 2003   |
| L. Gene Furrow        | 2004   |
| David Z. Cates        | 2005   |
| Karl A. Edstrom       | 2006   |
| Lee Rhinemiller       | 2007   |
| Laimon W. Godel, Jr.  | 2008 * |
| Jeffrey G. Tegzes     | 2009   |
| Roy V. Ashley         | 2010   |
| David R. Hatfield     | 2011 * |
| Eric Nash             | 2012   |
| Leroy Brown           | 2013 * |
| James M. Williams     | 2014 * |
| Edward G. Knoebel     | 2015   |
| William Bryan Hudgins | 2016   |
| William "Tim" Eichorn | 2017   |
| Samuel "Sam" Ruble    | 2018   |
| Ron Naugle            | 2021   |
| Tim Shea              | 2022   |
| Keith Kregel          | 2023   |
| Susan Schmidt         | 2024   |

\* Deceased

**LT. ALEXANDER BONNYMAN DETACHMENT #924**

**ASSOCIATE MEMBER OF THE YEAR**

Dough Freeman  
Doug Burt

2023  
2024



# **LT. Alexander Bonnyman Detachment #924**

## **“Semper Fidelis Award”**

|                                    |                                  |
|------------------------------------|----------------------------------|
| Gus & Charlsie Aiken-1999          | Virgil & Ann Young -1999         |
| *Karl & Doris Ekstrom -2000        | *George & Constance Sexton -2000 |
| *Joe Eddlemon & Lois Reiniche-2003 | Olicer Stewman -2004             |
| David & Terry Cates -2005          | *Fred & Pat Gettings -2006       |
| Vernon & Barbara Tassey -2007      | *Laimon W. Godel, Jr. -2008      |
| *David R. Hatfield –2009           | *Leroy Brown -2010               |
| *Jim Williams -2011                | L. Gene Furrow -2012             |
| Eric Nash -2013                    | J. Nolan Sharbel -2014           |
| William Bryan Hudgins -2015        | *H. Gene Collins-2016            |
| Larry & Kathy Winters -2016        | *Virginia Huffman-2017           |
| Howard B. Raines -2017             | Lee Rhinemiller -2018            |
| Ken Deboers – 2022                 | Carlos Reyes -2023               |
| Tim Shea - 2024                    |                                  |

**\*Deceased**

## **LT. Alexander Bonnyman Detachment #924 Meritorious Unit Commendations**

|                     | <b><u>Awarded By</u></b> | <b><u>For The Period of</u></b>   |
|---------------------|--------------------------|-----------------------------------|
| To all Det's in TN> | TN Department Level      | 4, August 1995 to 11, June 1997   |
|                     | TN Department Level      | 4, November 1995 to 15, June 1996 |
|                     | National Level           | 1, July 1997 to 30, June 1998     |
|                     | National Level           | 1, August 2000 to 10, August 2001 |
|                     | TN Department Level      | 20, June 2009                     |
|                     | National Level           | 1, October 2010 to 31, March 2012 |
|                     | FL Department Level      | 1, December 2017                  |
|                     | FL Department Level      | 1, December 2018                  |

## **AWARDS**

The below listing of awards is authorized in accordance with (IAW) MCL National Admin Procedures Enclosure (4) for members achievements and/or for serving as Detachment Elected or Appointed Officers, or for serving as a member of the Detachment Honor Guard (i.e., Color Guards / Firing Details), or Individual / Team Competitors in the MCL National Marksmanship Program.

### **Detachment Level Awards (Medals & Ribbons are listed in Precedence Order)**

Distinguished Citizen Medal – Bronze  
Distinguished Service Medal – Bronze  
Detachment Marine of the Year  
Detachment Commandant Medal (All Past and Present Commandants)  
Detachment Staff Medal – Silver (All Past and Present Elected Officers)  
Detachment Staff Medal – Bronze (All Past and Present Appointed Officers)  
Detachment Recruiter Medal – Bronze (Annually 1 July to 30 June)  
Marine Corps League Community Service (Ribbon only)  
    (1) VAVS (Veteran Affairs Volunteer Service)  
    (2) Boy Scouts (Members Currently Serving as Scout Leaders)  
    (3) JROTC (Certificate and Ribbon) (Area High School Cadets Non-Members)  
Meritorious Individual Commendation (Ribbon only)  
Ceremonial Guard (Ribbon only) (For Each “10” Events) Retroactive to 1 Jan 2010  
Marksmanship Rifle (Ribbon only) (National Level Program) Retroactive to 1 July 2009  
Marksmanship Pistol (Ribbon only) (National Level Program) Retroactive to 1 July 2009  
Marine Corps League Medal (All MCL Members)

### **Certificates and Other Awards that may be awarded by the Detachment (May be awarded to Marine Corps League Members and Non-League Members)**

L.T. Alexander Bonnyman Det. “Semper Fidelis” Award  
Certificate or Plaque) Distinguished Service Award (Certificate Only)  
Certificate of Appreciation (Certificate Only)  
Certificate of Appreciation (Certificate Only) (For Displaying the United States Flag)  
Fallen Marine Certificate (Certificate Only)  
Eagle Scout Certificate (Certificate Only)  
Detachment Sponsored Rifle Matches (Certificate / Local-Medallion - Top (3) Shooters)  
Detachment Sponsored Pistol Matches (Certificate / Local-Medallion - Top (3) Shooters)

## **AWARDS (Cont')**

### **Annual Marine Corps League Competitions**

#### **NATIONAL JUNIOR VICE COMMANDANT'S AWARDS**

1. **100% MEMBERSHIP STREAMERS** - 100% Membership Streamers will be given to those Detachments who have achieved 100% membership strength of paid-up members during the period of 1 July through 30 June.

#### **2. INCREASED MEMBERSHIP CITATIONS AND PLAQUES**

(a) Increased Membership **Citations** will be awarded to all Detachments that exceed their membership strength from 1 July through 30 June. The Citations will be presented during the National Convention each and every year.

(b) Increased Membership **Plaques** will be awarded to Detachments that exceed 100% percent membership by percentage in the following manner:

(1) The top three (3) Detachments with Membership strength from 101 to 200 members, to receive one of three (3) plaques; 1st, 2nd and 3rd place.

**NATIONAL INDIVIDUAL RECRUITING AWARDS:** Each and every year, a special form (see National Admin Procedures, Enclosure Four (4)) must be filled out by the individual member and signed by the Detachment Commandant and Detachment adjutant/Paymaster. The form may be submitted to the National Junior Vice Commandant by the 15, July deadline either in hard copy form or electronic format via an e-mail attachment.

#### **INDIVIDUAL RECRUITING AWARDS: will be issued as follows:**

(a) A **Citation** will be given to those members who have recruited 5 - 24 members during the year.

(b) A **National Recruiters Medal-Bronze** and a Distinguished Service Award Citation (signifying the accomplishment) will be presented to those members who have recruited 25-49 members during the year.

(c) A **National Recruiters Medal - Silver** and a Distinguished Service Award Citation (signifying the accomplishment) and a plaque will be presented to those members who have recruited 50 plus members during the year.

(d) The **Top National Recruiter of the Year**, the one individual member that has recruited the most members through his/her individual efforts will be presented the **National Recruiters Medal - Gold** (appropriately engraved), and a plaque in the shape of the United States with his/her name engraved thereon and the Distinguished Service Award Certificate (signifying the accomplishment).

#### **AMERICANISM PROGRAM - DEPARTMENT AND NATIONAL AWARD:**

Both Americanism Programs are modeled after the National Americanism Program.

(a) The Detachment Entry may be submitted as a Bound Book, a Scrapbook, or an Album.

(b) The Entry Book should include events over a 12-month period from 1, June to 30, May each year.

(c) All Entries must be hand delivered to the Department or National Convention.

(d) Include photographs, newspaper articles, and other documentation for each event cited in the Entry Book. All items should include the date, and all photographs should include captions identifying the event and the individuals in the photograph.

## AWARDS (Cont')

### Annual Marine Corps League Competitions

**MARINE CORPS LEAGUE NATIONAL NEWSLETTER COMPETITION:** Detachment Newsletter Editors are encouraged to submit any Three (3) monthly Detachment Newsletters (Hardcopies) for judging by the National Committee.

- (a) LT. Alexander Bonnyman Det - **Class II** (Company size detachment): 100 or less members
- (b) Awards will be presented for: First, Second and Third place winners in each Class
- (c) Newsletters to be judged must be received by the committee no later than 1, June of each year

**(d) Judging Criteria:**

- History & General Information Articles
- Community / Detachment Activities
- National, Division and Department Information
- Articles welcoming new members
- Public Service Information
- Member's awards and Detachment awards and achievements
- Calendar of Events
- Graphics & Photos
- Overall Appearance

**MARINE CORPS LEAGUE NATIONAL SERVICE RIFLE AND PISTOL MATCHES:** The National Service Pistol and Rifle Match will be held annually between 1 March and 31 October. Registration forms must be submitted between 1 March and 31 October along with the registration fee of \$15 per competitor per score. A competitor may submit more than one score. Rifle and pistol matches are separate competitions.

**(a) Team Composition**

- (1) Both Pistol and Rifle match teams must consist of four (4) or five (5) competitors.
- (2) Entries of three or less are **Individual Awards** and not eligible for team awards.
- (3) Teams may be from a Marine Corps League Detachment, or a Young Marines Unit
- (4) More than one team may be entered from a Detachment or Unit.
- (5) All competitors on a team must be from the same Detachment or Unit.
- (6) A competitor cannot be a member of more than one team.

**(b) General Match Information**

- (1) The Detachment or Unit must fire at a local gun club, military base, or sanctioned tournament where the course of fire is the same as the MCL course of fire.
- (2) The range length for the pistol match must be 25 Yards.
- (3) The range length for the rifle match must be shot at 100 or 200 yards.
- (4) Rifle (or civilian models) M1903 Springfield, M1A/M14, AR-15/M-16, M1 Garand
- (5) Pistol (or civilian model) Model 1911, Beretta M9, 38 caliber six-cylinder revolvers
- (6) Only standard (iron) metallic sights can be used and no other sighting or aiming device such as lasers, red dots, etc. can be attached to the weapon in any manner.



Marine Corps League  
LT. Alexander Bonnyman Detachment  
#924  
PO Box 53293  
Knoxville, TN 37950-3293

## Contribution / Supplemental Funds Request

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Day Month Year

Detachment Member Requesting Contribution \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone Number \_\_\_\_\_ Alternate Phone \_\_\_\_\_

Amount of Contribution or Additional Expenditure Request \$ \_\_\_\_\_

This Contribution / Supplemental Funds Request are for the following purpose:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Submit request to the Budget and Finance Committee Chairperson.

Budget and Finance Committee Approval Required:

(Requires two or more "YES" Votes, if approved then presented to the Detachment Board of Trustees)

|                        | Signature(s) | Approval             |
|------------------------|--------------|----------------------|
| Chairman – Paymaster   | _____        | YES / NO Date: _____ |
| Member – Jr. Vice Cmdt | _____        | YES/ NO Date: _____  |
| Member –               | _____        | YES / NO Date: _____ |



Marine Corps League  
LT. Alexander Bonnyman Detachment  
#924  
PO Box 53293  
Knoxville, TN 37950-3293

---

DATE

Address:

Dear \_\_\_\_\_

On behalf of all Members of the LT. Alexander Bonnyman Detachment #924, Marine Corps League, as requested I have enclosed a check in the amount of \$\_\_\_\_\_ as a contribution to your organization. If these funds are not or cannot be used for the requested purpose, these funds are to be returned to the Detachment Paymaster without the necessity of a demand.

Thank you for your support of the Community and Veterans of the United States Armed Forces.

Wishing you continued success in your efforts...

---

Paymaster  
LT. Alexander Bonnyman  
Detachment #924

# EXPENSE VOUCHER

Submit To Detachment Paymaster

LT. Alexander Bonnyman

Detachment #924

MARINE CORPS LEAGUE

PO Box 53293

Knoxville, TN 37950-3293

Date

AMOUNT OF REQUEST \_\_\_\_\_

Member / Committee Requesting Funds \_\_\_\_\_

Date Amount Description

Address \_\_\_\_\_

Date Amount Description

City State Zip

Date Amount Description

Email Address \_\_\_\_\_

Date Amount Description

Signature Date

Date Amount Description

Date Submitted \_\_\_\_\_

**TOTAL** \$ 0.00 Must agree with AMOUNT OF REQUEST above

**ALL INVOICES / RECEIPTS MUST BE ATTACHED**

Make Check Payable To: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

(If Different from Above)

===== PAYMASTER USE ONLY =====

Received Date \_\_\_\_\_ Processed Date \_\_\_\_\_ Check # \_\_\_\_\_ Check Amount \_\_\_\_\_

Number / Class / Description Number / Line Item / Description Amount

Number / Class / Description Number / Line Item / Description Amount

Number / Class / Description Number / Line Item / Description Amount

Number / Class / Description Number / Line Item / Description Amount

Number / Class / Description Number / Line Item / Description Amount

Check Mailed Date \_\_\_\_\_ Check Delivered Date \_\_\_\_\_ TOTAL \$ 0.00

Paymaster Signature \_\_\_\_\_ Date \_\_\_\_\_



LT. Alexander Bonnyman  
Detachment #924  
DEPARTMENT OF TENNESSEE  
MARINE CORPS LEAGUE

\_\_\_\_\_  
Date

From: LT. Alexander Bonnyman Detachment # 924, Boy Scout Liaison  
To: Department of Tennessee, Boy Scout Liaison

Subj: Report of Eagle Scout Good Citizen Certificates Presented

Encl (1) Additional Names Attached \_\_\_ Yes \_\_\_ No

Check one: \_\_\_ **Semi-Annual** (1 July through 31 December 20 ) (Submit by 5 January)  
\_\_\_ **Annual** (1 January through 30 June 20 ) (Submit by 5 July)

Total Good Citizen Certificates awarded during this reporting period \_.

The following Eagle Scouts received Good Citizen Certificates during this period.

| Name of Eagle Scout | City | Troop # | Boy Scout Council (If known) |
|---------------------|------|---------|------------------------------|
|                     |      |         |                              |
|                     |      |         |                              |
|                     |      |         |                              |
|                     |      |         |                              |
|                     |      |         |                              |
|                     |      |         |                              |
|                     |      |         |                              |
|                     |      |         |                              |
|                     |      |         |                              |

\_\_\_\_\_  
Signature  
Detachment Boy Scout Liaison

Copy To: Detachment Commandant

**Enclosure (7)**



**LT. Alexander Bonnyman Det. #924**  
**Marine Corps League**



**Detachment Toys for Tots**  
**After Action Report**

\_\_\_\_\_  
DATE

From: LT. Alexander Bonnyman Detachment # 924.

To: Department of Tennessee, Toys-for-Tots Liaison

Subj: Toys for Tots Campaign After Action Report, Period of September – December \_\_\_\_\_

Detachment Coordinator: \_\_\_\_\_ Phone/Fax \_\_\_\_\_

Detachment Asst Coordinator: \_\_\_\_\_ Phone/Fax \_\_\_\_\_

Detachment Address: PO Box 53293

City Knoxville State TN ZIP+4 37950-3293

Local Reserve Unit Supported Name \_\_\_\_\_

## Results

Population of Area Covered by your Program \_\_\_\_\_

Total number of toys collected by your Detachment \_\_\_\_\_

Total amount of monetary donations collected by your Detachment: \_\_\_\_\_

Total number of Volunteer hours by your Detachment: \_\_\_\_\_

\_\_\_\_\_  
Signature  
Detachment Coordinator / Liaison

Copy to: Detachment Commandant

**Enclosure (8)**

Department of Tennessee  
Marine Corps League  
VAVS Questionnaire

For period: July – December ☐ January – June ☐ or July – June ☐ (for Annual)  
(Due by January 31) (Due date will be on the form each year)

(Please Print)

Detachment name and number LT. Alexander Bonnyman Det #924

Detachment location Knoxville, Tennessee

Phone No. \_\_\_\_\_ E-mail \_\_\_\_\_

Number of members in your Detachment (\_\_\_\_\_)

Your local Medical Centers name and location NONE

Total volunteer hours spent at local Center by all volunteers (\_\_\_\_\_)

Total volunteer hours spent at other than the Center (\_\_\_\_\_)

Total monetary donations made by Detachment and/or members to Center \$ \_\_\_\_\_

Total monetary donations made to other than the local Center Total \$ \_\_\_\_\_

(Explain each donation / amount below)

| DESCRIPTION                          | AMOUNT | DESCRIPTION                         | AMOUNT |
|--------------------------------------|--------|-------------------------------------|--------|
| Knox Marine Reserve Unit Family Day  | \$ 00  | Smoky Mountain Rescue Dogs          | \$ .00 |
| Vet To Vet Donation                  | \$ .00 | Knox Women Marine Assoc             | \$ .00 |
| MCLA East TN VA Hospital Donation    | \$ .00 | Young Marine North Unit             | \$ .00 |
| Wreaths Across America               | \$ .00 | Young Marine Crossville Unit        | \$ .00 |
| Dept. of NC MCL Disaster Relief Fund | \$ .00 | Marine Corps Wounded Warrior Regt.  | \$ .00 |
| Dept. of FL MCL Disaster Relief Fund | \$ .00 | Knox High School JROTC Scholarships | \$ .00 |
| Knox County Fire Department Donation | \$ .00 |                                     |        |
|                                      |        | Total:                              | \$ .00 |

Cost of equipment and/or items donated to the Center \$ \_\_\_\_\_

(If new, use actual cash value. if used use Fair Market Value)

Cost of equipment and/or items donated to other than local Center \$ \_\_\_\_\_

Does your Detachment have a VAVS or Deputy Representative? ☐ Yes ☐ No

**(For VAVS Representative or Deputy Rep)** (If none, leave blank)

Representative should be receiving computer printout each month of all volunteer hours served.

Name \_\_\_\_\_ (If none, leave blank) ☐ Rep. or ☐ Dep.

Phone No. \_\_\_\_\_ E-mail \_\_\_\_\_

Complete the above questionnaire and return to **Dept of TN VAVS Officer**

Submitted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Please include your contact Email address: \_\_\_\_\_ Phone No. \_\_\_\_\_

Enclosure (9)

**LT. Alexander Bonnyman Detachment #924**  
**Approved Motions Log**

| DATE       |         |         |         |          |
|------------|---------|---------|---------|----------|
| DD/MM/YYYY | SUBJECT | MOTION: | MADE BY | APPROVAL |
|            |         |         |         |          |
|            |         |         |         |          |
|            |         |         |         |          |
|            |         |         |         |          |
|            |         |         |         |          |
|            |         |         |         |          |
|            |         |         |         |          |
|            |         |         |         |          |
|            |         |         |         |          |
|            |         |         |         |          |
|            |         |         |         |          |

**Enclosure (11)**

# Fundraiser

# Sign-up Sheet

| Dates    | Times       | Name    | Cell |
|----------|-------------|---------|------|
|          |             | Phone # |      |
|          | 08:00-13:00 | 1       |      |
| Friday   |             | 2       |      |
|          |             | 3       |      |
|          | 13:00-18:00 | 1       |      |
| Friday   |             | 2       |      |
|          |             | 3       |      |
|          | 08:00-13:00 | 1       |      |
| Saturday |             | 2       |      |
|          |             | 3       |      |
|          | 13:00-18:00 | 1       |      |
| Saturday |             | 2       |      |
|          |             | 3       |      |
|          | 08:00-13:00 | 1       |      |
| SUNDAY   |             | 2       |      |
|          |             | 3       |      |
|          | 13:00-18:00 | 1       |      |
| SUNDAY   |             | 2       |      |
|          |             | 3       |      |
|          | 08:00-13:00 | 1       |      |
| MONDAY   |             | 2       |      |
|          |             | 3       |      |
|          | 13:00-18:00 | 1       |      |

**MONDAY**

2 \_\_\_\_\_  
3 \_\_\_\_\_

**Standby Volunteers**

| Day   | Times          | NAME  | Cell # |
|-------|----------------|-------|--------|
| _____ | _____ to _____ | _____ | _____  |
| _____ | _____ to _____ | _____ | _____  |
| _____ | _____ to _____ | _____ | _____  |

Enclosure (12)

**LT. Alexander Bonnyman**

**DETACHMENT #924**

**DEPARTMENT OF TENNESSEE**

**MARINE CORPS LEAGUE**



## **By Laws Distribution List**

**Posted on MCL Web Page – mclknoxville.org**

**Commandant**

**Senior Vice Commandant**

**Jr. Vice Commandant**

**Judge Advocate**

**Pay Master**

**LT. Alexander Bonnyman DETACHMENT #924**

**Marine Corps League**

### **OUR FALLEN COMRADES ROSTER**

#### **Deaths 1997**

Craig, John J.

#### **Deaths 1998**

|                  |              |                 |                    |
|------------------|--------------|-----------------|--------------------|
| Goddard, Thomas  | Long, Harold | Parker, Charles | Roberts, Robert L. |
| Trammel, Paul C. |              |                 |                    |

#### **Deaths 1999**

|                |                        |                   |            |
|----------------|------------------------|-------------------|------------|
| Admich, John J | Evans, Roberta (Bobbi) | Galyon, John Carl | Neused, Ed |
|----------------|------------------------|-------------------|------------|

#### **Deaths 2001**

|             |              |                     |
|-------------|--------------|---------------------|
| Bryan, Bill | Janeway, Ray | Stinnet, Charles R. |
|-------------|--------------|---------------------|

#### **Deaths 2002**

Moats, Stanley

#### **Deaths 2003**

|                       |                 |
|-----------------------|-----------------|
| Gerst, William (Bill) | Toney, Allan A. |
|-----------------------|-----------------|

**Deaths 2004**

Bonnyman, Gordon- Associate

Henson, Fay- Associate

**Deaths 2005**Aiken, Charlsie -Auxiliary  
Mariott, Charles (Rod)

Allison, Kenneth M. (Ken)

Burnnett, Trula J.

Ruland, Byrl

Schneider, Leslie C.

**Deaths 2006**

Fields, Michael L.

Reed, Charles K.

**Deaths 2008**Bacon, Walter (Bud) -Associate  
White, James (Buddy) -Associate

Burchett, Charles R. Sr.

Richardson, Earl G.

**Deaths 2009**Brown, David F.  
Turner, James T.

Dahl, James H.

Ferrell, James E.

Peacock, James N. III

Wilson, Neil E.

**Deaths 2010**Arnold, Barbara -Auxiliary  
Ekstrom, Doris -Auxiliary

Arseneault, Arthur J. (Art) -Associate

Courtney, Jay A.

Ekstrom, Eleanor -Auxiliary  
S.

Fitzgerald E. L. (Bud)

McGivney, Jack

Peck, Charles

Spitzer, Coleman L. (Jack)

Creigh, Roderick F.

**LT. Alexander Bonnyman DETACHMENT #924****Marine Corps League****OUR FALLEN COMRADES ROSTER****Deaths 2011**

Arnold, Malcolm (Wes)

Heffron, Donald B.

Peyrot, Steven C.

Taylor, Carl B.

Whitehead, A.T. (Tom)

**Deaths 2012**

Morris, Lloyd (Bud)

Putman, Jimmie

Sexton, Ronald R. -Associate

**Deaths 2013**

Keeble, Harold V.

**Deaths 2014**

Arseneault, Jean Marie -Auxiliary  
Lewis, J. Ralph

Henson, Ruby -Auxiliary

Kelly, Tommye

Williams, Brenda -Auxiliary

Woods, Kenneth

**Deaths 2015**

Aiden Fay L. (Gus)  
B.

Black, Roy D.

Blackmore, Charles (Chuck)

Byers, Winston

Dineen Sr, Russell H. Gibson, Elrod  
Schmidt, William D. (Bill)

Gray, Charles (Ken)

Scarbrough, William F.

**Deaths 2016**

Godel, Laimon W.

Hall, Lawrence R.

Roberts, Mary E. -Auxiliary

Stowers, Eugene S.

**Deaths 2017**

Deimer, Jack K.  
Auxiliary

Gettings, Fred C.

Kromer, Kenneth W.

Robbins, Dorothy -

Vadeboncoeur, Genevieve (Gen) -Auxiliary  
(Ken)

Vadeboncoeur, Paul F.

Valentine, Charles K.

**Deaths 2018**

Curry, Michael (Mike)

Foust, Kenneth R.

Queener, Herman

Robichaux, G. Simmons

**Deaths 2019**

Banks, Robert

Collins, H. Gene

Eddlemon, Joseph D.

Madden, Gerald (Bud)

Maples, John O.

Roberts, William (Bill)

Huffman, Virginia (Ginger) -Auxiliary

**Deaths 2020**

Buckner, Cornelies L. (Lee)  
Robbins, Wayne C.

Fisk, Robert A. (Bob)

Mayes, Eddie Michael

Hatfield David R. Sr.

Box, Robert E.

Williams, James M.

Bernard, Theodore C.

## **LT. Alexander Bonnyman DETACHMENT #924**

### **Marine Corps League**

### **OUR FALLEN COMRADES ROSTER**

#### **Deaths 2021**

|                             |                  |                       |                |
|-----------------------------|------------------|-----------------------|----------------|
| Simpson, Edward A.<br>E.    | Brown, Leroy     | Humphries, Weldon Ray | Thornton, Paul |
| Sexton, George L.<br>E. Jr. | Martin, James P. | Henson, Max W.        | Hulbert, James |

#### **Deaths 2022**

|                             |                    |
|-----------------------------|--------------------|
| Little, Betty J. -Auxiliary | Malach, Gilbert J. |
|-----------------------------|--------------------|

#### **Deaths 2023**

|                                |                          |                      |              |
|--------------------------------|--------------------------|----------------------|--------------|
| Narveson, Clayton Edward<br>Al | Winters, Larry Nathaniel | Evilsizer, Robert C. | Descourouez, |
| Colburn, Paul                  | Voight, William          | Tassey, Vernon W.    |              |

#### **Deaths 2024**

|                           |                                  |             |               |
|---------------------------|----------------------------------|-------------|---------------|
| Saathoff, John J. "Stony" | Voight, Barbara Jean - Auxiliary | Rich, Pearl | Stewart, Cary |
|---------------------------|----------------------------------|-------------|---------------|