

## **BYLAWS**

### **MSG William J. Crawford Post No. 7829 VETERANS OF FOREIGN WARS OF THE UNITED STATES**

#### ***ARTICLE I NAME AND LOCATION***

- Sec. 1 By virtue of charter granted, this Post shall be known as MSG William J. Crawford Post No. 7829 Veterans of Foreign Wars of the United States.
- Sec. 2 The location of this Post shall be in the City of Monument, County of El Paso, State of Colorado.

#### ***ARTICLE II SUBORDINATION***

- Sec. 1 The supreme power of this association is vested in the National Convention and this Post shall be at all times governed by the Congressional Charter and By-Laws of the Veterans of Foreign Wars of the United States, the Bylaws of the Department of Colorado, orders issued by authority of the National Convention, National Council of Administration, the Commander-in-Chief, the Department Convention, Department Council of Administration and the Commander of the Department of Colorado. For the purposes of this Article and Section, Resolutions adopted by the National Convention are held to be lawful orders.

#### ***ARTICLE III MEETINGS***

- Sec. 1 Place: The regular meeting place of this Post shall be at Tri-Lakes Chamber of Commerce, 166 Second Street, Monument, CO 80132. Alternate locations shall be announced 21 days prior to any regular meeting, and posted on social media. In the case of inclement weather or other unforeseeable situations, Post leadership will communicate with members in as timely a manner as possible regarding scheduled meetings.
- Sec. 2 Time: The regular meetings of the Post shall be held on the third Wednesday of each month, to be called to order at 7 p.m.
- Sec. 3 The Post Commander may, with at least 60 days written notice to the Department Commander and the members of the Post, change the Post's permanent meeting place, appointed day or time upon a majority vote of the members present at a regular or special meeting called for such purpose.
- Sec. 4 Special meetings may be called in accordance with the provisions of the National Bylaws.
- Sec. 5 Quorum: 10 members in good standing shall constitute a quorum for the transaction of

business. To be counted toward the quorum, members may be present physically or virtually. Members attending virtually must be recognizable, and have two-way voice communication, for the duration of the meeting. Virtual members must provide the same VFW membership identification credentials as though attending in person.

- Sec. 6 All-virtual meetings may, on occasion, be held in lieu of an in-person meeting if, at the discretion of the Post Commander, the health and safety of the attendees is a concern. Virtual meetings shall comply with Article II, Sec. 203 of the National Bylaws and all appropriate guidance from Bylaws of echelons above Post.
- Sec. 7 With approval of the Post Commander or Committee Chair when applicable, any visiting members or guest may attend a Post/Committee meeting. Such visiting member or guest shall have no voice unless recognized by the Post Commander/Committee Chair and shall have no voting privileges.

#### ***ARTICLE IV***

#### ***MEMBERSHIP***

- Sec. 1 Membership in this Post, eligibility to, application for, acquiring and maintenance of, loss and discipline shall be accordance with the provisions of the National Bylaws.
- Sec. 2 The annual dues for the Post shall be \$40.00, payable in accordance with the National Bylaws.
- Sec. 3 The dues of this Post shall never be less than the amount required to cover Department and National dues.
- Sec. 4 Annual dues expire in accordance with Sec. 105 of the National Bylaws. A member in good standing will comply with Article I, Sec. 105 of the National Bylaws. A member's dues will be for a full twelve (12) months based on the actual month that the member paid, expiring on the last day of the twelfth month.

#### ***ARTICLE V***

#### ***OFFICERS***

- Sec. 1 Eligibility to, nomination, election or appointment, installation and term of office shall be in accordance with the provisions of the National Bylaws.
- Sec. 2 The duties of all elected and appointive officers shall be those prescribed by National and Department Bylaws, lawful orders of the Post may direct and as these Bylaws may provide.
- Sec. 3 Elected officers may accept items of value that are received as gifts and awards. Items of value received by elected officer valued higher than the current annual Post dues shall become the property of the Post.

#### ***ARTICLE VI***

#### ***NOMINATIONS AND ELECTIONS***

- Sec. 1 The annual nomination of elected officers shall be held during the general membership

meeting in March of each year. Notice of such meeting shall be announced during the preceding general membership meeting in February, as well as by appropriate online or electronic means. Nominations shall remain open until each position is called for a vote.

- Sec. 2 The order of nomination and elections shall be in rank order, Commander, Senior Vice Commander, Junior Vice Commander, Quartermaster, Chaplain, and Trustee(s).
- Sec. 3 Any nominee may decline nomination at any time before nominations are closed.
- Sec. 4 A member making a nomination of an absentee for any office shall have presented to the Adjutant, in writing (written letter, email, or text), the consent of the member being nominated.
- Sec. 5 Annual elections shall normally occur during the general membership meeting in April and will be conducted by open, show-of-hands vote, unless the general membership moves and votes otherwise. Annual elections may be delayed beyond the April general membership meeting when unforeseen circumstances require. The Post Adjutant and one other member, appointed by the Post Commander, will independently count votes. A majority vote of all votes cast shall be necessary to elect. If there is no election on the first ballot, the name of the comrade receiving the least votes shall be dropped and so on in successive ballots until an election is made for the office being elected. Post members must be present, physically or virtually, at the election, to have their vote counted, no absentee or proxy voting will be allowed.
- Sec. 6 With regard to vacancies, in the event of a vacancy in the office of the Commander or Commander-elect, the Senior Vice Commander or Senior Vice Commander-elect shall at once and without further formality succeed to the title and duties of such office, and the Junior Vice Commander or the Junior Vice Commander-elect likewise in the event of a vacancy in the office of the Senior Vice Commander or Senior Vice Commander-elect, shall at once and without further formality succeed to the title and duties of said office. Should a vacancy occur in the office of Post Quartermaster, the Post Commander may appoint a Pro Tempore Quartermaster to carry out the duties incident to that office. The appointment shall in no instance exceed more than sixty (60) days and shall be null and void upon the election of a Post Quartermaster. The offices of Junior Vice Commander, Chaplain, and Trustees shall remain vacant until such time as the Post general membership is able to vote a replacement.

## ***ARTICLE VII***

### ***COMMITTEES AND DUTIES***

- Sec. 1 All Committees and their chairs, unless otherwise provided, shall be appointed by the Commander as promptly as possible after election to office, and as such shall serve at his or her pleasure. The Post Quartermaster, by virtue of office, shall be treasurer of all committees handling funds.
- Sec. 2 The Standing Committees of the Post shall be as follows:
  - (a) Membership
  - (b) Patriotic Holidays
  - (c) Buddy Poppies
  - (e) Veterans Assistance
  - (f) Scholarship
  - (g) Scouting
  - (i) Fund Raising/Events
  - (j) Social

**ARTICLE VIII**  
**CONTROL OF SUBSIDIARY UNITS**

- Sec. 1 Any activity or unit sponsored, conducted, or operated by the Post, incorporated separately from the Post or unincorporated, shall be at all times under the direct control of the Post.
- Sec. 2 All funds derived from any of the above shall be held in the custody of the Post Quartermaster.
- Sec. 3 All money, property and assets of every kind as well as all records in connection therewith used, held and owned by any of the above activities is the property of the Post and must be placed in the care and custody of the Post Quartermaster.
- Sec. 4 For purposes of this Article, the Auxiliary to the Veterans of Foreign Wars, the Military Order of the Cootie and its Auxiliary, are governed by Articles XI and XII respectively of the National By-Laws and Manual of Procedure of the Veterans of Foreign Wars and their respective By-Laws. Rules and Regulations.

**ARTICLE IX**  
**EXPENDITURE OF FUNDS**

- Sec. 1 Expenditure of funds shall be made by the Post Quartermaster only after vouchers have been approved during the Post General Membership meeting. Vouchers shall be prepared, submitted, and approved in accordance with the instructions contained in the voucher. Blank vouchers are posted on the Post website or available from the Post Quartermaster or Post Adjutant via email or during Post meetings. All disbursements of Post funds shall either bear the signature of the Post Quartermaster or other person(s) authorized by the Quartermaster, whom are on the signature card at the Post's financial institution. Such other authorized person(s) shall be bonded in accordance with Section 703, National Bylaws.

**ARTICLE X**  
**UNIFORMS**

- Sec. 1 Post Meetings - Regulation caps shall be worn by elected and appointed officers at all official meetings. The Post standard uniform is optional for non-officers (See Sec. 2), clean serviceable street clothes are acceptable.
- Sec. 2 Post Standard Uniform – Blue VFW Post 7829 Polo Shirt, VFW Post 7829 flat (“garrison”) cap.
- Business casual (“Black and whites”) - VFW Post 7829 flat cap, short or long sleeve white shirt, VFW bolo tie (Optional), black pants, black belt, black shoes. The white shirt will have a US flag patch on either sleeve (centered, 1/2 to 1 inch below the shoulder seam), the VFW cross of Malta on the left chest above pocket, brass post number insignia pinned on the right collar tab (1/2 to 1 inch above the tip, bottom parallel to the ground), Brass VFW insignia pinned on the left collar tab 1/2 to 1 inch above the tip, bottom parallel to the ground), name tag on or above right pocket, and optional any medals/ ribbons you have earned (both military and VFW).
- Business Dress (“Blue and Greys”) - Blue blazer, white business shirt, long tie or VFW

bolo tie, black slacks, black or brown shoes. The lapel of the blazer may have various pins from activities a member has participated in, when worn, the American flag pin shall be on the left lapel above the heart.

## ***ARTICLE XI***

### ***FUND RAISING PROMOTIONS/SOLICITATIONS***

- Sec. 1 This Post shall solicit funds or donations only by prior vote of the members agreeing to the proposition. It shall not initiate solicit funds or donations or otherwise engage in fund-raising activities or projects outside the immediate geographical area or community of the Post, understood as School Districts 20 and 38.
- Sec. 2 This Post shall not enter into any agreement with a promoter for the purpose of raising funds unless the said promoter shall have first furnished a good and sufficient surety bond in a principal sum sufficient to give the Post ample protection for the duration and circumstances of the fund-raising activity. The said bond shall be subject to the approval of the Post Judge Advocate, bear the endorsement of the Post Commander, and be kept in the possession of the Post Quartermaster. The bond will be conditioned on the payment to the Post Quartermaster of all monies due the Post as a result of the solicitation within thirty (30) days of the close of the campaign. If the promoter has made satisfactory settlement within the thirty-day period, then surety will be determined to be discharged, otherwise the bond will remain in full force and effect.
- Sec. 3 If the bond cannot be furnished, then all collections shall be made by the members of the Post sponsoring the campaign or entertainment and said funds shall be paid to a bonded officer of the Post who shall hold the funds in his custody pending proper pro rata distribution.
- Sec. 4 Fund-raising organizations or individuals conducting solicitations, activities or projects for a profit shall not be engaged or used by the Post for such purpose unless approved by two-thirds vote of the members present at a stated meeting provided each member had been notified at least twenty (20) days in advance and upon request provided a copy of the agreement, and such engagement is made by written agreement between the Post and the organization or individuals providing those services. The form of any such written agreement must be submitted to the Department Commander for review at least thirty (30) days prior to the Post voting on any such agreement.
- Sec. 5 Unless previously authorized by a majority vote of the Post, no solicitations or ticket sales shall be permitted in the Post quarters or at socials, or meetings unless such solicitations or ticket sales shall have been approved by the Post.

## ***ARTICLE XII***

### ***MISCELLANEOUS***

- Sec. 1 Every member of the Post shall keep the Post Adjutant and Quartermaster advised of his or her current mailing and email address by promptly reporting any change of same.
- Sec. 2 One copy of these Bylaws shall be issued electronically to each elected and appointed officer of this Post, and they shall also be posted on the Post website.
- Sec. 3 In all Post procedure not provided for by the Congressional Charter and Bylaws or these

Bylaws, Robert's Rules of Order shall be the authority, and it shall be the duty of the Post Judge Advocate, in an advisory way, when called upon to do so by the Post Commander, to advise the Post Commander on the proper rule or rules.

- Sec. 4 Any Post member who is deployed to a combat theater at time his or her annual dues become payable, the Post shall pay said annual dues without further approval from Post members.

***ARTICLE XIII***  
***SPEECHES***

- Sec. 1 No member will be permitted to speak on any one subject (Pro or Con) more than twice; the first time no longer than five (5) minutes, and the second time no longer than three (3) minutes, with the exception of a committee report and recommendations and visiting guests who have a message to impart.

***ARTICLE XIV***  
***AMENDMENTS***

- Sec. 1 These Bylaws shall become effective after adoption by this Post and after review by the Commander of the Department and Commander-in-Chief of the Veterans of Foreign Wars of the United States.
- Sec. 2 Unless otherwise provided for in these Bylaws, these Bylaws may be amended by the Post by a two-thirds vote of the members present at a stated general membership meeting provided each member had been notified at least twenty (20) days in advance and upon request provided a copy of the proposed amendments. All amendments shall be forwarded through channels and reviewed by the Department Commander and the Commander-in-Chief before becoming effective.
- Sec. 3 Wherever these Bylaws or subsequent amendments may be found to be in conflict with the present or any future National By-Laws and By-Laws of the Department, the latter shall prevail and be binding upon this Post as though written herein.

These Bylaws were adopted, subject to the review of the Commander-in-Chief and the Commander of the Department of Colorado, Veterans of Foreign Wars of the United States on this 16th day of February 2022, at a regular meeting of this Post in the City of Monument and County of El Paso, State of Colorado.

MSG William J. Crawford Post No. 7829  
Veterans of Foreign Wars of the United States

By

Bruce A. Beyerly, Post Commander

OFFICIAL:

Thomas P. Dowd, Post Adjutant