



**MARINE CORPS LEAGUE**  
**DEPARTMENT OF NEW HAMPSHIRE**  
**BY-LAWS**

Revised February 2013



**DEPARTMENT OF NEW HAMPSHIRE  
BYLAWS CERTIFICATION**

Attached is the section (s) of bylaws of the Department of New Hampshire as revised and approved during a Department membership meeting held on 23 September 2012 in which a quorum as defined by the Department of New Hampshire bylaws was present. Please indicate your review and approval by your signature below. If any correction (s) are needed please return to the Commandant – Department of New Hampshire for required action.

Cherie Monnell PDD

Cherie Monnell PDD

Commandant of the Department of New Hampshire

25 September 2012

Date

B. A. Cero

Ben Cero

National Judge Advocate

10/09/12

Date

## Proposed DNHMCL By-Law Changes and additions

### 2012-A5-S3 Elections

#### Article Five

##### Section Three (How it reads now)

The Commandant of the Department of New Hampshire shall appoint a Nominating Committee in September to select individuals to recommend for the coming two year elected positions.

The nominations Committee recommendations are to be given at the Department meeting held in December. At the Department meeting just prior to the Annual Quad State Convention, nominations can be made from the floor by members in good standing of the Marine Corps League. Nominees must be MCL members in good standing with the League and a member of the Department of New Hampshire. The election of Officers is to take place at this meeting

The installation of officers shall take place at the Quad State Convention following the election.

##### Section Three (change to read)

The Commandant of the Department of New Hampshire shall appoint a Nominating Committee in **June** to select individuals to recommend for the coming two year elected positions.

The nominations Committee recommendations are to be given at the Department meeting held in **September**. At the Department meeting **in September and December nominations may be made from the floor following the listed procedure.**

##### **Procedure:**

**Nominations will be made from the floor for each of the four (4) elected positions** by members, **present**, in good standing of the Marine Corps League and a member of the Department of New Hampshire.

Nominees must be **present**, MCL members in good standing with the League and a member of the Department of New Hampshire.

**Nominees will stand and state their intentions to run or not run. If running their name will be added to the slate under the office nominated for.**

**At the quarterly meeting** just prior to the Annual Quad State Convention, **final call for nominations from the floor will be made.** The election of Officers is to take place at this meeting. **Nominees must be present in order to be voted into office**

The installation of officers shall take place at the Quad State Convention following the election.

**Rationale: To bring the by-laws more in line with National by-laws, to establish a logical procedure for the election of our leaders and to eliminate any confusion as how to go about it.**

Submitted by

***Cherie Monnell PDD***

24 June 2012

At DNHMCL Quarterly Meeting

Approved by membership at

**DNHMCL Quarterly Meeting**

**23 September 2012**



**DEPARTMENT OF NEW HAMPSHIRE  
BYLAWS CERTIFICATION**

Attached is the section (s) of bylaws of the Department of New Hampshire as revised and approved during a Department membership meeting held on 25 March 2012 in which a quorum as defined by the Department of New Hampshire bylaws was present. Please indicate your review and approval by your signature below. If any correction (s) are needed please return to the Commandant – Department of New Hampshire for required action.

Cherie Monnell PDD

Cherie Monnell PDD

Commandant of the Department of New Hampshire

31 May 2012

Date

Richard D. Gore Sr.

Richard D. Gore Sr

National Judge Advocate

4 JUNE 2012

Date

## **Department Of New Hampshire By-Laws**

### **Change 2011 –A3, S2-Quorum**

#### **Article three**

##### **Section Two (As it reads now)**

A quorum shall consist of fifteen (15) regular members, in good standing, including at least two elected officers of the Department of New Hampshire Marine Corps League must be present to conduct any and all business of the Department.

##### **Change to read**

A quorum shall consist of **ten (10)** regular members, in good standing, including at least two elected officers of the Department of New Hampshire, Marine Corps League, must be present to conduct any and all business of the Department.

**Reason:** At 3 or 4 of the past 8 Department meetings there has not been a quorum present to conduct the business of the Department. As we only have 4 meetings a year this present a problem to getting things done. Hopefully with the above change we may get back to conducting business in a forward motion.



## DEPARTMENT OF NEW HAMPSHIRE

### BYLAWS CERTIFICATION

Attached is the section (s) of bylaws of the Department of New Hampshire as revised and approved during a Department membership meeting held on 11 April 2010 in which a quorum as defined by the Department of New Hampshire bylaws was present. Please indicate your review and approval by your signature below. If correction(s) are needed please return to the Commandant – Department of New Hampshire for required action.

Cherie Monnell

Cherie Monnell  
Commandant of the Department of New Hampshire

2 June 2010

Date

John W. Kovalcik

John W. Kovalcik  
National Judge Advocate

19 June 2010

Date

REVIEWED AND APPROVED

John Kovalcik  
National Judge Advocate

Date

6/19/10

## Department Of New Hampshire By-Laws

### Change 2010 1-4

#### Article Six

##### Section Seven

Expenditures of \$100.00 or less can be made by the Department Commandant without prior approval of the membership. The Commandant may also approve expenditures of ~~{\$100}~~ <sup>{1}</sup> ~~{\$250}~~ or less by members of the Department for immediate payment when incurred for the benefit of the Department. ~~{2}~~The Board of Trustees shall be allowed to approve expenditures up to \$500 and that approval can be given via Email. ~~{Expenditures of \$100.01 or more require approval of a majority of those present and entitled to vote at a Department meeting.}~~ <sup>{3}</sup>ALL expenditures approved by the Commandant or the Board of Trustees shall be presented to the membership at the next Department of NH meeting for review and comment. All expenditures require a receipt for reimbursement. Receipts must reflect sufficient detail of services or product obtained to provide understanding of the expenditure. A bundled receipt for charges will not be accepted. (Bundled meaning charges are totaled and shown as a single charge.)

##### Section Eight

Checks for more than ~~{\$100.00}~~ <sup>{4}</sup> \$499.00 require the signature of two authorized officers.

~~{RED}~~ REMOVE

BLUE Proposed Change

Reason: In order to have a smooth running organization in this day and age expenditures for the Department come at times that cannot be approved at a Department meeting {only 4 a year}, are for amounts over \$100 and under \$500 and need to be paid in a timely manner, like 2 weeks, the Commandant and Board of Trustees need to be able to make the approval within the a short time.

DECEIVED  
MAY 02 2009  
By *[Signature]*



## DEPARTMENT OF NEW HAMPSHIRE BYLAWS CERTIFICATION

Attached are the bylaws of the Department of New Hampshire as revised and approved during a Department membership meeting held on 5 April 2009 in which a quorum as defined by the Department of New Hampshire bylaws was present. Please indicate your review and approval by your signature below. If correction(s) are needed please return to the Commandant – Department of New Hampshire for required action.

*Frank A. Diekmann*  
\_\_\_\_\_  
Frank A. Diekmann  
Commandant of the Department of New Hampshire

*16 April 09*  
\_\_\_\_\_  
Date

*John W. Kovalcik*  
\_\_\_\_\_  
John W. Kovalcik  
National Judge Advocate

*May 2, 2009*  
\_\_\_\_\_  
Date

REVIEWED AND APPROVED

\_\_\_\_\_  
National Judge Advocate

Date *5/2/09* *[Signature]*



## **Article One**

### **Organization:**

#### **Section one**

By virtue of the charter granted to this Department by the National Marine Corps League, this Department will be known as the, Department of New Hampshire, Marine Corps League, Incorporated as New Hampshire Marine Corps League.

#### **Section two**

The official address of this Department shall be that of the presiding state Commandant.

## **Article Two**

### **Power:**

#### **Section One**

The supreme power of this Department is vested in the elected Department of New Hampshire officers, and this Department shall at all times be governed by, the Constitution and Bylaws of the National Marine Corps League, Inc. as issued by the authority of the National Convention, National Staff and the National Commandant.

#### **Section Two**

The Department of New Hampshire's Board of Trustees is comprised of the ELECTED officers only, (Commandant, Senior Vice Commandant, Junior Vice Commandant and the Judge Advocate), and the Jr. Past Commandants. Only the immediate Jr. Past Commandant will be a voting member, all other past Jr.Vice Commandant will be non- voting member's of the board. The Board of Trustees will have the governing powers over the Department and are empowered to conduct business between regularly scheduled Department meetings by conducting special meetings, by mail, telephone, fax, or e-mail.

## **Article Three**

### **Meetings:**

#### **Section One**

The Department's general meetings shall take place at a time and location as determined by the Department officers

#### **Section Two**

A quorum shall consist of ten (10) regular members, in good standing, including at least two elected officers of the Department of New Hampshire Marine Corps League must be present to conduct any and all business of the Department.

#### **Section Three**

The Department Staff, consisting of the elected officers as voting members and the past commandant and appointed officers as non voting member shall hold a quarterly meeting at which time any member may attend, at their discretion.

## Article Four

### Membership:

#### Section One:

Applicants must meet the prerequisites of the National Marine Corps League to be eligible for membership in the Department of New Hampshire, Marine Corps League.

#### Section Two

All members shall conduct themselves in accordance with the National, and Department Bylaws at all times.

#### Section Three

Dues shall be as set by the Department at its annual convention.

#### Section Four

No member shall be exempted from annual dues except life member's or by vote of the Department at a general meeting.

#### Section Five

If a Marine Corps League member should choose to become a member in multiple detachments, they must become a member in good standing by paying annual or Life membership dues in each individual Detachment.

## Article Five

### Election:

#### Section One

The elected officers shall be: the Commandant, Senior Vice Commandant, Junior Vice Commandant, and the Judge Advocate. No one person can hold more than one elected office within the Department at the same time. Other officers shall be appointed by the Commandant with the approval of the Board of Trustees.

#### Section Two

The officers of this Department shall be elected and appointed for a term of two years. Elected officers can only hold their position for two consecutive terms.

#### Section Three

The Commandant of the Department of New Hampshire shall appoint a Nominating Committee in June to select individuals to recommend for the coming two year elected positions.

The nominations Committee recommendations are to be given at the Department meeting held in September. At the Department meeting in September and December nominations may be made from the floor following the listed procedure.

#### Procedure:

Nominations will be made from the floor for each of the four (4) elected positions by members, present, in good standing of the Marine Corps League and a member of the Department of New Hampshire.

Nominees must be present, MCL members in good standing with the League and a member of the Department of New Hampshire.

Nominees will stand and state their intentions to run or not run. If running their name will be added to the slate under the office nominated for.

At the quarterly meeting just prior to the Annual Quad State Convention, final call for nominations from the floor will be made. The election of Officers is to take place at this meeting. Nominees must be present in order to be voted into office

The installation of officers shall take place at the Quad State Convention following the election.

#### **Section Four**

In the event of a vacancy of an elected or appointed officer, the Commandant, with the approval of the Board of Trustees, shall appoint a successor to serve the balance of the term of office.

### **Article Six**

#### **Funds and Property:**

##### **Section One**

The funds and property of the Department shall remain forever undivided and shall always be considered as property of the Department of New Hampshire, Marine Corps League, which shall have sole management of same.

##### **Section Two**

With the commitment of a dedicated fund, and the same has been adopted by the Department, no portion of such fund or any interest received there from, shall be used for any of the fixed ordinary, or extraordinary expenses of the Department, or for any other purpose than that for which such fund was established.

##### **Section Three**

Subsequent additions of Department general funds may be made to such dedicated funds by a majority vote of the members present at a general meeting.

##### **Section Four**

Whenever any dedicated fund, as may have been established, has completed the purposes for which it was established, or otherwise outlived its usefulness, it may be abolished by a majority vote of the members present at a general meeting of the Department. Any funds remaining in the dedicated fund shall revert to the general fund of the Department of New Hampshire.

##### **Section Five**

The financial records of the Paymaster shall be audited once per year at a time between the Quad State Convention and the first Department meeting held after the Quad State Convention. The Audit Committee shall consist of three members in good standing. If there is no change in the Commandants position the audit committee will be appointed by the Board of Trustees. If there is a change in Commandants position, one auditor is to be appointed by the outgoing Commandant, another by the incoming Commandant and the third auditor will be an individual mutually acceptable to the outgoing and incoming Commandants.

##### **Section Six**

The financial records and all supporting documents for the Department of New Hampshire are to be presented to any member of the Board of Trustees for review within 30 days of the request.

The financial records are to be made available for review to any member of the Department of New Hampshire - MCL at the Departments quarterly meetings.

##### **Section Seven**

Expenditures of \$100.00 or less can be made by the Department Commandant without prior approval of the membership. The Commandant may also approve expenditures of \$250 or less by members of the Department for immediate payment when incurred for the benefit of the Department. The Board of Trustees shall be allowed to approve expenditures up to \$500 and that approval can be given via Email. ALL expenditures approved by the Commandant or the Board of Trustees shall be presented to the membership at the next Department of NH meeting for review and comment. All expenditures require a receipt for reimbursement. Receipts must reflect sufficient detail of services or product obtained to provide understanding of the expenditure. A bundled receipt for charges will not be accepted. (Bundled meaning charges are totaled and shown as a single charge.)

## **Section Eight**

Checks for more than \$499.00 require the signature of two authorized officers.

## **Article Seven**

### **By-laws:**

#### **Section One**

No portion of these bylaws can, under any circumstances, be temporarily suspended.

#### **Section Two**

All revisions, alterations, amendments and additions to these bylaws shall be proposed at a general meeting of the Department, entered on the records, and may be adopted at a subsequent general meeting, if two-thirds of the members present vote in favor thereof.

#### **Section Three**

Revisions, alterations, amendments, additions and deletions to these bylaws must be approved by the National Judge Advocate before they become effective.