**BYLAW RECOMMENDED CHANGES**

**Approved by SEC 9 August 2025**

**ARTICLE III - DEPARTMENT CONVENTIONS**

**Old**

**3.a**

Each Post will be required to pay a revalidation fee at the time of revalidating equal to the current pre-registration fee for two convention delegates. Upon successful revalidation the Post will be entitled to two delegates with no additional registration fee required. A post may request a waiver of fee’s through the SEC due to extenuating circumstances.

**New**

**3.a**

Each Post will be required to pay a revalidation fee of $30.00 for each delegate at the time of revalidating for two convention delegates, total $60.00 for years 2026 & 2027. Beginning 2028 – 2031 revalidation fee of $35.00 for each delegate at the time of revalidating for two convention delegates, total of $70.00 for years 2028, 2029, 2030 & 2031.

 Upon successful revalidation the Post will be entitled to two delegates with no additional registration fee required. A post may request a waiver of fees through the SEC due to extenuating circumstances

**ARTICIL V- EXECUTIVE DEPARTMENT**

**Old**

7. The Department Headquarters shall consist of the Executive Director and such other positions as the S.E.C. shall authorize.

**New**

**7.** The Department Headquarters shall consist of such other positions as the S.E.C shall authorize.

**ARTICLE VI - DUTIES OF OFFICERS**

**Old**

**5. ADJUTANT:** The Adjutant provides the administrative support for the Department and is charged with taking minutes and maintaining all records (in conjunction with the finance officer). He is also responsible for correspondence and handles the routine business of the post.

The Adjutant is the official contact person for the Department and serves as the liaison officer between the Department and the Posts, Districts and National Headquarters.

Among the Adjutant responsibilities:

1. Maintain the Department’s electronic roster. Ensure e-mails are current for all members and leaders.

2. Maintain records of current and past officers.

3. Forward a new list of officers to National Headquarters within 30days of the election. E-mail membership when a member passes**.**

**New**

**5. ADJUTANT:**

The Adjutant provides the administrative support for the Department and is charged with taking minutes and maintaining all records (in conjunction with the finance officer). The Adjutant is also responsible for correspondence and handles the routine business of the Department.

The Adjutant is the official contact person for the Department and serves as the liaison officer between the Department and the Posts, Districts and National Headquarters.

Among the Adjutant responsibilities:

1. Maintain the Department’s electronic roster. Ensure e-mails are current for all leaders of each Post, District and Department.

2. Maintain records of current and past officers.

3. Forward a new list of Department officers to National Headquarters within 30 days of the election. E-mail membership when a member passes**.**

4. Be responsible for administrative and management duties, as outlined in the Personnel Regulations, for the Headquarters.

5. Be the custodian of all Department records and properties; provide the necessary accounting services for the proper recording and reporting of Department funds.

6. Edit and see the publication of the Michigan AMVET News in conjunction with the

Communication and Technologies Committee; to edit and publish other publications,

directives and reports of the Executive Department.

7. The Adjutant shall be responsible to the Department Commander.

**11.** **EXECUTIVE DIRECTOR:**

**Old**

 The Executive Director shall be responsible for administrative and management duties, as outlined in the Personnel Regulations, for the Headquarters.

A. In addition to the above, shall insure administrative compliance with the

Department Constitution & By-Laws and convention mandates; be the custodian of

all Department records and properties; to provide the necessary accounting

services for the proper recording and reporting of Department funds; to edit and

oversee the publication of the Michigan AMVET News in cooperation with the

Communication and Technologies Committee; to edit and publish other publications,

directives and reports of the Executive Department.

B. The Executive Director shall be responsible to the Department

Commander.

C. The Department Commander, with the advice of the Personnel Committee,

shall appoint an Executive Director with the consent and approval of the SEC,

should a vacancy occur in the Office.

D. The Executive Director can be removed for just cause, in accordance with

the provisions of the Personnel Regulations.

**New**

NONE - Eliminate completely

**ARTICLE VII – POSTS**

**Old**

7. Any Post proposing to locate or relocate a Post Home or a regular Post meeting

place shall notify the Executive Director of its' intent in writing. If there is

no Post within a one-half mile radius of said proposed location, the Executive

Director shall so notify the Post within seven days of his receipt of the Post

letter. The Executive Director shall notify, by registered letter, any Post

which is already permanently established within the one-half mile radius of said

proposed new location. If, after fifteen days from the date of sending said notice, no

objection is received on said new location, the Post shall be free to establish in the

proposed new location. If, however, written objection is received from the

established Post the S.E.C. shall hold a hearing on the objection and approve or

disapprove the Post's proposed location.

**New**

7. Any Post proposing to locate or relocate a Post Home or a regular Post meeting

place shall notify the Adjutant of its' intent in writing. If there is no Post within a one-half mile radius of said proposed location, theAdjutant shall notify the Post within seven days of his/her receipt of the Post letter. The Adjutant shall notify, by registered letter, any Post which is already permanently established within the one-half mile radius of said proposed new location.

If, fifteen days after the date of sending the said notice, no objection is received to the said new location, the Post shall be free to establish in the proposed new location. If, however, a written objection is received from the established Post the S.E.C. shall hold a hearing on the objection and approve or disapprove the Post's proposed location.

**ARTICLE IX – FINANCES**

**Old**

11. The Finance Officer and Executive Director shall meet annually between June

1st and the opening of the Department Convention to formulate a budget for that

fiscal year. The Finance Committee shall review the proposed annual budget and

present it to the newly elected S.E.C. for approval at the Post Convention S.E.C.

meeting.

**New**

11. The Finance Officer and Adjutantshall meet annually between June 1st and the opening of the Department Convention to formulate a budget for that fiscal year. The Finance Committee shall review the proposed annual budget and present it to the newly elected S.E.C. for approval at the Post Convention S.E.C. meeting.

**Old**

12. The Finance Committee in conjunction with the Finance Officer and Executive

Director shall, upon the direction of the S.E.C., or upon request of three voting members

of the Finance Committee, meet during the Fiscal year to consider any changes to

the Annual Budget. Any new proposed program or changes to the Annual Budget

must be approved by the S.E.C.

**New**

12. The Finance Committee in conjunction with the Finance Officer and Adjutant shall, upon the direction of the S.E.C., or upon request of three voting members of the Finance Committee, meet during the Fiscal year to consider any changes to the Annual Budget. Any new proposed program or changes to the Annual Budget must be approved by the S.E.C.

**Old**

18. Checks against all funds of the Department shall be signed by two of the

following officers: the Department Commander, 1st Vice Commander, the Finance

Officer, or the **Executive Director.**

 The Service Director shall be authorized to sign Payroll Checks in the event the Finance Officer and the **Executive Director** are not available.

**New**

18. Checks against all funds of the Department shall be signed by two of the following officers:

Department Commander and 1st Vice Commander, Finance Officer, Adjutant or Immediate Past Department Commander.

In the absence of the Department Commander, any two with written approval via email or text from the Department Commander.