

MARINE CORPS LEAGUE
DETACHMENT 014 - FRESNO
BY-LAWS



Revised: 19 May 2007

**MARINE CORPS LEAGUE
DETACHMENT 014 - FRESNO
BY-LAWS**

APPROVALS

DETACHMENT 014 - FRESNO

Brooks C. Wilson		5-19-07
_____ Printed Name - Commandant	_____ Signature	_____ Date
Cliff Mayer		5-19-07
_____ Printed Name - Senior Vice Commandant	_____ Signature	_____ Date
Don Soper, Jr.		5/19/07
_____ Printed Name - Junior Vice Commandant	_____ Signature	_____ Date
Charles Stephens		5-19-07
_____ Printed Name - Judge Advocate	_____ Signature	_____ Date

These by-laws were approved by vote of the general membership on 5-19-2007.

DEPARTMENT OF CALIFORNIA

_____ Printed Name - Judge Advocate	_____ Signature	_____ Date
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**MARINE CORPS LEAGUE
DETACHMENT 014 - FRESNO**

19 April 2008

From: Commandant
To: Distribution List

Subj: DETACHMENT 014 - FRESNO, MARINE CORPS LEAGUE BYLAWS; CHANGE 1

Ref: (a) National Bylaws and Administrative Procedures
(b) Department of California Bylaws
(c) Detachment 014 - Fresno Bylaws

Encl: New page inserts

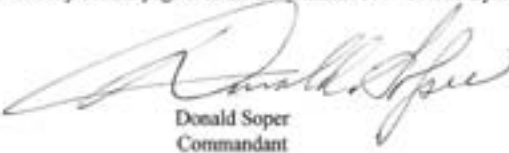
1. Background. In accordance with references (a) through (c), the following changes to the Detachment 014 - Fresno Bylaws dated 19 May 2007, were approved by unanimous vote of the membership this date.
2. Summary of Changes
 - A. In Section 3. Project Staff, ARTICLE IV - OFFICERS AND STAFF, change the word "quartermaster" to read "supply officer."
 - B. In Section 4.J. (4) Flag Officer under Section 4: Duties and Responsibilities, ARTICLE IV - OFFICERS AND STAFF, change the words "Flag Officer" to read "Ceremonial Officer."
 - C. In Section 4.J. (7) Quartermaster under Section 4: Duties and Responsibilities, ARTICLE IV - OFFICERS AND STAFF, change the word "Quartermaster" to read "Supply Officer."
 - D. On the first line of Section 1: Nominations, ARTICLE V - ELECTION OF OFFICERS, change the word "October" to read "September."
 - E. On the first line of Section 2: Election, ARTICLE V - ELECTION OF OFFICERS, change the word "November" to read "October."
 - F. On the first line of Section 6: Installation, ARTICLE V - ELECTION OF OFFICERS, change the word "January" to read "November."
 - G. Change the letter "F" in sub-paragraph F. Female Uniforms, Section 2: Authorized Uniforms, ARTICLE IX - UNIFORMS, to read "E."
 - H. Change the letter "E" in sub-paragraph E. Associate Member Uniforms, Section 2: Authorized Uniforms, ARTICLE IX - UNIFORMS, to read "F."

Subj: DETACHMENT 014 - FRESNO, MARINE CORPS LEAGUE BYLAWS; CHANGE 1

- I. On the tenth line of the new sub-paragraph E, Associate Member Uniforms, Section 2: Authorized Uniforms, ARTICLE IX - UNIFORMS, change the letters "MCL" to read "sunburst emblem."
- J. Change the letter "F" in sub-paragraph F, Ceremonial Uniform, Section 2: Authorized Uniforms, ARTICLE IX - UNIFORMS, to read "G."
- K. On the eighth line of subparagraph G, Ceremonial Uniform, Section 2: Authorized Uniforms, ARTICLE IX - UNIFORMS, change the word "Flag" to read "Ceremonial."

2. Action

- A. Remove present page ii, pages 5 and 6, pages 7 and 8, pages 17 and 18, and pages 19 and 20, and replace them with the corresponding pages in the enclosure.
- B. File this page directly behind page ii of the Detachment 014 - Fresno Bylaws.



Donald Soper
Commandant

DISTRIBUTION: All members in good standing

DEPARTMENT OF CALIFORNIA

Printed Name - Judge Advocate

Signature

Date

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**ARTICLE I
GENERAL**

Section 1: **Detachment Name.** The name of this Detachment shall be “Detachment 014 - Fresno of the Marine Corps League.” This Detachment is affiliated with, and has been chartered by the national organization of the Marine Corps League. The detachment charter was issued on 15 April 1944, and presented to the Detachment by the National Commandant of the Marine Corps League, Thomas S. Wood, and the National Adjutant and Paymaster, Stephen Brosow.

Section 2: **Purpose**

- A. To preserve the traditions and to promote the interests of the United States Marine Corps;
- B. To band those who are now serving the United State Marine Corps and those who have been honorably discharged from that service together in fellowship that they may effectively promote the ideals of American freedom and democracy;
- C. To fit its members for 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 and women who have given their lives to the Nation;
- E. To foster love for the principles which they have supported by blood and valor since the founding of the Republic;
- F. To maintain true allegiance to American institutions;
- G. To create a bond of comradeship between those in the service and those who have returned to civilian life;
- H. To aid voluntarily and to render assistance to all Marines and former Marines, as well as to their families, their widows and their orphans;
- I. To perpetuate the history of the United States Marine Corps, and by fitting acts, to observe the anniversaries of historical occasions of particular interest to Marines.
- J. To support local/regional/national charitable and community service activities that are appropriate and within the purview of the Detachment capability, activities that encourage and enhance the responsible development of youth and the promulgation of responsible citizenship and patriotism. These activities may include “Toys for Tots,” “Devil Pups,” “Young Marines,” “Veterans Administration Volunteer Services,” parades, color guards and/or other programs deemed appropriate by the Detachment.

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Section 3: Policy

- A. This Detachment is organized for non-profit purposes. Individual members may not derive profit from any Detachment activity or program. This does not prohibit, however, the Detachment from hiring a member or other person on a commercial basis to provide services to the Detachment when the best interests of the Detachment or its programs will be best served thereby.
- B. The property of the Detachment is dedicated to the purposes of this veterans' organization and no part of the net income or assets of this Detachment shall ever inure to the benefit of any officer, or member thereof, or to the benefit of any private persons.
- C. Upon the dissolution of the Detachment, procedures as set forth by the Department and National By-Laws must be observed in their entirety before the dissolution may be completed. This includes the provisions for surrendering the detachment charter in accordance with state laws and National MCL By-Laws, settlement of all legitimate liabilities, and the completion of required administration and logistics, and other such actions, as dictated by those bodies.
- D. Should there be a conflict between these by-laws and those of higher authority, the latter shall prevail.

**ARTICLE II
AMENDMENTS**

Section 1: **Policy.** These By-Laws may be revised or amended to the extent they are not inconsistent with the By-Laws of the Department or National Bylaws by a two-thirds vote of the membership voting at a regular or special meeting, provided that previous notice was given at a prior meeting or via the internet, newsletter or 1st class mail, as appropriate.

Section 2: **Adjudication.** In the event any issue arises that is not covered by these By-Laws, the Detachment shall refer to Department and National By-Laws. In the event such issue is not covered by National or Department By-Laws, the Officer Board, with advice and counsel of the Judge Advocate, shall make a decision, which shall be reported to the members at the next general meeting.

**ARTICLE III
MEMBERSHIP**

Section 1: **Policy.** Detachment 014 expresses as its policy that membership may not be denied on the basis of race, religion, gender, creed, or national origin.

Section 2: **Regular Membership.** Only persons who are serving, or who have served honorably in the United States Marine Corps on active duty for a period of not less than ninety (90) days from the completion of boot camp, and persons who are serving or have served in the United States Marine Corps Reserve and have earned no less than ninety (90) Reserve Retirement Credit Points shall be eligible for regular membership in the Marine Corps League. Proof of honorable service in the United States Marine Corps or United States Marine Corps Reserve is required in the form of a Certificate of Honorable Discharge (WW II era), DD-214 (copy 1), active/reserve I.D., or other documentation that substantiates proof of service as a United States Marine.

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Section 3: Associate Membership

- A. Those individuals not qualified for regular membership in the Marine Corps League, or Marine Corps League Auxiliary (if and when such a detachment organization does or shall exist), who espouse the principles and purposes of the Marine Corps League as contained in its Congressional Charter, may, upon application to the Detachment, be accepted for associate membership in the Marine Corps League and Detachment 014. If the applicant for associate membership has served with another branch of the Armed Forces of the United States, he/she shall have served under honorable conditions. Proof of honorable service will be required.
- B. Associate members, upon acceptance, will pay dues and the initiation fee in the same amounts as prescribed for regular members. A membership pin and membership card similar to the design and style of the approved regular membership pin and membership card, indicating "Associate Member" will be issued by National Headquarters. Uniform and cover, including ornamental device/emblems and lettering will be established by the National Uniform Committee, and will be enforced by the Detachment.
- C. An associate member shall be entitled to all the rights, privileges and benefits of a regular member, with the exception that they may not vote on matters affecting Marine Corps League policy, a membership application, the election of the Officer Board (specifically the offices of Commandant, Senior Vice Commandant, Junior Vice Commandant, Judge Advocate and Junior Past Commandant), or hold elective office at any level.
- D. An associate member in the Detachment may hold appointed staff officer positions, and vote on the internal affairs of the Detachment only. Associate members may not vote on any membership application for regular membership.

Section 4: Honorary Membership. An honorary membership may be issued, at the discretion of the Detachment Commandant and/or the elected Officer Board to those persons who have been of extraordinary service to the Nation, to the community, to the United States Marine Corps, and/or the Marine Corps League. An honorary member will not be entitled to the rights, privileges and benefits available to a regular member or associate member. Payment of dues or initiation fees is not required; however, such membership will not be entitled to the official publications of the Marine Corps League, except by paid subscription. A membership card and certificate will be available from National Headquarters. A suitable certificate may also be issued to honor the occasion.

Section 5: Life Membership. Any member of the Marine Corps League in good standing may become a Life Member upon proper payment of the required fee as set forth in the National By-Laws, following the procedures and application process set forth therein.

Section 6: Dual Membership. Any applicant who, at the time of application to Detachment 014, is also a member of another detachment, must make the existence of that membership known at the time of application for membership in Detachment 014. Such member shall be a regular 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 receiving detachment per National Bylaws format. Membership in the detachment of least tenure will be considered as an associate membership status. Should Detachment 014 be such member's least tenure, dues will not be required.

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Section 7 Membership Application

- A. Any person eligible for membership in the Marine Corps League under the provisions of the National By-Laws and Administrative Procedures of the Marine Corps League may initiate an application for membership by completing an application/biography form to include the applicant's signature. The completed application/biography form will then be presented to a sponsoring member or officer of the Detachment with all required dues and fees, and a copy of Copy 4 of their DD-214 (or copy of their Certificate of Honorable Discharge in the case of WW II veterans).

- B. The application form published by National and/or the Detachment shall include the requirement for completion of identifying dates of service and birth, address and phone, and other administrative data as may be considered appropriate, a signature, and the following printed certification for regular membership: **"I hereby certify that I am currently serving or have served honorably in the U.S. Marine Corps on active duty for not less than ninety (90) days, or have served or am currently serving in the U.S. Marine Corps Reserve and have earned no less than ninety (90) Reserve Retirement Credit Points), or that I have served or am currently serving as a U.S. Navy corpsman who has trained with Marine FMF Units in excess of ninety (90) days and earned the Marine Corps Device or Warfare Device worn on the Service Ribbon authorized for FMF corpsmen. If discharged, I am in receipt of a Certificate of Honorable Discharge (WW II), Honorable Discharge or General Discharge Under Honorable Conditions. By signature on this application, I hereby agree to provide proof and release of honorable service/discharge information to Detachment 14 for confidential retention (associate membership application is exempt)."** If the applicant is from another branch of service, proof of honorable service is required.

- C. The application/biography form received by a member-sponsor, or officer, shall then be turned in to the Junior Vice Commandant, along with a copy of a Certificate of Honorable Discharge (WW II), DD-214 Honorable Discharge (Copy 1), General Discharge Under Honorable Conditions (Copy 1), or Department of Defense Identification card if on active duty or retired, and all dues/fees, as soon as practical, but not later than the next regularly scheduled meeting of Detachment 014.

- D. The Detachment Adjutant and Paymaster shall receive, verify and record the application/biography form, discharge papers and dues/fees as applicable and required in accordance with the National By-Laws.

- E. The acceptance of applicants to membership in Detachment 014 shall be the sole province of the detachment membership, as set forth in the National By-Laws. Applicants for membership will not be present for that portion of the meeting in which the applicant is being considered.

- F. In cases where an applicant is rejected for membership, all monies received from the affected applicant shall be returned to such applicant by the sponsoring member, or a detachment officer.

- G. By accepting membership in Detachment 014, an applicant agrees to subscribe to and be bound by the provisions of the national, department and detachment by-laws. As practicable, each new member of Detachment 014 will be provided with a copy of the By-Laws of Detachment 014.

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- H. Membership application packages will not be transmitted to the National Headquarters until all the paperwork identified above has been received.

Section 8: Membership Dues and Fees. Membership dues and fees will be as set by National Headquarters, the Department of California, and this Detachment. All such dues and fees of this Detachment shall be subject to vote of the membership at a regular business meeting before taking effect.

Section 9: Good Standing

- A. All members shall be considered in good standing in the Detachment and Marine Corps League, except as follows:

- (1) Required dues are not paid and transmitted on or before membership expiration date as shown on the member's membership card.
- (2) Is indebted or in arrears to the Detachment, Department, or National Headquarters.
- (3) Under suspension as punishment upon the adjudication of guilt as provided in the Department and/or National Bylaws.

- B. In all cases involving transfer of a member of a Detachment, the losing Detachment approving of the transfer shall also certify in writing that the transferring member is in good standing.

Section 10: Delinquent Member

- A. A member shall be identified as delinquent whenever the member's dues are not paid and transmitted on or before the membership expiration date as shown on the member's membership card. A delinquent status encompasses the following.
- B. Such member shall be retained in the delinquent status for a maximum of one (1) year, during which time the member may erase this status by making payment of all dues in arrears in full.
- C. Should the affected member remain in the delinquent status in excess of one (1) year, such member shall be dropped from all membership rolls. The good standing status of such member shall be restored only through the processing of an standard application form package as a new member, which shall include dues and initiation fees as prescribed by Detachment 014, the Department of California and National Headquarters.
- D. No delinquent member may be transferred.

Section 11: Rights of Members

- A. No member shall be deprived of any rights and privileges in the Marine Corps League or Detachment 014 except for non-payment of dues or other indebtedness, unless the member shall first be charged, tried and found guilty in accordance with the Provision of the National By-Laws and Administrative Procedures dealing with offenses and penalties.
- B. The right of appeal under the Provisions of the National By-Laws and Administrative Procedures shall not be denied.

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**ARTICLE IV
OFFICERS AND STAFF**

- Section 1:** **Officer Board.** The elected officers shall comprise the Board of Trustees (hereafter referred to as the Officer Board) of this Detachment. The Officer Board will consist of the Commandant, Senior Vice Commandant, Junior Vice Commandant and Judge Advocate. Regular members in good standing only may hold these offices.
- Section 2:** **Officer Staff.** The Commandant, with the advice and consent of the Officer Board, shall appoint the Junior Past Commandant, Adjutant, Paymaster, Chaplain, Sergeant-at-Arms, and other such officers as needed to effectively administer the business of the Detachment. Such officers will comprise the Officer Staff, and are expected to assist the Officer Board in decisions and administrative activities, and attend officer and staff meetings. Regular members and/or associate members in good standing may hold these detachment offices, with the exception of the post of Junior Past Commandant. The immediate past commandant will usually be the Junior Past Commandant, but this billet may also be filled by any past commandant in good standing.
- Section 3:** **Project Staff.** The Officer Board may appoint members (regular or associate) to manage and lead specific projects and/or on-going activities of the Detachment. This includes such functions as “Toys for Tots,” the Marine Corps birthday, youth programs, newsletters, public relations and information, supply officer duties, events planning and coordination, photography, archives, color/honor guards, parades, ceremonies and other projects as required. Some projects are “one-time” events, while others may be on-going.
- Section 4:** **Duties and Responsibilities.** The duties and responsibilities of the Officer Board and Staff will be generally as follows, but not limited to those parameters.
- A. **Commandant.** Direction and planning; administration of meetings; liaison, contacts and community relations; initiation of members.
 - B. **Senior Vice Commandant.** Assistance to the Commandant; finance and budget planning; fund raising.
 - C. **Junior Vice Commandant.** Membership recruiting and retention; meeting and event planning; coordination and assistance on parades and ceremonies.
 - D. **Judge Advocate.** Advice and counsel to the Commandant and Officer Board on matters of elections, bylaws and audits; liaison with the Department on policy; adjudication of infractions and grievances.
 - E. **Junior Past Commandant.** Officer assistance and training; counsel regarding questions of tradition and history.
 - F. **Adjutant.** Minutes and records; member personnel records; correspondence and inquiry response.
 - G. **Paymaster.** Accounting and bookkeeping; membership transmittals; comptroller of detachment funds; quarterly financial reports; assistance to Senior Vice Commandant on finance and budget; taxes and licenses.

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- H. **Chaplain.** Invocations; memorial services; membership assistance for death/illness; Marine and Marine family assistance during times of distress.
- I. **Sergeant-at-Arms.** Order of meetings; meeting location preparation.
- J. **Project Staff.** The following represent on-going functions that the Detachment may require. Other projects, with appropriate project leadership, may be added as required. The following list serves as an example of functions, and is not intended to be all inclusive or exclusive.
- (1) **Newsletter Editor.** Responsible for the monthly publication, mailing and distribution of the Detachment newsletter.
 - (2) **Webmaster.** Responsibility for the updating and maintenance of the detachment web site. Due to the nature of this billet, it may be filled by an outside contractor, but an officer or staff member may be assigned as a liaison between the Detachment and contractor for continuity.
 - (3) **Web Sergeant.** Responsible for maintaining the detachment information presented on the National web site. This billet may be filled by the detachment member acting as the Detachment Webmaster.
 - (3) **Events Coordinator.** Generally the responsibility of the Junior Vice Commandant, but may be a separate billet as desired. Serves as a liaison and coordinator for outside events such as parades, recruiting booth participation in community events, Toys for Tots assistance to the Marine Reserve, Marine Corps birthday events and general public relations and information on behalf of the Detachment. These activities may be broken down individually, if necessary. Responsible for the manning logistics of such events as necessary.
 - (4) **Ceremonial Officer.** Responsible for the training, appearance, and performance of color/honor guards at parades and ceremonies, and other meetings and events. This could be the responsibility of the Sergeant-at-Arms.
 - (5) **Scholarships.** Responsible for making scholarship applications available to detachment members and their families, convening a committee to determine the validity and appropriateness of scholarship requests and choosing recipients based upon monies set aside for such scholarships.
 - (6) **Historian.** Responsible for the collection and preservation of detachment history, and making presentations to the membership on interesting items of Marine Corps history at general meetings.
 - (7) **Supply Officer** Responsible for the stocking and operation of the Detachment Ship's Store for the benefit of the membership.
 - (8) **Veterans Administration Veteran Services (VAVS).** Responsible for providing veteran service information to all veterans and supporting veteran activities that include but are not limited to V.A.V.S., donations to veterans of needed items, POW/MIA issues.

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- (9) **Other Functions, Projects or Committees.** The Commandant, with the advice and consent of the Officer Board, may appoint members to accommodate such temporary staff functions, projects, and standing or ad hoc committees from time to time as they deem appropriate to assist in the performance of the business of the Detachment.

Section 5: **Designated Responsibilities.** The Commandant, with the advice and consent of the Officer Board, may temporarily or permanently change the designated responsibilities of the elected and appointed officers and staff from time to time as the needs of the Detachment require and the capabilities of individuals dictate.

**ARTICLE V
ELECTION OF OFFICERS**

Section 1: **Nominations.** The nomination of officers will be made at the September general meeting. Nominees must be present and accept nomination prior to their names being officially placed on the ballot. The Adjutant and Paymaster will verify that nominees are members in good standing at this meeting and report same to the Officer Board before the meeting is adjourned.

Section 2: **Election.** Election of officers shall be held at the October general meeting of members. In the event circumstances require a nominee to withdraw from consideration after nominations are closed, and that withdrawal leaves no nominee for that office, nominations will be accepted from the floor of the November meeting prior to the balloting.

Section 3: **Voting.** Election of officers shall be by secret ballot of regular members in good standing present at such meeting. If only one nominee is running for a particular elective office, a voice vote may be taken. Proxy voting is not permitted, with the following exceptions: If a member is on active or reserve duty, out of town for a valid reason or ill and cannot attend the meeting, said member must contact the Judge Advocate prior to the meeting and provide the Judge Advocate with his/her vote in writing.

Section 4: **Ballot/Vote Counting.** The counting of ballots, and proxy/absentee votes, will be conducted by the Sergeant-at-Arms, and verified by the Judge Advocate. In the event that either, or both, of these officers is/are not available, the Commandant will select a member(s) of the Officer Board and/or staff not a nominee for office to perform these functions.

Section 5: **Majority Rule.** A simple majority vote shall be sufficient to elect the Officer Board.

Section 6: **Installation.** Elected officers shall be installed no later than the November general meeting of members. An elected department or higher officer shall be invited to conduct the installation, but if they are unable to attend, the installation may be performed by a past detachment commandant in good standing.

Section 7: **Report of Installation (ROI).** A complete ROI will be prepared by the Adjutant and made available to the installing official to verify and sign. The ROI will be submitted to the Department Paymaster within five (5) days after the installation date.

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Section 8: **Term of Office.** The term of office for elected officers shall be for a period of one (1) year. Elected officers shall not hold office for more than two (2) consecutive terms. They may, however, be considered for these respective offices after one (1) term of absence. Appointed staff will serve at the pleasure of the Commandant and Officer Board, and not be bound by term limits.

ARTICLE VI
RESIGNATION, DEATH OR REMOVAL OF OFFICERS

Section 1: **Resignation or Death.** In the event of the resignation or death of an elected or appointed officer during his/her term, the following procedure will be followed.

- A. If an officer tenders resignation from office, the resignation will be approved or denied by the Commandant and remaining elected officers. If denied, a meeting will be set for review with the resigning officer. If, after such meeting, that officer still wishes to resign, it will be approved.
- B. The replacement of an elected officer, who has resigned or has died in office, shall be at the initiation of the Commandant and elected officers remaining. After discussion and review of appropriate candidates to complete the vacated term, the Board shall nominate a replacement by vote, with such nomination being based upon a minimum of three (3) votes. The nominated officer shall then be voted on by the membership at the next regular business meeting. A simple majority vote of those regular members in good standing present shall be sufficient to confirm the nominee.
- C. In the event of the resignation or death of an appointed officer, the Commandant, with the consent of the elected officers, shall appoint a qualified individual to fulfill the unexpired term of office.

Section 2: **Removal From Office For Cause**

- A. In the event an elected officer proves to be incompetent or otherwise unfit for office, or cannot fulfill the oath of membership or oath of office as required by the detachment, department or national by-laws, the membership can rescind the election of that officer by a two-thirds vote of the regular membership present in good standing. Steps may also be taken, notwithstanding the charges and rights of the officer, which shall not be denied, to remove said officer in accordance with department and national by-laws. The Commandant, with the advice and consent of the Officer Board, may remove an appointed officer for the reasons above without vote.
- B. If an elected or appointed officer has missed two (2) consecutive general meetings, or two (2) consecutive scheduled officer and staff meetings, or has been absent from three (3) or more general meetings within a 12 consecutive month period, or three (3) or more officer meetings within a 12 consecutive month period, that officer may be subject to removal from office, depending on the disposition of any discussion and extenuating circumstances as reviewed by the Officer Board.
- C. If the situation warrants, and the officer does not wish to resign, impeachment charges shall be drafted by the Officer Board through the Judge Advocate, and shall be presented to the membership at a special membership meeting called for that purpose. An officer who is the subject of this impeachment proceeding shall have the right to have included with the published notice of the special membership meeting a statement of his/her position or defense to be considered by the membership at the meeting called for consideration of his/her impeachment. The cost of producing such a statement of position or defense shall be borne by the charged officer. The cost of publishing that statement with the notice shall be borne by the Detachment.

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**ARTICLE VII
MEETINGS**

- Section 1:** **General Meetings.** The Detachment shall have not less than one (1) general meeting per month, on a week and day of the month to be determined by the Officer Board, and concurred with by a majority of the membership. In the event that the day of the meeting is changed, written notice of the change will be published to all current members in good standing via internet, newsletter or first class mail as appropriate and necessary.
- Section 2:** **Special Meetings.** Special meetings may be called by the Officer Board as the business of the Detachment requires.
- Section 3:** **Officer and Staff Meetings.** A meeting of the officers, both elected and appointed, should take place at a mutually acceptable time on a monthly basis, but in no case not less than at least four (4) times per year to plan and administer the business of the Detachment.
- Section 4:** **General Meeting Quorum.** A quorum for purposes of voting at a regular meeting of members shall consist of those members present.
- Section 5:** **Officer and Staff Meeting Quorum.** A quorum for purposes of voting at an officers meeting shall be at least three (3) elected officers. In addition, where mandated or desirable, a phone vote is also acceptable.

**ARTICLE VIII
FISCAL AND FINANCIAL**

- Section 1:** **Fiscal Year.** The fiscal year for the Detachment is from 1 July to 30 June of the next succeeding year.
- Section 2:** **Budget Process.** A Budget Committee of at least three (3) regular members in good standing (to include the Senior Vice Commandant and Paymaster) will be formed by the Senior Vice Commandant no later than 1 April of each year and meet to determine the detachment's annual budget and discuss all financial necessities which allow the Detachment to operate during the next fiscal year. The Budget Committee will present a proposed budget to the May officer and staff meeting for consideration. The final proposed budget will be presented to the regular membership for their voting approval no later than the June regular membership meeting. The budget shall establish the limits under which expenditures can be made for a given purpose. In addition, the budget will approximate revenues based on prudent and conservative evaluation and estimates.
- Section 3:** **Budget Approval**
- A. The budget will be approved by a voice vote of all members in good standing attending the June meeting. A simple majority in favor of the proposed budget will adopt the budget. If a majority vote, either for or against adopting the proposed budget, cannot be determined by voice vote, a secret ballot will immediately follow at that meeting.

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- B. In the event a proposed budget is not approved by the members in good standing present and voting at the June meeting, a new budget will be presented at the next general membership meeting. Necessary expenditures will be allowed to be made for a period no longer than 30 August, should the first or subsequent budgets not be approved. This will have no impact, however, on membership transmittals for which dues and fees have been received from members.

Section 4: **Authorization Levels.** Authorization levels for the expenditure of unbudgeted amounts or for amounts in excess of those approved by the general membership, and/or for emergency or necessary purposes in the conduct of the business of the Detachment, may be proposed by the Officer Board, and approved by the membership at a general meeting. The limits established in this Section, if proposed for change or modification, require an amendment (per Article II) to this article and section. The Officer Board will make their proposal based on requirements and the level of the treasury of the Detachment, and will adhere to the advice and consent of detachment members.

Authorizations for unbudgeted amounts by the Commandant and/or Officer Board shall be noted to the membership in the Paymaster's report at the next general membership meeting. The Paymaster is responsible for disbursing funds within budget limits, and reporting the budget status to the Officer Board and the Detachment membership.

- A. The Commandant may approve an expenditure of up to \$75.00 for a single, non-budgeted expense in his good judgment, but only for a maximum of five (5) times per fiscal year. If the necessity arises for additional expenditures, the Commandant will confer with the Senior and Junior Vice Commandants for their approval.
- B. The Officer Board may approve an expenditure of between \$75.01 and \$150.00 for a single, non-budgeted expense in their good judgment.
- C. Any single, non-budgeted expenditure in excess of \$150.01 requires the favorable vote of the members in good standing present by vote at a regular general membership meeting before such expenditure can be made.

Section 5: **Authorized Expenditures.**

- A. No expenditures are to be made through the Paymaster unless authorized by the Detachment, as defined in Section 3 and Section 4 of this Article.

The only expenditures that can be made are those that fall within the approved budget, or those authorized by the Commandant, Officer Board, or majority vote of the membership for unbudgeted or over budget expenses.

- B. Expenditures, regardless of budget or other authorization, are subject to funds availability within the Detachment's cash, checking, and/or other income accounts. No authorization is allowed to utilize funds from accounts for purposes other than those defined herein.
- C. Any member who proposes to perform a service for the Detachment must have prior approval of the Officer Board before any reimbursement of expenses will be made.

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- D. It is expected that members will be responsible for ancillary expenses associated with membership in the Detachment, such as phone calls, travel, conventions, and other related activities. If, however, there is need to reimburse a member for extreme expenses that may be incurred on behalf of the Detachment, such expenditures must be approved by the Officer Board prior to incurring such expense.

Section 6: **Accounts.** The Detachment shall establish a minimum of two (2) primary accounts (physically and/or by accounting method capability) for the conduct of business, and in meeting the purposes and objectives of the Detachment. These accounts will be segregated based on the source and use of funds.

It is imperative that the budgeting, accounting and use of funds leave no question as to the prudence, care and credibility of the Detachment and the Marine Corps League.

- A. **Operations (Checking) Account.** This account will be used for the day to day operations of the Detachment, including, but not limited to, expenditures for the administration of detachment business, supplies and equipment necessary to the function of the Detachment, repairs to same, and pre-approved (by the Commandant, Officer Board, detachment budget or detachment membership) expenditures for reimbursement to members. This account may be used for distribution of funds transferred from other accounts.

Accounting will include the various, necessary budgetary categories decided upon by the Budget Committee and Officer Board, and approved by the detachment membership.

- B. **Reserve (Savings) Account.** This account will be used as an interest bearing/income producing account to serve as a backup in times of need for the Operations Account. The source of funds for this account may be through donations, drawings, or fund raising events/activities not related to specific charitable programs. In addition, the Reserve Account may be used for Detachment related functions and programs that are of primary benefit and assistance to Marines, members, and their respective families.

Loans to individuals will not be made by the Detachment, but, in an emergency, funds not to exceed \$300 may be provided as a gift to those Marines and members in need upon a simple majority vote of the Officer Board. Gifts of 300.01 or more must be authorized by a simple majority vote of the general membership.

- C. **Other Accounts.** Other accounts may be established by the Officer Board and Staff as may be required for the conduct of detachment business. These accounts will be for a specific purpose, such as, but not limited to, an endowment investment fund, a building and maintenance fund, a fund to acquire specific equipment or furnishings, or a quartermaster inventory fund.

Section 7: **Signing Authority.** Each account opened for Detachment 014 shall require two (2) signatures on checks and financial documents. There shall be three (3) detachment officers authorized to sign checks and financial documents: the Commandant, Senior Vice Commandant and Paymaster. The Paymaster and one of the two other officers identified above must sign each check or financial document.

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- Section 8:** **Donation Policy.** Donors will be encouraged to donate to the Detachment “as a whole” rather than to a specific program. If a donor insists on making a specific donation, however, those funds will be earmarked as such under the appropriate account.
- Section 9:** **Detachment Indebtedness.** The Officer Board shall have sole responsibility for negotiating any indebtedness on behalf of the Detachment, only after such proposal for indebtedness has been approved by a majority vote of the members at a general meeting which shall occur following written notification (internet, newsletter or special letter) to every member in good standing.
- Section 10:** **Audits.** The Judge Advocate shall have the responsibility of reviewing accounts, books, and transactions of the Detachment at least once per fiscal year, and shall make a report of his/her findings to the Officer Board, and to the members of the Detachment. The Judge Advocate may designate another member(s) to assist in this audit function.

**ARTICLE IX
UNIFORMS**

- Section 1:** **Policy.** Detachment 014, Marine Corps League, often shows itself to the American public during community projects and events. Therefor, it is essential for detachment members to present themselves to the public in a manner and dress consistent with what the public has come to expect of U.S. Marines. It is understood that not all detachment members may have the financial freedom to buy uniforms. Ownership of any uniform is not required as a condition of membership in the Detachment. When uniforms are worn, the Detachment encourages all members to obtain and maintain in good repair, the approved uniforms of the Detachment and the Marine Corps League as expressed in the respective by-laws.

Federal law allows those who served honorably in a declared or undeclared war the wearing of the Marine Corps uniform on special occasions to include weddings, military funerals, memorial services, patriotic holidays, parades and events, and days of particular interest to Marines. In the event the Marine Corps uniform is an option for one of these occasions, members are advised that the uniform shall be worn properly and within regulation, which includes haircut, and matters of personal weight and appearance. The Marine Corps uniform should never be dishonored through improper or inappropriate wear.

- Section 2:** **Authorized Uniforms.** There are five (5) Marine Corps League uniforms that are prescribed in the National MCL By-Laws policy: Formal, Casual, Undress - Long Sleeve, Undress - Short Sleeve and Ceremonial Uniform.

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A. Formal Dress (Figure 1)

MCL red blazer w/MCL blazer crest; two (2) MCL buttons on the front and three (3) on each cuff
Miniature medals worn on the left lapel of the blazer horizontally equidistant between the left lapel notch apex and the top of the blazer's breast pocket. The top of the medal ribbon bar will be parallel to the top of the blazer's breast pocket. The inboard end of the medal bar will be one (1) inch out from the inside edge of the lapel. In those instances where the medal bar cannot be accommodated on the lapel, the medal bar may be extended beyond the edge of the lapel and parallel with the left breast pocket.

Miniature wings and badges may be worn centered and on top of the miniature ribbon bar separated by 1/8"

Lapel pins and/or large medals are not to be worn with this uniform except as provided for in the National By-Laws

Black trousers (plain front) or tux trousers

Gold cummerbund, black belt w/brass USMC buckle (optional) or black dress belt (optional)

White dress, pleated shirt (no ruffles) w/standard collar and no emblems or patches

Gold cuff links and studs (plain)

Black military bow tie

Black socks

Black, highly polished, plain toe dress shoes (preferably patent leather or Corfam)

Standard fore and aft MCL cover (may be omitted for indoor events)



Formal Dress
Figure 1



**MARINE CORPS LEAGUE
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B. Casual Dress (Figure 2)

MCL red blazer w/MCL blazer crest w/o miniature medals
Lapel pins (maximum of two) on the left lapel at the largest outward point (generally covering the existing button hole of the blazer)
Black trousers (plain front)
Black belt w/brass USMC buckle; the wearer's right side aligned with the trouser zipper line and shirt line (gig line)
White dress shirt w/plain collar (no button downs), no emblems, patches or shoulder lapels
Black four-in-hand tie w/USMC or MCL tie bar (worn between the second and third shirt buttons)
Black socks
Black, highly polished, plain toe shoes
Standard fore and aft MCL cover with gold USMC eagle, globe and anchor emblem



Casual Dress
Figure 2



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C. Undress - Long Sleeve (Figure 3)

Black trousers (plain front)

Black belt w/brass USMC buckle; the wearer's right side aligned with the trouser zipper line and shirt line (gig line)

White shirt, long sleeve w/button down pocket flaps, lapels and military creases (two in front and three in the back)

American flag patch on right shoulder 1-1/2" down from the shoulder seam of the sleeve

MCL patch on left shoulder 1-1/2" down from the shoulder seam of the sleeve

MCL sunburst insignias on each collar 1" from the leading edge of the collar and centered between the top and bottom of the collar; the wings of the eagle will be parallel to the leading edge of the collar with the anchors pointing inboard

Ribbons and badges (USMC or MCL, but not mixed together) will be affixed 1/8" above the left pocket and centered. There will also be a 1/8" space between the shooting badges and the bottom of the ribbons, and a 1/8" space between each row of ribbons. Order of precedence and any attachment devices will be as prescribed in U.S. military award publications. Separate information on this is available within the detachment or on the internet.

Black tie w/USMC or MCL tie bar

Black socks

Black, highly polished, plain toe shoes

Standard fore and aft MCL cover with gold USMC eagle, globe and anchor emblem



**Undress - Long Sleeve
Figure 3**

**MARINE CORPS LEAGUE
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D. Undress - Short Sleeve (Figure 4)

Black trousers (plain front)

Black belt w/brass USMC buckle; the wearer's right side aligned with the trouser zipper line and shirt line (gig line)

White shirt, short sleeve w/open collar, button down pocket flaps, lapels and military creases (two in front and three in the back)

American flag patch on right shoulder 1-1/2" down from the shoulder seam of the sleeve

MCL patch on left shoulder 1-1/2" down from the shoulder seam of the sleeve

MCL sunburst insignias on each collar one (1) inch from the leading edge of the collar and centered between the top and bottom of the collar; the wings of the eagle will be parallel to the leading edge of the collar; the anchors will point inboard

Ribbons and badges (USMC or MCL, but not mixed together) will be affixed 1/8" above the left pocket and centered. There will also be a 1/8" space between the shooting badges and the bottom of the ribbons, and a 1/8" space between each row of ribbons. Order of precedence and any attachment devices will be as prescribed in U.S. military award publications.

Separate information on this is available within the detachment or on the internet.

White crew neck t-shirt worn underneath the short sleeve shirt

Ribbons and shooting badges (USMC or MCL, but not mixed together)

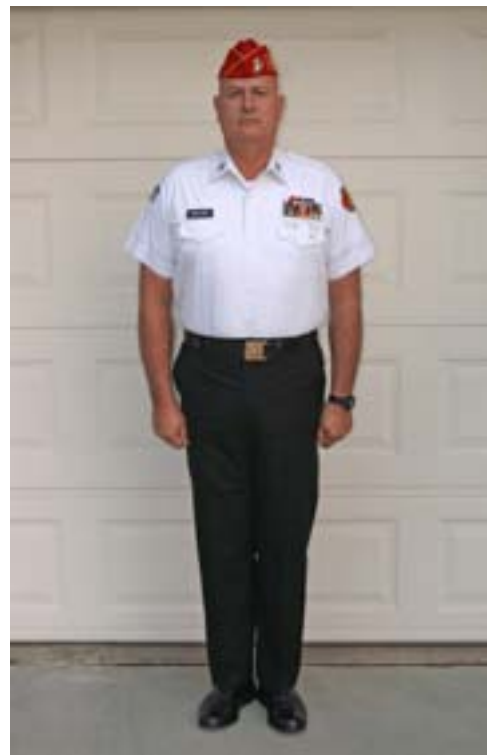
Black socks

Black, highly polished, plain toe shoes

Standard fore and aft MCL cover with gold USMC eagle, globe and anchor emblem



**Undress - Short Sleeve
Figure 4**



**MARINE CORPS LEAGUE
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E. Female Uniforms (Figure 5)

Generally, the ladies will wear the same uniforms as the gentlemen. The following exceptions are to be observed.

Black, plain, highly polished, closed toe shoes may include pumps, women's flats or oxfords or men's oxfords

When wearing a tie with the Undress - Long Sleeve uniform, or the white shirt with the Casual uniform, the tie may be black satin cross tie or a men's black tie w/USMC or MCL tie bar

Black hose may be worn in lieu of black socks with trousers

Earrings (optional) will be small, white pearl or pearl like, or gold, not to exceed 9mm. When worn, earrings will fit tight against the ear and will not extend below the earlobe

If a skirt is worn, it will be a black, long plain, "A" line cut, slit left side and no longer than mid-knee

Female members may wear the female version of the MCL fore and aft cap with gold USMC eagle, globe and anchor emblem



Female Uniforms
Figure 5

**MARINE CORPS LEAGUE
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F. Associate Member Uniforms (Figure 6)

Generally, associate members will wear the same uniforms as regular members. The following exceptions are to be observed.

The blazer crest may not be worn with the red blazer

The white, undress short and long sleeve shirts will have the MCL Associate patch on the left shoulder in lieu of the regular member MCL patch.

“MCL” pins will be placed on the collars of the white, undress short and long sleeve shirts in lieu of the sunburst emblems. The bottom edge of the pins will be one (1”) inch from and parallel to the leading edge of the collar, and centered between the top and bottom of the collar

The standard fore and aft cover will have a sunburst emblem pin where the gold USMC eagle, globe and anchor emblem would normally go.



Associate Member Uniforms
Figure 6

**MARINE CORPS LEAGUE
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- G. **Ceremonial Uniform** (Figure 7). This Detachment will usually wear either the Casual Dress or Undress (Short or Long Sleeve), as determined by the Detachment Commandant, for ceremonial occasions. Members participating in a color guard may substitute the black trousers with blue trousers having the non-commissioned officer (NCO) red stripe and the khaki web belt with brass buckle, but all members must wear the same trousers and uniform items for uniformity. Color guard participants may be either regular or associate members, but associate members may not wear the red stripe on the blue trousers. The Detachment Commandant, with the advice and consent of the Officer Board, in harmony with the Ceremonial Officer, will make the final determination for the wearing of this uniform.



Ceremonial Uniform
Figure 7

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Section 3: Detachment Specific Uniforms. The Detachment may design informal uniform(s) for details that may include, but is/are not limited to, detachment specific shirts and caps, and other items. Designs for such uniforms shall be proposed to or by the Officer Board, include costs, and shall be approved by a majority vote of the members at a regular meeting.

The following uniforms are not recognized by the MCL as authorized uniforms by the national uniform code, but are acceptable for detachment functions and duties when and where designated by the Detachment Commandant, with the advice and consent of the Officer Board.

A. Uniform "A" (Figure 8)

- Black trousers (plain or pleated front); black jeans are not authorized
- Black service belt w/brass USMC buckle centered on the trouser zipper line
- Red polo shirt (no pocket) w/MCL emblem embroidered on left breast
- Black socks
- Black, highly polished, plain toe shoes
- Red garrison cap or MCL baseball cap w/embroidered MCL emblem (Commandant's choice according to event requirement)



Uniform "A"
Figure 8

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B. Ushering Uniform (Figure 9)

Khaki trousers (plain front)

Black service belt w/brass USMC buckle centered on the trouser zipper line

White polo shirt (no pocket) w/MCL emblem embroidered on left breast

White socks

Tennis shoes, low top

Red MCL baseball cap w/embroidered MCL emblem



Ushering Uniform

Figure 9

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C. Ushering Uniform Modified (Figure 10)

Khaki shorts may be substituted for the khaki trousers (plain front)
Black service belt w/brass USMC buckle centered on the trouser zipper line
White polo shirt (no pocket) w/MCL emblem embroidered on left breast
White socks
Tennis shoes, low top
White pith helmet w/polished brass Marine Corps emblem may be substituted for
the red MCL baseball cap w/embroidered MCL emblem



**Ushering Uniform Modified
Khaki Shorts and Pith Helmet
Figure 10**

**MARINE CORPS LEAGUE
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Section 4. Miscellaneous

- A. While it looks better to have no pins attached to the ball cap, they are authorized. Examples of pins are, but not limited to: miniature rank insignias, mini-medals, division or unit crests, names of battles or countries served in, etc. They should be worn with good taste.
- B. When wearing Detachment Specific Uniforms, the wearing of a hat by female members (regular or associate) is optional.
- C. Name tags for men and women are optional and may be worn on the Undress - Long and Short Sleeve Uniforms and Ceremonial Uniform only. They should be worn 1/8" above the right shirt pocket and centered. Name tags are not authorized for the Formal Dress or Casual Uniforms. Detachment Specific Uniforms may include name tags, but should be worn on the right breast at the same height as the top of the embroidered detachment logo and centered between the center of the shirt front and right shoulder seam.
- D. Two types of jackets are authorized for wear with the Undress - Long and Short Sleeve Uniforms, and the Detachment Specific Uniforms described herein. Either the "letterman's" jacket of scarlet with gold trim on the banded neck, sleeves and waist, and a padded or felt lining, or a red windbreaker may be worn when the weather demands it. Both jackets will have the detachment logo emblem embroidered on the left breast.
- E. The Ushering Chairman will determine which uniform and warm weather clothing will be worn at ushering events in order that members present themselves in a uniform manner (Figure 11).



Jackets
Figure 11

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- F. In lieu of, or in addition to, the jackets described above, a scarlet sweatshirt with the MCL emblem embroidered on the left breast may be worn, weather permitting.



Sweatshirt
Figure 12

- G. In order to assist both new and old members in acquiring uniform articles and clothing, an inventory list has been compiled to facilitate the ordering of same (Enclosure [1]).
- H. Members desiring to purchase items of uniform articles and clothing locally or individually, a list of businesses and some purchasing tips have been prepared in order to simplify the process (Enclosure [2]).

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UNIFORM INVENTORY

Black trousers (no pleats)
Black shoes (lace up; highly polished or Corfam style)
Black socks
Black belt w/polished brass USMC buckle
Black tie for long sleeve shirts
Tie clasp (optional; USMC appropriate)
White shirt, short sleeve (airline pilot style shirt w/lapels; best not to have embroidered pin holes
on left breast for law enforcement badges; shoulder patches)
White shirt, long sleeve (same style as short sleeve)
White shirt, dress (for wearing with blazer; no lapels or shoulder patches)
Red fore and aft cap w/embroidered lettering identifying detachment and polished brass eagle,
globe and anchor emblem
Red ball cap w/embroidered detachment logo for detachment events
Red polo shirt w/embroidered detachment logo on left breast; no pocket
Red blazer w/embroidered, pin on MCL crest
Red "lettermen" style jacket
Red windbreaker jacket
Red sweatshirt
Name badge (white lettering on black background)
Tan trousers (no pleats; ushering only)
Tan shorts (no pleats; ushering only)
White polo shirt w/embroidered detachment logo on left breast; no pocket (ushering only)
White pith helmet w/polished brass eagle, globe and anchor emblem (optional; ushering only)

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LIST OF BUSINESSES CARRYING UNIFORM ITEMS

Black or Tan Trousers (no pleats)

- Best Uniforms, 5091 N. Fresno #112, Fresno (northwest corner of Shaw and Fresno near Ramada Inn)
- J.C. Penney's
- Land's End (800) 356-4444 to order or www.landsend.com
- Mervyn's
- Patrick James (Fig Garden Village at Palm & Shaw) - expensive, but good quality
- Presley Military Supply, 4157 E. Ashlan, Fresno
- The Marine Shop (877) 640-7195 or www.marineshop.com
- The Men's Wearhouse, 488 E. Shaw, Fresno (across from Fashion Fair Mall), average quality

Tan Shorts (no pleats)

- Eddie Bauer (800) 426-8020 to order or e-mail: www.eddiebauer.com
- Land's End (800) 356-4444 to order or e-mail: www.landsend.com

Red Blazer

- In Style Clothing For Men, 359 E. Shaw #101, Fresno (southwest corner of Shaw and Fresno), average quality
- MCL version is cheaper, but of poor quality
- The Marine Shop (877) 640-7195 or www.marineshop.com

Note: Regardless of where the blazer is purchased, the buttons must be replaced with MCL authorized buttons, if the blazer comes with other buttons

Black Belt

- Best Uniforms, 5091 N. Fresno #112, Fresno (northwest corner of Shaw and Fresno near Ramada Inn) - does not include the brass USMC buckle.
- MCL black belt is a little different than the Best Uniform version and cheaper.
- The Marine Shop (877) 640-7195 or www.marineshop.com

Black Tie

- Best Uniforms, 5091 N. Fresno #112, Fresno (northwest corner of Shaw and Fresno near Ramada Inn)
- Lemoore Naval Air Station, Uniform Shop (Hwy 198 5 miles west of Hwy 41)
- The Marine Shop (877) 640-7195 or www.marineshop.com

Ladies' Black Cross Tie

- Best Uniforms, 5091 N. Fresno #112, Fresno (northwest corner of Shaw and Fresno near Ramada Inn)
- The Marine Shop (877) 640-7195 or www.marineshop.com

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LIST OF BUSINESSES CARRYING UNIFORM ITEMS (continued)

White Shirts With Lapels

- Best Uniforms, 5091 N. Fresno #112, Fresno (northwest corner of Shaw and Fresno near Ramada Inn). Ask for the style of shirt Not having the two embroidered holes on the left breast for pinning badges
- The Marine Shop (877) 640-7195 or www.marineshop.com

White Dress Shirts to be Worn With Blazer

- All Seasons Uniforms, www.allseasonsuniforms.com, good quality and very cheap
- J.C. Penney's
- The Marine Shop (877) 640-7195 or www.marineshop.com

White Polo Shirt w/o Pocket

- Land's End (800) 356-4444 to order or www.landsend.com

Ribbons, Badges and Miniature Medals

- Lemoore Naval Air Station, Uniform Shop (Hwy 198 5 miles west of Hwy 41)
- Presley Military Supply, 4157 E. Ashlan, Fresno
- The Marine Shop (877) 640-7195 or www.marineshop.com

Black, Corfam/Patent Leather Style Military Shoes

- Lemoore Naval Air Station, Uniform Shop (Hwy 198 5 miles west of Hwy 41)
- Payless Shoe Stores
- The Marine Shop (877) 640-7195 or www.marineshop.com

Many items of clothing and accessories may be purchased through the Detachment Quartermaster.

If any clothing requires alterations, do not use the in-house tailors of the businesses above. Debbie's Custom Sewing, 30 W. Shaw Ave., Suite 106, Clovis (southwest corner of Shaw and Minnewawa) does good work.

Embroidery work is done by Brad and Karen Otto, 1022 E. McKinley (at Van Ness), Fresno, 441-8910. See the Quartermaster for assistance.