

CHAPTER CONSTITUTION

AND

BY-LAWS

Harmony Chapter #18

Department of Washington

Disabled American Veterans

Harmony Chapter 18 was chartered August 4, 1958, Organized by Lloyd E. (Connie) Ireland and Michael (Mickey) Warden. The State Convention assembled in Bellingham, Washington, 1958, approved the Charter and a new Chapter was born unto the Department of Washington with sixty-one charter members.

**CONSTITUTION AND BY-LAWS
OF THE DISABLE AMERICAN VETERANS
HARMONY CHAPTER 18, INC., TACOMA, WASHINGTON**

For God and Nation, and for our commonwealth, we former members of the Armed Forces of the United States, having aided in maintaining the honor, integrity, and supremacy of our country, holding in remembrance the sacrifices in common made and drawn together by strong bonds of respect and mutual suffering, solemnly and firmly associate ourselves together in creating the DISABLED AMERICAN VETERANS, the principles and purposes of which shall be supreme allegiance to the United States of America, fidelity to its constitution and laws; to hold aloft the torch of true patriotism; to strive for a better understanding between nations that peace and good will may prevail; to cherish and preserve the memories of our military association; and to aid and assist worthy war-time disabled veterans, their widows and orphans.

**ARTICLE I
NAME**

Section 1. The name of this organization shall be HARMONY CHAPTER 18 Incorporated, Department of Washington, Disabled American Veterans, as incorporated under the laws of the State of Washington.

**ARTICLE II
PURPOSE**

Section 1. To uphold the Constitution and laws of the United States of America; to realize the true American ideals and aims for which those eligible to membership fought; to advance the interests and work for the

betterment of all wounded, gassed, injured and other disabled veterans; to cooperate with the United States Veterans Administration and all other public and private agencies devoted to the cause of improving and advancing the condition, health and interests of wounded, gassed, injured or other disabled veterans; to stimulate a feeling of mutual devotion, helpfulness and comradeship among all wounded, gassed, injured or other disabled veterans; and to encourage in all people the spirit of understanding which will guard against future wars.

ARTICLE III POWERS

Section 1. To have perpetual succession, with power to be sued in courts of law and equity, to receive, hold, own, use and dispose of such real estate and personal property as shall be necessary for its corporate seal and after the same at pleasure; to adopt a constitution, by-laws and regulations to carry on its purposes, not inconsistent with the laws of the State of Washington; to use, in carrying out the purposes of the corporation, to establish and maintain offices for the conduct of its business.

ARTICLE IV NONPARTISONSHP

Section 1. This organization shall be non-political and non-sectarian and the name of this organization or name of any unit thereof shall not be used in representing the desires or wishes of its membership in any political, sectarian or labor dispute, except as hereinafter provided. Provided, however, that the foregoing shall not prevent this organization or any unit thereof from participating in political issues which have a direct bearing upon the welfare of America's disabling veterans.

ARTICLE V MEMBERSHIP

Section 1. Membership eligibility to this chapter shall be governed by the national constitution and by-laws pertaining to eligibility.

ARTICLE VI MEETINGS

Section 1. This chapter shall meet the second Thursday of each month, unless otherwise voted by the majority of members present at a regular meeting of the chapter.

Section 2. Special meetings shall be called when the Adjutant receives a written request signed by at least five members of the chapter in good standing, or when voted for by a majority of members present at any regular meeting of the chapter. Special meetings shall be limited to that subject matter which was stated in the original request.

Section 3. Seven members in good standing shall constitute a quorum for all meetings of the chapter, provided that at least two of the regularly elected officers of the chapter be among those seven and also providing that only such funds as are necessary for the transaction of ordinary business and as provided for in the budget can be expended.

ARTICLE VII ELECTED OFFICERS

Section 1. The officers of this chapter shall be: Commander, Senior Vice Commander, Junior Vice Commander, Chaplain, Judge Advocate, State Executive Committeeman, and three Trustees.

Section 2. All officers of this chapter shall hold office for one year except the trustees. The trustees shall be elected to serve as follows: one trustee shall be elected to serve a one-year term, one trustee shall be elected to serve a two-year term, and one trustee shall be elected to serve a three-year term, and each year one trustee shall be elected to a three-year term, thereby filling the vacancy created by the expiring term.

Section 3. Any office declared vacant in accordance with the provisions of this Constitution and By-Laws shall be filled by an election to be held at the next regular meeting of the chapter following the meeting at which said office was declared vacant; however, in the event the position of Commander

or Senior Vice Commander is vacated, the next in line of command shall assume the higher office.

Section 4. The elected officers, appointed officers and Past Commanders shall be the executive committee with the Junior Past Commander being the Chairman.

ARTICLE VIII NOMINATIONS AND ELECTIONS

Section 1. The first nominations and second nominations and elections of officers shall take place at the regular chapter meetings at least thirty (30) days prior to the Department of Washington convention each year. Installation of officers shall be held at any date after election or appointment of such officers, but not later than the first regular meeting of the chapter after the state convention.

Section 2. The Commander shall appoint a committee of three members to serve as an election committee, and it shall be their duties to receive, count and submit the results of each secret ballot to the commander and the chapter members present at the election of officers. All elections shall be by secret written ballot where more than one candidate to an office has been nominated; a majority vote of the members present and voting is required to elect any candidate to an elective office in this chapter. Where there are more than two candidates for the same office and no one candidate received a majority of the votes cast, the one receiving the lowest number of votes on each ballot shall be dropped and ballots will be cast for the remaining candidates until an election is accomplished.

Section 3. Any person holding membership in this organization, whose current per capita tax has been duly sent to the State and National Departments shall be eligible for an elective or appointive office in this organization, except as otherwise provided.

Section 4. Any member holding an office in this chapter and failing to attend three (3) consecutive regular meetings of this chapter without giving a reasonable excuse, shall automatically forfeit his right to said office and the

same shall forthwith be declared vacant, it being the duty of the Commander to declare such vacancy, and the chapter shall thereupon immediately proceed to fill such vacancy in the manner provided in Section 2 of this article and in accordance with Section 3 of Article VII.

ARTICLE IX FINANCE

Section 1. The revenues of the chapter shall be derived from per capita contributions and such other sources as may be approved by the Executive Committee and thereafter adopted by a majority vote of members present and voting at a regular meeting of the chapter.

Section 2. The dues of this chapter shall be in accord with the mandate of the National Constitution and By-Laws.

Section 3. Under no circumstances, or at any time, shall the membership as a whole or in part, or any officers, or any standing or appointive committee or board or corporation, mortgage, or use as security in any way whatsoever, the property, or any part of the property of the chapter for debt of any nature. This section shall be construed as a determination to keep the chapter property.

ARTICLE X AMENDMENTS

Section 1. The Constitution and By-Laws of this chapter may be amended by a two-thirds vote at a regular meeting, provided such amendments have been proposed in writing, signed by two members in good standing, and read at the meeting preceding the meeting at which the amendment is to be voted on.

Section 2. This Constitution shall be automatically amended to conform to any amendment of the State of National Organization.

BY-LAWS

ARTICLE I APPOINTED OFFICERS

Section 1. The Commander will appoint the following officers: Adjutant, Assistant Adjutant, Treasurer, Assistant Treasurer, Historian, Sergeant-at-Arms, Officer of the Day, Service Officer, Relief Officer, Hospital Chairman and Employment Chairman each year, and installation of officers shall be held at any date after election of such officers but not later than the first regular meeting of the chapter after the State Convention. [Assistant Adjutant and Assistant Treasurer approved March 15, 1990]

ARTICLE II DUTIES OF OFFICERS

Section 1. The duties of the officers of the chapter shall be as outlined in the State and National Constitution, By-Laws and Ritual, except as otherwise outlined by this article.

Section 2. The Commander shall be the presiding officer of this chapter.

Section 3. The Senior Vice Commander shall take the place of the commander in his absence; shall be the membership chairman; and it shall be his duty to encourage friendship among the members and to promote harmony.

Section 4. The Junior Vice Commander shall prepare himself to assume a higher chair in the absence of the Commander or Senior Vice Commander. It shall be his duty to help all comrades who may call upon him for assistance and to see that every comrade has the opportunity to state his views on any subject under discussion by the chapter.

Section 5. The Adjutant shall keep a true and complete record of all the proceedings of the chapter. He shall receive all communications, conduct all correspondence, and have charge of the seal and all records of this chapter. He shall notify all applicants of their acceptance or rejection for membership.

He shall sign and seal all papers and cards requiring his official signature, and shall perform such other duties as are further provided for in the constitution or as assigned by the Commander.

Section 6. The Treasurer shall receive and give his receipt for all monies for the chapter and shall act as the Finance Officer. He shall prepare and submit to the chapter a written report of all receipts and disbursements at each chapter meeting and shall render an itemized statement to the Executive Committee upon request. He shall sign all checks or documents requiring his official signature. All checks drawn upon the funds of this chapter must be signed by the treasurer and be countersigned by the Commander.

Section 7. The Adjutant shall verify that all members have been notified of any special meeting of this chapter. Notification may be given through the chapter bulletin, by postcard or letter, or telephone.

Section 8. The Adjutant shall render the annual report to the State and National Adjutant-Treasurer as provided in the State and National By-Laws.

Section 9. The Assistant Adjutant and Assistant Treasurer shall assist the Adjutant and Treasurer in carrying out their duties and shall take the place of the Adjutant and Treasurer in their absence. [This section was added as an amendment on March 15, 1990]

ARTICLE III

BONDS

Section 1. National Headquarters provides a fidelity bond with a maximum liability of \$10,000.00 covering the Commander, Senior Vice Commander, Junior Vice Commander, Adjutant and Treasurer.

ARTICLE IV DUTIES OF EXECUTIVE COMMITTEE

Section 1. Legislative, administrative and executive matters not otherwise specifically covered by the provisions of the Constitution and By-Laws and regulations of this chapter shall be considered by the executive committee. A recommendation shall be given to the members present at a regular meeting of the chapter on such matters as may be brought before the committee, and the members present at the regular meeting of the chapter may adopt or reject the recommendation of the Executive Committee.

Section 2. The Junior Past Commander shall be the chairman of the Executive Committee.

Section 3. The Adjutant shall be the secretary of the Executive Committee and shall submit a written report of all meetings to the chapter, and he shall place before the Executive Committee all matters referred to it for action and recommendations.

Section 4. The Executive Committee shall meet at the call of the Commander or the Chairman; however, meetings may be held from time to time upon the written request of the majority of the executive committee members. All members of the executive committee shall be notified by the Adjutant or the Commander when meetings are to be held.

ARTICLE V COMMITTEES

Section 1. The standing committees of this chapter shall be: Relief Committee, Rehabilitation Committee, Finance Committee, Auditing Committee, Publicity Committee and Awards Committee. The visiting Committee and the Membership Committee shall consist of all members of this chapter. In addition to the above-named committees, the Commander shall appoint such committees as may be necessary to carry on the business, or manage any special functions of this chapter that may arise.

ARTICLE VI

DUTIES OF COMMITTEES

Section 1. The chairman of the Relief Committee shall be appointed by the Commander, and may succeed himself by reappointment by Commanders from year to year. The Relief Officer shall investigate requests for relief and take thereon consistent with his authorization by the chapter.

Section 2. The Rehabilitation Committee shall be responsible for hospital and rehabilitation work: the chairman shall be the Chaplain.

Section 3. The Finance Committee shall be the Treasurer and the three Trustees. The Finance Committee Chairman shall be the Treasurer.

Section 4. The Auditing Committee shall consist of the Trustees, and three other members of the Chapter. It shall be the duty of the Auditing Committee to audit the books of the Chapter, audit and special fund raising activities of the Chapter, make a report to the Chapter of its findings, and make any recommendations to the Executive Committee for consideration of that committee where changes should be considered. Commander is ex-officio member.

Section 5. The Entertainment Committee Chairman shall be appointed by the Commander and shall be responsible for obtaining publicity on Chapter, State and National happenings beneficial to the Disabled Veterans.

Section 6. The Membership Committee shall consist of the Senior Vice Commander as Chairman and all other members of this chapter.

Section 7. All resolutions shall be submitted to the Adjutant in three (3) copies.

Section 8. The Commander shall appoint a resolution Committee consisting of three members to consider, write, rewrite or study resolutions that may be brought before the Chapter. This committee shall report to the Executive Committee or the Chapter, and shall make recommendations to the Chapter on any resolution it may be called upon to consider.

Section 9. Awards Committee shall be made up by the Chapter Adjutant and two Past Commanders appointed by the Commander. The Committee shall present the decision of award to the chapter for final approval.

ARTICLE VII FINANCE

Section 1. The Executive Committee shall recommend to the Chapter, for Chapter approval, the bank, banks or depositories in which the funds of this Chapter shall be deposited.

Section 2. All funds in the name of the organization by any officer, committee or a member thereof shall be turned over to the treasurer and by him deposited in such depositories as have been designated, where such funds shall be and remain the property of the organization until such time as they are properly expended in accordance with Chapter regulations and mandates.

Section 3. Any checks, or check, or other orders drawn on the funds of this Chapter must be signed by the Treasurer and countersigned by the Chapter Commander and approved by the members present and voting at regular meetings.

Section 4. The Commander shall request the Executive Committee to draft a budget annually. The budget, when completed, shall be submitted to the Chapter for adoption or rejection. The Budget Committee shall consist of the Executive Committee and appointed officers.

Section 5. All properties of the chapter shall be inventoried by the in-coming Commander and the Commander leaving office. The Adjutant will maintain a list of chapter property and show the location of the property.

ARTICLE VIII RIGHTS OF MEMBERSHIP

Section 1. Every member of this Chapter in good standing shall be entitled to all rights, benefits and privileges of the Chapter.

Section 2. Any visiting members who have presented proof and evidence of membership in the Disabled American Veterans shall be admitted to all meetings of this chapter, but shall not be permitted privileges other than those usually extended guest members.

Section 3. Any member in arrears shall be required to reinstate by the payment of an amount sufficient to cover the annual dues as set by National, State and Chapter mandates.

ARTICLE IX CHARGES AND TRIALS

Section 1. Charges and trials shall be conducted as governed by the provisions contained in the National Constitution and By-Laws.

Section 2. The dues of this chapter shall be \$20.00 annually.

ARTICLE X CONDUCT OF MEETINGS

Sections 1. The meetings of this chapter shall be conducted according to *Robert Rules of Order, Revised*, unless otherwise stipulated in the National, State or Chapter Constitution and By-Laws.

ARTICLE XI AMENDMENTS

Section 1. The By-Laws of this Chapter may be amended by a two-thirds majority vote of the members present and voting at a regular meeting of the Chapter where a legal quorum is present and further provided such amendments have been proposed in writing, signed by two members in good

standing, and read at the regular meeting preceding the meeting the amendment is voted upon.

Section 2. These By-Laws shall automatically be amended to conform to any amendment of the National or State Constitution and By-Laws.

ARTICLE XII GENDER

Section 1. The masculine, whenever used in the Chapter Constitution and By-Laws shall include the feminine gender.

I certify that the within Constitution and/or By-Laws does not conflict with those of the National Organization and to that extent is approved as amended June 1977.

s/Boniface Maile
National Judge Advocate

Approved by Chapter 20 November 1986

Certified:

s/Bob Slattery

ADJUTANT

s/Robert H. Speer

COMMANDER

I CERTIFY that the within constitution and/or by-laws does not conflict with those of the National Organization, and to that extent is approved.

Date: 6/11/87 s/BonifaceMaile
DAV National Judge Advocate

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