

# **BY - LAWS FOR THE DEPARTMENT OF MISSOURI**

**Veterans of Foreign Wars of the United States**

Revised June 2011

## **ARTICLE I NAMES AND JURISDICTION**

Section 1. The subdivision of the Veterans of Foreign Wars of the United States shall be known as the Department of Missouri, Veterans of Foreign Wars of the United States.

Section 2. The jurisdiction of this Department shall conform with territorial limits of the State of Missouri.

Section 3. The Headquarters of the Department of Missouri, Veterans of Foreign Wars, shall be situated in Jefferson City, Missouri.

## **ARTICLE II OBJECTS**

Section 1. The objects of this Department are fraternal, patriotic, historical and educational; to preserve and strengthen comradeship among its members; to assist worthy comrades; to perpetuate the memory and history of our dead, and to assist their widows and orphans; to maintain true allegiance to the Government of the United States of America, and fidelity to its Constitution and laws; to foster true patriotism; to maintain and extend to institutions of American freedom; and to preserve and defend the United States from all her enemies, whomsoever.

## **ARTICLE III AUTHORITY**

Section 1. The supreme power of this Department shall be vested in the National Convention of the Veterans of Foreign Wars of the United States; and the Department shall at all times be governed by the Congressional Charter and By-Laws adopted by said National Convention, mandates of the National Council of Administration, and orders of the Commander in Chief.

Section 2. The Department shall be governed by a Department Convention, subordinate to the National Convention and lawful orders of the Department Council of Administration and/or the Department Commander.

## **ARTICLE IV DEPARTMENT CONVENTION**

Section 1. The Department Convention shall be composed by those specified in Article V, Section 503 of the National By-Laws.

Section 2. The delegate strength of each Post to the Department Convention shall be one (1) delegate for each thirty (30) members or a fraction thereof in good standing in the Post on May 1 of current membership year.

Section 3. The stated meeting of the Department Convention shall be held annually as described in Section 506 of the National By Laws. No earlier than ninety (90) days prior to the convening of the National Convention and shall be concluded no less than thirty (30) days prior to the convening of the National Convention, at such time and place determined previously by a Department Convention.

Section 4. No proposed site for a Department Convention shall be considered by any Department

Convention unless the facilities of the proposed site have first been thoroughly investigated with said investigation to be in compliance with instructions issued by the Department Commander. Deadline for the submission of bids for a Department Convention shall be March 15th prior to the Convention at which said bid is to be considered. In the event no bid is submitted by March 15th, the deadline on which the first bid for the designated Convention is received will govern. In the case more than one bid is received on the same day, all bids received that day shall be considered.

## **ARTICLE V OFFICERS**

Section 1. The elective and appointive officers of the Department shall be those prescribed by the National By Laws and as the Department By Laws may hereafter provide.

Section 2. The duties and term of officers of the Department shall be those prescribed by the National By-Laws and as the Department Convention may direct.

Section 3. In addition to the duties of the Department Officers prescribed in the National By-Laws, the following officers are charged with the following specified duties and responsibilities:

A. The Department Commander shall be required to obtain an Audit Report from an independent firm of Certified Public Accountants of the Department Quartermaster's record covering receipts and disbursements of Department Funds for the previous fiscal year or for the period since the last audit by Certified Public Accountants. A copy of this report shall be submitted to the Department Council of Administration following the completion of the annual audit.

B. The Department Quartermaster shall be responsible for all financial matters, property and equipment for the Department of Missouri.

C. The Department Adjutant shall be responsible for administrative matters and for all communications between National Headquarters, District, Councils, Posts, Officers and members within the Department to include communications with other Departments and Veterans Organizations.

## **ARTICLE VI DEPARTMENT DISTRICTS**

Section 1. The Department of Missouri in accordance with the provisions of the National By-Laws, shall be divided into thirteen (13) Districts. Charters shall be issued by the Commander-in-Chief to such Districts as the Department Convention determines to establish. The Charter shall be signed by the Commander-in-Chief and countersigned by the Adjutant General. No District shall be recognized or function as such, unless acting under a legal and unforfeited Charter.

FIRST DISTRICT: The counties of Caldwell, Carroll, Chariton, Daviess, Grundy, Harrison, Linn, Livingston, Mercer, Putman, Ray and Sullivan.

SECOND DISTRICT: The Counties of Boone, Camden, Cole, Cooper, Dent, Maries, Miller, Moniteau, Morgan, Osage, Phelps, Pulaski, Howard and Randolph.

THIRD DISTRICT: The Counties of Andrew, Atchison, Buchanan, Clay, Clinton, DeKalb, Gentry, Holt, Nodaway, Platte and Worth.

FIFTH DISTRICT: The County of Jackson (including Kansas City), as those limits existed January 1, 2004.

SIXTH DISTRICT: The Counties of Bates, Benton, Cass, Henry, Johnson, Lafayette, Pettis, St. Clair and Saline.

SEVENTH DISTRICT: The Counties of Barry, Barton, Cedar, Dade, Jasper, Lawrence, McDonald, Newton and Vernon.

EIGHTH DISTRICT: The Counties of Crawford, Iron, Jefferson, Madison, Perry, Reynolds, Ste. Genevieve, St. Francois and Washington.

NINTH DISTRICT: The Counties of Audrian, Callaway, Franklin, Gasconade, Lincoln, Montgomery, St. Charles and Warren.

TWELFTH DISTRICT: The County of St. Louis including that part of the State of Missouri within the limits of the City of St. Louis as those limits existed June 23, 1974.

FOURTEENTH DISTRICT: The Counties of Christian, Dallas, Green, Hickory, Polk, Stone, Taney and Webster.

FIFTEENTH DISTRICT: The Counties of Bollinger, Butler, Cape Girardeau, Dunklin, Mississippi, New Madrid, Pemiscot, Ripley, Scott, Stoddard and Wayne.

SEVENTEENTH DISTRICT: The Counties of Adair, Clark, Knox, Lewis, Macon, Marion, Monroe, Pike, Rails, Schuyler, Scotland and Shelby.

EIGHTEENTH DISTRICT: The Counties of Carter, Douglas, Howell, Laclede, Oregon, Ozark, Shannon, Texas, Wright and the City of Bunker.

SECTION 2. The Districts shall function as provided in the National Congressional Charter and By-Laws and Manual of Procedure, except:

A. At least four (4) District Meetings shall be held each fiscal year by Districts for the purpose of promoting schools of instruction for Post Officers and for the discussion of problems affecting the welfare of the Veterans of Foreign Wars within the District.

B. District boundaries shall be determined by majority vote of the member delegates of the Department of Missouri, at its annual convention. District boundaries shall be determined by transportation arteries or other topographical features, and may be changed from time to time based on geographical and demographic locations of Posts and their membership within the Department of Missouri, Veterans of Foreign Wars.

## **ARTICLE VII DEPARTMENT COUNCIL OF ADMINISTRATION**

Section 1. The Department Council of Administration shall consist of the Department Commander, Senior Vice-Commander, Junior Vice-Commander, Adjutant, Quartermaster, Judge Advocate, Chief of Staff, Inspector, Surgeon, Chaplain, thirteen (13) District Commanders and the retiring Department Commander.

Section 2. The Department Council of Administration shall meet in regular session not less than two (2) times each year in addition to a meeting to be held before the Department Convention and at such other times as directed by the Department Commander or by the Council. The time and place of meetings shall be at the direction of the Department Commander, unless otherwise specified by the Council.

## **ARTICLE VIII DEPARTMENT CONVENTION REPORTS AND RESOLUTIONS**

Section 1. At each Annual Convention and Council of Administration meetings, all Department

Officers and all Committee Chairmen shall submit their written reports.

Section 2. If any Officer or Committee Chairman submits a report containing any specific recommendation, a resolution covering such specific recommendation shall be submitted therewith.

Section 3. All resolutions except as provided in Section 4 hereof shall be prepared in quadruplicate and shall be in the hands of the Department Adjutant thirty (30) days prior to the convening of the Department Convention. All such resolutions shall be referred by the Department Commander to the appropriate committee for study and recommendations to the Convention body.

Section 4. Resolution of appreciation, sympathy and condolence may be presented at any time during the Department Convention.

Section 5. All resolutions, other than resolutions of appreciation, sympathy and condolence, presented after the convening of the Department Convention must have the unanimous approval of the Department Convention in regular session before any such resolution may be considered by the appropriate committee.

## **ARTICLE IX DEPARTMENT TAX AND FINANCE**

SECTION 1. The Department Per Capita Tax (Department Dues) shall be Ten Dollars (\$10.00) per annum on each and every member in good standing except Life Members. Membership funds received by the Department shall be allocated to categories within the Department budget as approved by the Department Council of Administration.

Section 2. Not later than fifteen (15) days before the convening of the Department Convention, a delegate registration fee of six dollars (\$6.00) shall be paid by each Post to the Department in accordance with the National By-Laws, for each and every delegate to which the Post shall be entitled.

Section 4. Any monies or other things of value (in excess of the actual expenses incurred by the Department) realized from the Department Convention, shall revert to the Department's General Fund.

Section 5. All Department officials handling monies of the Veterans of Foreign Wars of the United States shall be bonded with a good and solvent indemnity company, as surety, in a sum at least equal to the average amount of funds and/or the value of property for which, so far as can be anticipated, he may be accountable during the year. In case of delinquencies due Department Headquarters, action shall be taken at once by the proper officials to bring about a speedy and complete settlement. The bond (or bonds) of all Department Officers shall be approved by the Department Judge Advocate and the Department Council of Administration.

Section 6. The Financial Report, complete in every detail, shall be prepared by the Department Quartermaster as of the last day of the month following each annual Department Convention and shall be certified by an outside firm of Certified Public Accountants.

Section 7. All profits from the sale of Poppies shall be credited to the Department Veterans Service Fund.

## **ARTICLE X PUBLICATION AND OFFICIAL NOTICES**

Section 1. The VFW Missourian is declared to be the official publication of the Department of Missouri, Veterans of Foreign Wars of the United States.

Section 2. General Orders of the Department Commander and official notice of the Department printed in the VFW Missourian shall be full and lawful notice to all officers and members of the Department for all purposes.

**ARTICLE XI AMENDMENTS**

Section 1. These By-Laws may be amended or altered only by the Department Convention and then only by a vote in favor thereof by two-thirds (2/3) of the votes cast at a stated meeting thereof; provided however, that such amendment have been forwarded, through channels, have been approved and have been proposed by a Post, District or Department or have been recommended by a National Officer and written notice thereof, together with a copy of the proposed amendment, has been given each Post, District Commanders, and Department Officers by the Department Adjutant at least fifteen (15) days before the assembling of the Department Convention. No amendment shall be effective until same has been reviewed by the Commander-in-Chief.

Section 2. All By-Laws heretofore enacted and not embodied in these By-Laws are hereby repealed.

Section 3. Wherever these By-Laws or subsequent amendments may be found to be in conflict with the present or any future National By-Laws the later shall prevail and be binding upon this Department as though written herein.

**ARTICLE XII  
POST CONSOLIDATIONS**

Section 1. Two or more Posts in the Department of Missouri, Veterans of Foreign Wars may consolidate as provided for in Section 209 of the National By Laws and Manual of Procedure.

**ARTICLE XIII  
MEN'S AUXILIARY**

Section 1. A post in the Department may form a Men's Auxiliary in accordance with Article XIII of the National By-Laws, Manual of Procedure and rules established by the Department.

Approved: \_\_\_\_\_  
State Commander

Attested to: \_\_\_\_\_  
Adjutant