



AMERICAN LEGION AUXILIARY
Department of Ohio



2011-12 Annual Unit Report – CONSTITUTION & BYLAWS

*Send completed report to Department Constitution & Bylaws Chairman Susan Masten,
419 Young Drive, Fairborn, Ohio 45324-5749 by the May 1, 2012 deadline*

District # _____ Unit # _____ Unit Name _____ Membership Goal _____

Unit Chairman _____ Telephone (_____) _____ - _____

Address _____ City _____ St _____ Zip Code _____

I. CONSTITUTION, BYLAWS AND STANDING RULES

A. Does your Unit have the following documents? Date of last approval by Department?

Constitution - Yes ___ No ___ Date of approval - ____/____/____

Bylaws - Yes ___ No ___ Date of approval - ____/____/____

B. Does your Unit have Standing Rules? Yes ___ No ___

II. DOCUMENT AVAILABILITY

A. Does your Unit President have the Constitution & Bylaws and Standing Rules at your Unit Meetings? Yes ___ No ___

B. Does each of your active Unit Members have a copy of the Constitution & Bylaws and Standing Rules? Yes ___ No ___

C. Does your Unit review the Constitution & Bylaws and Standing Rules each year?
Yes ___ No ___

D. Does your Unit encourage members to read and be familiar with the Unit Constitution & Bylaws and Standing Rules? Yes ___ No ___

III. COMMITTEE

A. Does your Unit encourage members to submit additions, changes or deletions to the Unit Constitution & Bylaws and Standing Rules? Yes ___ No ___