

**BYLAWS
of the**

_____ Unit No. _____,
**American Legion Auxiliary
Department of Ohio, Inc.**

**ARTICLE I
Meetings**

Section 1. The regular meetings of this Unit shall be held at _____ (place)
on _____ (date). **(Mandatory, exact wording must be used)**

Section 2. The Annual Meeting of the Unit shall be in May for the purpose of electing officers
and receiving annual reports. **(Mandatory)**

Section 3. Special meetings of this Unit may be called by the President; by majority of the
Executive Committee; or upon written request of _____ members of the Unit.
(Mandatory)

Section 4. _____ members, one of whom is able to preside, shall constitute a quorum at any
meeting of the Unit. **(Mandatory)**

**ARTICLE II
Executive Committee**

Section 1. The Executive Committee shall be comprised of the President, First Vice-President,
Second Vice-President, Secretary, Treasurer, and at least three (3) other members to serve on this
committee. This Committee shall act in emergencies between meetings of the Unit and may offer
recommendations to be acted upon at the Unit meetings. **All proceedings of said committee shall
be presented to the unit at the next regular meeting for approval. (Mandatory)**

Section 2. A vacancy existing in the Executive Committee from any cause other than the expiration
of a term shall be filled by a majority vote of the entire committee. A person so elected shall hold
office for the unexpired term of the member she succeeds. **(Mandatory)**

Section 3. The President may call a meeting of the Executive Committee as needed or on written
request of at least three (3) of its members. Uniform notice of special meetings shall be given to
all members of the Executive Committee. **(Mandatory)**

Section 4. A majority of the members of the Executive Committee shall constitute its quorum.