

BY-LAWS
O. K. INGRAM SHIP VFW #1774
VETERANS OF FOREIGN WARS OF THE UNITED STATES

ARTICLE I
NAME AND LOCATION

- Sec. 1. This Ship shall be known as OSMOND K. INGRAM SHIP No. 1774, Veterans of Foreign Wars of the United States.
- Sec. 2. This Ship shall be located in the community designated in its Charter.

ARTICLE II
SUBORDINATION

- Sec. 1. The supreme power of this association is vested in the National Convention and this Ship shall be at all times governed by the Congressional Charter and By-Laws of the Veterans of Foreign Wars of the United States, the By-Laws of the Department of California, orders issued by authority of the National Convention, National Council of Administration, the Commander-in-Chief, the Department Convention, Department Council of Administration and the Commander of the Department of California. For the purposes of this Article and Section, Resolutions adopted by the National Convention are held to be lawful orders.

ARTICLE III
MEETINGS

- Sec. 1. The regular meeting place of this Ship, and the time of the meeting, shall be as announced on official documentation as provided to the Veterans of Foreign Wars District 1 and Department of California, and the Ship Election Report provided to National Hq.
- Sec. 2. The time of a regularly scheduled meetings shall be changed if the meeting conflicts with a holiday; the membership shall be so notified per the VFW National By-Laws and Manual of Procedure.

ARTICLE IV
MEMBERSHIP

- Sec. 1. The yearly dues of this Ship shall be payable in accordance with the VFW National By-Laws, in the amount determined by the membership, and announced on Official documentation to the Veterans of Foreign Wars District 1 and Department of California, and the Ship Election Report provided to National Hq.
- Sec. 2. The dues of this Ship shall never be less than the amount required to cover VFW Department and National dues.

ARTICLE V
OFFICERS

- Sec. 1. Eligibility to, nomination, election or appointment, installation and term of office for elected and appointed officers shall be in accordance with the provisions of the VFW National By-Laws.
- Sec. 2. The elected Officer Titles shall be the Ships:
- | | |
|-------------------|----------------|
| CAPTAIN | JUDGE ADVOCATE |
| EXECUTIVE OFFICER | CHAPLAIN |
| NAVIGATOR | SURGEON |
| PAYMASTER | TRUSTEE (3) |
- Sec. 3. Appointed officers shall be as directed by VFW National By-Laws and as the Captain may deem necessary, or as the voting membership shall direct, for the successful functioning of the Ship.
- Sec. 4. The titles of the appointed officers and the duties of all officers shall be those as prescribed by VFW National and Department By-Laws, as these By-Laws may provide, and lawful orders as the Ship may direct.

ARTICLE VI
COMMITTEES AND DUTIES

- Sec. 1. Committees, unless otherwise provided, shall be appointed by the Captain as promptly as possible after election to office, and as such shall serve at his will and pleasure. The Paymaster, by virtue of his office, shall be treasurer of all Committees handling funds and as such, shall provide views concerning the same.
- Sec. 2. The Standing Committees of this Ship shall be:
- MEMBERSHIP
BUDDY POPPY
YOUTH DEVELOPMENT
CITIZENSHIP/COMMUNITY SERVICE
HOUSE
- Sec. 3. Other Committees shall be as established as the Captain may deem necessary, or as the voting membership shall direct, for the successful functioning of the Ship. The duties of the Committees shall be as reflected or stipulated in the VFW National By-Laws and Manual of Procedure, and as these By-Laws may so direct.
- Sec. 4. (a) The House Committee shall manage all matters related to the Ship's real estate (leased or owned), food and canteen operations and shall meet on a monthly basis.

- (b) The Committee shall consist of three members with voting authority, one of each whom shall be appointed annually for a three-year term, plus the Paymaster and a representative from the VFW Ship 1774 Ladies Auxiliary who will also have voting authority. The Captain, by virtue of his office, shall officiate the meeting and vote only when necessary for the purpose of breaking a tie in Committee voting. Any individual having an interest in the decisions of the Committee may attend the meetings and provide input, but cannot vote.
- (c) The Committee shall be responsible for the security, maintenance, and cleanliness of the facility, equipment, and property therein, to include recurring maintenance contracts and such other matters that may arise.
- (d) Committee decisions, unless declared an emergency by the Captain, will be presented to the Ship's membership for vote at a regularly scheduled or special meeting prior to implementation with any and all documentation as required by the situation.
- (e) Policies and Procedures for the House Committee, separate from these By-Laws and which will be approved by the majority of members attending a regular or special meeting called for this specific purpose, shall be maintained current.

ARTICLE VII CONTROL OF SUBSIDIARY UNITS

- Sec. 1. Any activity, unit or clubrooms sponsored, conducted or operated by the Ship, incorporated separately from the Ship or unincorporated, shall be at all times under the direct control of the Ship.
- Sec. 2. All funds derived from, property and assets of every kind as well as all records in connection therewith used, held and owned by any of the above activities, is the property of the Ship and must be placed in the care and custody of the Paymaster.
- Sec. 3. For purposes of this Article, the Ladies and Men's Auxiliary to the Veterans of Foreign Wars, and the Military Order of the Cootie and its Ladies Auxiliary, are governed by Articles XI, XII and XIII respectively of the VFW National By-Laws and Manual of Procedure of the Veterans of Foreign Wars and their respective By-Laws, Rules and Regulations.

ARTICLE VIII EXPENDITURE AND RECEIPT OF FUNDS

- Sec. 1. Expenditure of funds shall be made only after prior authorization by the Ship, as these By-Laws may provide, and on proper vouchers for which the Captain has final approval authority and who is ultimately responsible. All checks for the expenditure of Ship funds shall be numbered in sequence, the number of each check to correspond with the voucher authorizing the same. Receipts, numbered in sequence, will be prepared and recorded so as to track funds received

(allowable exceptions are automated receipts and payments, and credit card transactions which are not so numbered but which are reflected in monthly banking and credit card statements). All disbursements of Ship funds shall bear the signature of the Paymaster or the Captain using acceptable banking practices.

- Sec. 2. The Paymaster and Captain shall be the only authorized users of the Ship debit/credit card which is to be for electronic membership and supply ordering transactions with VFW National Hq only.
- Sec. 3. The adoption of this Article shall constitute authorization of the Ship for the payment of bills, when and as due, for building rent and/or leases, contracts, utilities, canteen and kitchen orders and supplies, taxes and fees, security, building maintenance and repairs, office and janitorial supplies, communications, emergency repairs, miscellaneous routine bills associated with the approved operations of the Ship, membership and supply order transactions with VFW National Hq, and proper and normal assessments by the Veterans of Foreign Wars District 1 and Department of California, and National Hq.
- Sec. 4. No other payments or expenditures shall be made unless specifically authorized by the membership or via an approved yearly budget.

ARTICLE IX COMPENSATION

- Sec. 1. No compensation shall be paid to any officer or member of this Ship for services rendered, except as hereafter may be provided.
- Sec. 2. For services rendered "above and beyond" (as determined and approved by the membership), the Ship may, by majority vote, pay the annual or Life Member dues of the member; if already a Life Member, may pay for a Legacy Life Membership.

ARTICLE X FUND RAISING PROMOTIONS/SOLICITATIONS

- Sec. 1. This Ship shall not solicit funds or donations or otherwise engage in fund raising activities or projects unless specifically approved by the membership; Buddy Poppy distributions being the exception as these do not require Ship approval. The Ship shall not solicit funds or donations or otherwise engage in fund-raising activities or projects outside the immediate geographical area or community of the Ship unless properly coordinated.
- Sec. 2. This Ship shall not enter into any agreement with a promoter for the purpose of raising funds.
- Sec. 3. Unless specifically approved by a majority vote of the Ship in a regular or special meeting called for this specific purpose, no solicitations or ticket sales shall be permitted in the Ship's quarters or at socials or meetings.

ARTICLE XI
SPEECHES

- Sec. 1. No member will be permitted to speak on any one subject (pro or Con) more than twice; and the first time no longer than five (5) minutes, and the second time no longer than three (3) minutes, with the exception of a committee report, recommendations for improvement of operations, and visiting guests who have a message to impart.

ARTICLE XII
MISCELLANEOUS

- Sec. 1. Every member of this Ship shall keep the Ship advised of his current address by promptly reporting any change of same; the Paymaster or Captain shall provide the change of address to VFW National if not already done so by the member.
- Sec. 2. In all Ship procedure not provided for by the Congressional Charter and By-Laws or these By-Laws, Demeter's Manual shall be the Authority, and it shall be the duty of the Judge Advocate, in an advisory way, when called upon to do so by the Captain, to advise the Captain on the proper rule or rules.
- Sec. 3. One copy of these By-Laws shall be issued to each elected and appointed officer of this Ship, and upon request by any member of Ship 1774.

ARTICLE XIII
AMENDMENTS

- Sec. 1. These By-Laws shall become effective after adoption by this Ship and after review by the Commander of the Department and Commander-in-Chief of the Veterans of Foreign Wars of the United States.
- Sec. 2. Unless otherwise provided for in these By-Laws, these By-Laws may be amended by the Ship by a two-thirds vote of the members present at a stated meeting provided each member had been notified at least twenty (20) days in advance, or submitted in writing at the previous regular meeting, and upon request provided a copy of the proposed amendments. All amendments shall be forwarded through channels and reviewed by the Department Commander and the Commander-in-Chief before becoming effective.
- Sec. 3. Wherever these By-Laws or subsequent amendments may be found to be in conflict with the present or any future VFW National By-Laws and By-Laws of the Department, the latter shall prevail and be binding upon this Ship as though written herein.

These By-Laws were adopted, subject to the review of the Commander-in-Chief and the Commander of the Department of California, Veterans of Foreign Wars of the United States on this 10th Day of August 2010, at a regular meeting of the OSMOND K. INGRAM SHIP NO. 1774, Veterans of Foreign Wars of the United States in the City of La Mesa and the County of San Diego, State of California.

By _____
Adjutant

By _____
Ship Captain