

**DISTRICT RULES**

AMERICAN LEGION AUXILIARY

Department of New York, Inc.

1580 Columbia Turnpike, Building 1, Suite 3

Castleton-on-Hudson, NY 12033

1. This District shall be known as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_District of the American Legion Auxiliary, Department of New York, comprising the Counties of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Its officers shall be a President and a Vice President who will be elected, and a Secretary who shall be appointed by the President. The Vice President shall serve as a District Membership Chairman. Additional officers or committees may be elected or appointed at the discretion of the District.
3. The President and Vice President shall be elected in a District Caucus at Department Convention on the day designated by the Department President.
4. Any member in good standing in her/his Unit may sit in the District Caucus and may be nominated and elected to office, but only duly elected delegates may vote.
5. No longer shall a majority of delegates give a County its full voting strength. ONLY DELEGATES PRESENT IN THE CAUCUS MAY VOTE.
6. The newly elected District President shall automatically become a member of the Department Executive Committee at the close of the Convention.
7. In case of a vacancy in the office of District President, a caucus of those elected as delegates to the previous Department Convention shall be called within thirty (30) days of such vacancy for the purpose of electing a District President.
8. In case of the disability of the District President, the District Vice President shall take her/his place only until such disability ceases.
9. In case of the disability of the District President, the District Vice President shall take the place of the District President only until such disability ceases.
10. In case of the disability of the District Vice President, the District President shall assume the responsibilities of the District Vice-President only until such disability ceases.
11. The District President shall be the Liaison Officer between the District and the Department. As such, the District President shall
12. transmit to the Counties in the District all programs as ordered by the Department President;
13. be responsible to the Department for the success of those programs in the District;
14. instruct all Counties and Units who need help in the understanding of their work;
15. attend all meetings called by the Department President;
16. be a delegate-at-large to the National and Department Conventions, with vote; and
17. have her/his expenses paid by the Department from the District Presidents’ fund.
18. The District Vice-President shall act for the District President in her/his absence and perform such other duties as District President may prescribe.
19. The District Secretary shall record all minutes, attend to all correspondence, and assist the District President in any other way the District President may direct. The District Secretary's expenses to the District Conference(s) shall be paid by the District President.
20. There shall be at least one District Conference during the year, which the District President shall call, and over which shall preside.
21. The District President shall instruct the counties within the District that the County President and each Unit President, or their duly elected alternates, must attend these Conferences.
22. A representation of a majority of the Counties shall constitute a quorum
23. All members in attendance who are representing a County or a Unit and have their current dues paid may vote.
24. The District President, Department Officers, Past Department Presidents and Past District Presidents who are members of a Unit within the District shall be delegates-at-large to the District Conferences, voting with the Units (Department Officers are the President, the three Vice Presidents and the Secretary).
25. District Conferences shall be self-supporting. At no time is the Department responsible for any District expense pertaining to the Conference. At the conclusion of the administrative year, a financial report shall be given by the President to the District. Cost of transportation and housing of visiting Department Officers is provided by the Department.

District Rules as amended and adopted at Department Convention in session assembled July 17, 18, 19, 2014, at Albany, New York; updated to conform to the Department Constitution & Bylaws as effective September 1, 2019.