

# The American Legion Auxiliary

## 2022 Convention Rules

1. All meetings of the Convention shall be called to order at the designated time or as soon thereafter as a quorum is present.
2. The Chair may deviate from the printed program when necessary or to expedite.
3. The Credentials Committee shall report at such times as directed by the Chair. All matters pertaining to the seating of delegates and alternates shall be referred to the Credentials Committee which has authority to make final decisions.
4. Members in attendance shall remain seated during the business of the Convention unless participating in discussion. No one shall be permitted to enter or leave the hall during reports or when a speaker has the floor.
5. When a delegate desires to make a motion or address the Convention, the delegate shall rise, address the Chair, giving their name and Unit, and wait to be recognized by the Chair. The floor microphone must be used.
6. All Delegates desiring privileges shall wear the delegate badge where it can be readily seen. Only accredited delegate or alternates shall have the privilege of the Convention floor.
7. Debate on any questions shall be limited to two minutes for each speaker. No person shall speak on the same question more than twice without the consent of the Convention body.
8. No delegates shall be entitled to vote both as a Unit delegate and delegate-at-large. The final decision is the authority of the Credentials Committee.
9. Each delegate shall be entitled to one vote. In election by ballot, the vote of any delegate absent and not represented by an alternate shall be cast by the majority vote of the delegates present from her unit.
10. Voting shall be by voice except when a roll call be demanded or as otherwise provided.
11. When the poll of any District is demanded by a delegate, the Department Secretary-Treasurer shall poll this District by delegates without debate or discussion.
12. On roll calls, the Chairman or acting chairman of each District shall poll her delegates present and shall announce the vote.
13. Nomination of candidates for Department President, First Vice President, Second Vice President, Chaplain and Historian shall be on Friday. Nominations shall be from the floor on the call of roll of Districts numerically arranged. One speech not in excess of two minutes may be made for a candidate.
14. All candidates for Department offices must be present at the Convention and presented to the body, except in the case of personal emergency.
15. Election of Department Officers shall be held on Saturday.
16. When there is but one candidate for an office, the roll call may be dispensed with, and the nominee elected by voice.
17. When there is more than one candidate for an office, the election shall be by secret ballot. In the event there are more than two candidates for any office and a majority is not reached on the first ballot, only the two candidates receiving the greater number of votes shall be considered on the second ballot.
18. The Elections Chairman, tellers and inspectors appointed by the President shall be charged with the distribution and collection of ballot envelopes.
19. Envelopes with ballots enclosed shall be provided for each District. The number of votes to be cast by each District shall be written on the upper right hand corner of each envelope. The number of votes will be certified by the Credentials Committee Chairman. The Department Secretary-Treasurer will call the roll and ballot envelopes will be distributed to the chairman of each delegation. When all ballot envelopes have been distributed, a ten-minute recess will be called for the purpose of voting. Each delegation chairman shall distribute and collect the ballots, assisted by her delegation secretary. The vote of each delegate-at-large present shall be cast with her District. When the ten-minute recess for voting has elapsed, the Department President shall declare the election closed. The Department Secretary-Treasurer will call the roll and the chairman of the delegation will return the ballot envelope to the Tellers. When the votes have been tabulated by the election officials, three certification sheets shall be taken to the Department President by the Election Chairman. Each certification sheet shall be

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- signed by the Election Chairman. A majority of valid ballots shall elect. The Department President shall announce as elected the candidate who received a majority of votes.
20. The Credential Desk officially closes at 8:30 a.m. on Saturday.
  21. The Convention delegates shall stand only for the Department President, Department Commander, Detachment Commander, all National Officers, and the Girls State Governor. NO OTHERS.
  22. There shall be no public presentation of gifts to individuals except by prearrangement with the Department President.
  23. Reports of Committees may be accepted by general consent of the delegates. If there is an objection, a vote shall be taken.
  24. Any resolution or recommendation involving the expenditure or appropriation of monies shall be referred to the Department pre-convention Finance Committee before being considered. The Department pre-convention Finance Committee shall act upon the resolution or recommendation and mark its action on the resolution. The Finance Chairman will attest by signature. It shall then be returned to the Committee of origin for its consideration. This does not preclude consideration of any new business which may be brought up on the Convention floor.
  25. Resolutions regarding action by The American Legion may be called for as directed by the Department President. Resolutions or recommendations in conflict with the policy of The American Legion shall not be considered.
  26. All resolutions shall be presented by the Resolutions Committee and shall be voted upon individually as presented, with the exception of courtesy resolutions.
  27. Resolutions in writing signed by two duly qualified delegates may be presented from the floor when there is nothing before the Convention, and shall at once be referred without discussion to the Resolutions Committee.
  28. Resolutions acted upon by any Committee shall be presented in writing by that Committee Secretary to the Resolution Committee within one hour after adjournment of that Committee.
  29. Resolutions referred to each Committee by the Resolutions Committee shall be returned to the Resolutions Committee immediately after the Committee has acted upon them. They shall be marked with the action taken.
  29. The Resolutions Committee shall give the proponent of a resolution the opportunity to explain said resolution. The Resolutions Committee shall report to the Convention all resolutions properly presented to them and accepted by a majority vote of the committee to which they were referred.
  30. Any committee may amend resolutions before favorably reporting same. All resolutions rejected by a committee shall be marked "Rejected" signed by the chairman and returned to the Resolutions Committee.
  31. A resolution presented properly and rejected by a committee may be brought before the Convention by a majority vote of the Convention body. Also, any resolution adopted by a pre-convention committee and rejected by the Resolutions Committee shall be brought to the attention of the Convention for information and explanation.
  32. Each chairman shall report all recommendations made to her committee indicating those which passed and also indicating those which were rejected. She shall present those accepted by her committee for action by the Convention delegates, upon the conclusion of her report. All recommendations rejected by the Committee shall be so reported.
  33. All recommendations approved at a meeting of the Department Executive Committee shall go directly to the pre-convention meeting of the appropriate committee for action.
  34. Candidates for Department offices shall be allowed to hand out favors to those attending the Department Convention.
  35. These rules may be amended during the Convention session by a majority vote of delegates or alternates present and voting.