

ALA – Department of Kansas  
 June 2024  
 Summary of Proposed Amendments to:  
 Constitution, Bylaws and Standing Rules

**Note:** CA=Consequential Amendment. An Amendment to be presented in support of aligning with a proposed amendment. If proposed amendment passes, consequential amendments follow suit to align.

Page Number Packet	C&B Page Number	Reference Number	Item Location	What is It? What's Going On	Required Vote to Pass	Notes
1	3	Proposal #1	Constitution, Article V, Section 1	Removes NEC and Alternate NEC from this Article; Defines terms of officers	2/3	
2	3	Proposal #2	Constitution, Article V, Section 2 (new)	Adds NEC and Alternate NEC to new article with new term	2/3	
3	5	Consequential Amendment #2-1	Bylaws, Article I, Section 1	Strike the word "annually" allowing for a term that is different than annually for a position	2/3	If Proposal #2 passes, this is required to align
4	5	Consequential Amendment #2-2	Bylaws, Article I, Election of Officers, Section 1, new subsection a and b	Add in new subsection a that states the NEC and Alt NEC shall be elected bi-annually and new subsection b that clarifies no member may serve as NEC or Alt NEC for more than two consecutive two-year terms	2/3	If Proposal #2 passes, this is required to align
5	3	Proposal #3	Constitution, Article VI, Department Executive Committee, Section 1	Revises language aligned to Past Department Presidents serving on the Department Executive Committee shall have voice only, no vote	2/3	
6	3	Proposal #4	Constitution, Article VI, Department Executive Committee, Section 3 (NEW)	Clarifies that no member of the DEC may serve as an employee in the ALA Department of Kansas	2/3	
6	6	Proposal #5	Bylaws, Article II, Duties of Officers, Section 3, Secretary/Treasurer, new subsection i	Revises duties of Department Secretary/Treasurer	2/3	
7	6	Proposal #6	Bylaws, Article II, Duties of Officers, Section 3, Secretary/Treasurer, new subsection j	Adds duty that the Corporate Secty/Treasurer is responsible for managing, distributing and archiving all DEC compliance paperwork	2/3	
8	6	Proposal #7	Bylaws, Article II, Duties of Officers, Section 6, NEC	Moves item from incorrect place in Standing Rules to the Bylaws	2/3	Housekeeping
9	7	Proposal #8	Bylaws Article III, Section 4 Quorum	Revises the structure of the quorum for the DEC	2/3	
10	7	Proposal #9	Bylaws, Article III, Department Executive Committee, Section 5 REMOVAL, New Paragraph	Clarifies that an member who has been removed from the DEC may not vote on the DEC regardless of their current role as a member serving the organization	2/3	

11	8	Proposal #10	Bylaws, Article IV, Appointments of Committees, Section 2	Delete Policy Committee	2/3	
12	22	Consequential Proposal #10-1	Standing Rule VII Duties of Chairmen and Committees, #20	Delete Policy Committee	Majority	If Proposal #10 does not pass, this is not voted on
13	21	Consequential Proposal #10-2	Standing Rules VII, Duties of Chairmen and Committees, #11	If Policy Committee is deleted, this amendment revises rules of C&B Committee	Majority	If Proposal #10 does not pass, this is not voted on
14	8	Proposal #11	Bylaws, Article IV, Section 2, subsection c	Orders the committees alphabetically and adds Leadership to this section to serve more than 3 years on a committee	2/3	
15	8	Proposal #12	Bylaws, Article IV, Section 3, Duties of Committees	Adds language to direct to where duties reside	2/3	
15	11	Proposal #13	Bylaws, Article VI, Section 17, Unit Organization	Clarifies the requirements for unit officers from 3 to 2	2/3	
16	11	Proposal #14	Bylaws, Article VII, Office Director	Clarifies that the duties of the Office Director reside in the Standing Rules and Employee Handbook	2/3	
17	New (p. 11)	Proposal #15	Bylaws, Article VIII, Finance Director (NEW)	Authorizes that the Department of Kansas will have an Finance Director and clarifies where duties reside.	2/3	
18	New (p. 13)	Proposal #16	Bylaws, Article IX, New Section 6	Identifies that National Convention District Delegates are from that District	2/3	

04/7/24\_v1

**Proposal #1 Amend Constitution**

**Amendment to: Constitution, Article V, Section 1 – Define Term of Elected Officers**

Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
<p>The Department Convention shall elect annually a President, Vice President, Secretary/Treasurer, Chaplain, Historian, National Executive Committee person, Alternate National Executive Committee persona and a District President and Vice President from each District.</p>	<p><b>Amend to Delete:</b> NEC and Alternate NEC from this Clause   <b>Insert:</b> text to define term for elected officers outlined                       Section 1. The Department Convention shall elect annually a President, Vice President, Secretary/Treasurer, Chaplain, Historian, National Executive Committee person, Alternate National Executive Committee persona and a District President and Vice President from each District <i>who shall each serve a one-year term.</i></p>	<p>Section 1. The Department Convention shall elect annually a President, Vice President, Secretary/Treasurer, Chaplain, Historian, and a District President and Vice President from each District who shall each serve a one-year term.</p>	<p>Removes the NEC and Alternate NEC from this clause. If passed, the Election Definition for the NEC and Alternate NEC will be handled in a new Section.                       Defines that the named elected officers will each serve a one-year term.</p>

**Proposed by:** Constitution & Bylaws Committee  
**Consequential amendments:** None

**Proposal #2 Amend Bylaws, Article V, Section 2**

**Amendment to: Constitution, Article V, Section 2 (new) [following sections to be renumbered]**

Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
	<p><b><u>Amend to Add New Section 2:</u></b></p> <p><i>Section 2: The Department Convention shall elect biannually (every two years) a National Executive Committee person and Alternate National Executive Committee person who shall each serve a two-year term.</i></p> <p><i>A member may not serve as National Executive Committee person or Alternate National Executive Committee person for more than two consecutive two-year terms.</i></p>	<p>Section 2: The Department Convention shall elect biannually (every two years) a National Executive Committee person and Alternate National Executive Committee person who shall each serve a two-year term.</p> <p>A member may not serve as National Executive Committee person or Alternate National Executive Committee person for more than two consecutive two-year terms.</p>	<p>Serving as a board member on the National Executive Committee is an important job and requires knowledge and experience. This amendment would allow the NEC to learn the job and be active on a National level with greater impact for the Department of Kansas. It has been determined that consistency is necessary for effective leadership on the national board.</p> <p>This amendment clarifies that no person in either role may serve more than two consecutive two-year terms.</p>

**Proposed by:** Constitution & Bylaws Committee

**Consequential amendments:** Yes: See Consequential Amendment #2-1 and #2-2 to align Bylaws to this amendment

Consequential Amendment #2-1 Amend Bylaws, Article I, Section 1			
Amendment to: Constitution, Article 1, Section 1			
Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
<p>Section 1. The officers of the American Legion Auxiliary, Department of Kansas shall be elected annually <del>on the last day of the</del> Department Convention. Nomination shall be made from the floor and the vote shall be taken by written ballot. A majority vote of the delegates present shall be necessary for election. If there is but one nominee, election may be by acclimation.</p>	<p><u>Amend to Strike:</u> annually</p> <p>Section 1. The officers of the American Legion Auxiliary, Department of Kansas shall be elected <del>annually on the last day of the</del> Department Convention. Nomination shall be made from the floor and the vote shall be taken by written ballot. A majority vote of the delegates present shall be necessary for election. If there is but one nominee, election may be by acclimation.</p>	<p>Section 1. The officers of the American Legion Auxiliary, Department of Kansas shall be elected on the last day of the Department Convention. Nomination shall be made from the floor and the vote shall be taken by written ballot. A majority vote of the delegates present shall be necessary for election. If there is but one nominee, election may be by acclimation.</p>	<p>This proposal outlines that not all ALA Department of Kansas officers may not all be elected annually. Removing this word leaves open the opportunity for officers to be elected for different terms.</p>

Proposed by: Constitution & Bylaws Committee  
 Consequential amendments: None

*Remove on the last day -*

*ll*

**Consequential Amendment #2-2 Amend Bylaws: Article I, Election of Officers**

**Amendment to: Bylaws, Article I, Section 1: Change term of elected NEC and Alternate NEC to two years (new subsections a and b)**

Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
<p>Section 1. The officers of the American Legion Auxiliary, Department of Kansas shall be elected annually on the last day of the Department Convention. Nomination shall be made from the floor and the vote shall be taken by written ballot. A majority vote of the delegates present shall be necessary for election. If there is but one nominee, election may be by acclimation.</p>	<p><b><u>Amend to Add new Subsection a:</u></b>  <i>a. The National Executive Committee Person (NEC) and Alternate National Executive Committee Person shall be elected biannually (every two years) to a two-year term.</i></p> <p><b><u>Amend to Add new subsection b:</u></b>  <i>A member may not serve as National Executive Committee person or Alternate National Executive Committee person for more than two consecutive two-year terms.</i></p>	<p>Section 1. The officers of the American Legion Auxiliary, Department of Kansas shall be elected annually <del>on the last day of</del> the Department Convention. Nomination shall be made from the floor and the vote shall be taken by written ballot. A majority vote of the delegates present shall be necessary for election. If there is but one nominee, election may be by acclimation.</p> <p>a. The National Executive Committee Person (NEC) and Alternate National Executive Committee Person shall be elected biannually (every two years) to a two-year term.</p> <p>b. A member may not serve as National Executive Committee person or Alternate National Executive Committee person for more than two consecutive two-year terms.</p>	<p>This is a consequential amendment. If Proposal #2 passes, this should amend to follow suit and align.</p> <p>Serving as a board member on the National Executive Committee is an important job and requires knowledge and experience. This amendment would all the NEC to learn the job and be active on a National level with greater impact for the Department of Kansas. It has been determined that consistency is necessary for effective leadership on the national board.</p>

**Proposed by:** Constitution & Bylaws Committee

**Consequential amendments:** None

**Proposal #3 Amend Constitution**

**Amendment to: Constitution, Article VI Department Executive Committee, Section 1**

Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
<p>Section 1. The Administrative and Executive powers shall be vested in the Department Executive Committee, which shall be composed of the Department President, Department Vice President, Department Secretary/Treasurer, Department Chaplain, Department Historian, the President from each District, (or in the absence of a District President, the District Vice President shall act in behalf of the District President) the National Executive Committee person (in the absence of the National Executive Committee person, the Alternate National Executive Committee person shall act in behalf of the National Executive Committee person), and all Past Department Presidents, who are members of the Kansas Department and are in good standing in their local units.</p>	<p><b>Amend to delete</b> "and all Past Department Presidents, who are members of the Kansas Department and are in good standing in their local Units."   <b>Amend to insert as a new sub-paragraph:</b> All Past Department Presidents in good standing in their Units shall be members for life of the Department Executive Committee, with all rights except the right to vote.                       Section 1. The Administrative and Executive powers shall be vested in the Department Executive Committee, which shall be composed of the Department President, Department Vice President, Department Secretary/Treasurer, Department Chaplain, Department Historian, the President from each District, (or in the absence of a District President, the District Vice President shall act in behalf of the District President) the National Executive Committee person (in the absence of the National Executive Committee person, the Alternate Executive Committee person shall act in behalf of the National Executive Committee person), and all Past Department Presidents, who are members of the Kansas Department and are in good standing in their local units.</p>	<p>Section 1. The Administrative and Executive powers shall be vested in the Department Executive Committee, which shall be composed of the Department President, Department Vice President, Department Secretary/Treasurer, Department Chaplain, Department Historian, the President from each District, (or in the absence of a District President, the District Vice President shall act in behalf of the District President) the National Executive Committee person (in the absence of the National Executive Committee person, the Alternate National Executive Committee person shall act in behalf of the National Executive Committee person).                       All Past Department Presidents in good standing in their Units, who are member of the Department of Kansas and who served as President in the Department of Kansas, shall be members for life of the Department Executive Committee, with all rights (right to attend Department Executive Committee Meetings and those held in Executive Session) except the right to vote.</p>	<p>This amendment preserves the voice, knowledge, and experience of Kansas' Past Department Presidents as Department Executive Board members but aligns the voting authority to be retained exclusively within the core of elected officers.                       As evidenced by the ALA National Organization's position regarding Past National Presidents serving on the National Executive Committee with voice no vote, this amendment aligns Kansas with that model to assure business and organizational excellence for ALA Kansas members and its governing board.</p>

**Proposed by:** Constitution & Bylaws Committee  
**Consequential amendments:** None

**Proposal #4 Amend Constitution**  
**Amendment to: Constitution, Article VI Department Executive Committee, Section 3 (NEW)**

Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
	<p><u>Add new section:</u></p> <p><i>Section 3. Members of the Department Executive Committee may not serve the Department of Kansas as a hired employee.</i></p>	<p>Section 3. Members of the Department Executive Committee may not serve the Department of Kansas as a hired employee.</p>	<p>This amendment clarifies the important separation of management and governance for our organization. If passed, this amendment clarifies that no member of the Department Executive Committee may also serve in the position of a hired employee for the ALA Department of Kansas.</p>

**Proposed by:** Constitution & Bylaws Committee  
**Consequential amendments:** None

**Proposal #5 Amend Bylaws: Revise Officer Duties of the Secretary/Treasurer**

<b>Amendment to: Bylaws, Article II, Duties of Officers, Section 3 (new subsection i) – following to be renumbered</b>			
Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
	<p><u>Amend to Insert new Subsection i:</u></p> <p><i>i. Assure all Department files to include but not limited to, written, recorded, electronic, or audio are delivered and archived at the ALA Department of Kansas office no later than 30 days following event or meeting.</i></p>	<p>i. Assure all Department files to include but not limited to, written, recorded, electronic, or audio are delivered and archived at the ALA Department of Kansas office no later than 30 days following event or meeting.</p>	<p>Officers and committee members are sometimes working remotely and using personal devices to record and/or archive meeting activities and documentation. This amendment clarifies that all files related to meeting/event activities where documentation is required are the property of the ALA Department of Kansas and are to be retained at the Department Office within 30 days of the meeting or event.</p>

**Proposed by:** Constitution & Bylaws Committee  
**Consequential amendments:** None



**Proposal #6 Amend Bylaws: Revise Officer Duties of the Secretary/Treasurer**

**Amendment to: Bylaws, Article II, Duties of Officers, Section 3 (new subsection j) – following to be renumbered**

Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
	<p><b><u>Amend to Insert new Subsection i:</u></b> <i>j. Oversee and manage all required Department Executive Committee board members compliance paperwork including, but not limited to, distribution and retention of the Confidentiality Agreement.</i></p>	<p><i>j. Oversee and manage all required Department Executive Committee board members compliance paperwork including, but not limited to, distribution and retention of the Confidentiality Agreement.</i></p>	<p>The Corporate Secretary should be responsible for distributing, assuring signage and archive of all required board member paperwork. This duty gives the Secretary/Treasurer that authority.</p>

**Proposed by:** Constitution & Bylaws Committee

**Consequential amendments:** None

**Proposal #7 Amend Bylaws: Article II, Revise Officer Duties of the NEC**

**Amendment to: Bylaws, SR VI, National Convention, Section 7f MOVE TO Bylaws Article II, Duties of Officers, Section 6, new subsection a**

Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
<p>f. The National Executive Committee person shall report at Fall Conference all information received at the National Executive Committee meeting that would be necessary for the operation of our Department. The National Executive Committee person will share all information with the Alternate National Executive Committee person.</p>	<p><b><u>Amend to Insert new Subsection a:</u></b>  <i>a. The National Executive Committee person shall report at Fall Conference all information received at the National Executive Committee meeting that would be necessary for the operation of our Department. The National Executive Committee person will share all information with the Alternate National Executive Committee person.</i></p>	<p>6. It shall be the duty of the National Executive Committee Person to attend all National Executive Committee meetings and serve as the voting member from Kansas. This member also serves as the official host to visiting national guests. The National Executive Committee person will report to the membership at Fall Conference, Department Convention and other events as requested by the Department Executive Committee or the Department President.</p>	<p>This is a housekeeping change and MOVES language from National Convention, Finance to the duties of officers in the Bylaws. This action previously positioned within Standing Rules finance section is actually a “duty” of the NEC member and should be positioned within the duties of NEC as defined in the Bylaws.</p>
		<p>a. The National Executive Committee person shall report at Fall Conference all information received at the National Executive Committee meeting that would be necessary for the operation of our Department. The National Executive Committee person will share all information with the Alternate National Executive Committee person.</p>	

**Proposed by:** Constitution & Bylaws Committee  
**Consequential amendments:** None

**Proposal #8 Amend Bylaws**

**Amendment to: Bylaws: Article III Department Executive Committee, Section 4 Quorum**

Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
<p>Section 4. Quorum: A quorum shall consist of fourteen (14) members of the Department Executive Committee, of whom eleven (11) must be elected officers.</p>	<p><b>Amend to Delete:</b> strike: fourteen (14) members of the Department Executive Committee, of whom eleven (11) must be elected officers.</p> <p><b>Amend to Insert:</b> 2/3 of voting members of the Department Executive Committee.</p> <p><b>Section 4 Quorum:</b> A quorum shall consist of fourteen (14) members of the Department Executive Committee, of whom eleven (11) must be elected officers 2/3 of voting members of the Department Executive Committee. No person will be entitled to more than one (1) vote.</p>	<p><b>Section 4 Quorum:</b> A quorum shall consist of 2/3 of voting members of the Department Executive Committee. No person will be entitled to more than one (1) vote.</p>	<p>Clarifies the percentage required for a quorum. This amendment changes the quorum from a specific number to a percentage. This change eliminates the consistent requirements for amendments when districts and/or participants of the board change.</p> <p>It also clarifies that the quorum is based on those members who have the right to vote and no person will be entitled to more than one vote regardless of how many positions a person holds.</p>

**Proposed by:** Constitution & Bylaws Committee

**Consequential amendments:** None

**Proposal #9 Amend Bylaws**

**Amendment to: Bylaws: Article III Department Executive Committee, Section 5: Removal (New Added Paragraph)**

Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
<p><b>Section 5.</b></p> <p><b>Removal:</b></p> <p>After adjudication of formal charges, any suspended member of the Department Executive Committee may be permanently removed from the Department Executive Committee following written notice by certified mail and a three-fourths (3/4) affirmative vote of all members of the Department Executive Committee present at any regular meeting or special meeting called expressly for that purpose. At this meeting, the suspended member shall have the right to speak or otherwise present reasoning for reinstatement to the Department Executive Committee.</p> <p>a) The member subject to the suspension or removal action shall not be entitled to vote on such action or be counted as a member of the Department Executive Committee when calculating the required three-fourths (3/4) vote.</p>	<p><b>Amend to Insert new Paragraph:</b> Any member who has been removed from the Department Executive Committee shall not have a vote on the Department Executive Committee.</p> <p><b>Section 5.</b></p> <p><b>Removal:</b></p> <p>After adjudication of formal charges, any suspended member of the Department Executive Committee may be permanently removed from the Department Executive Committee following written notice by certified mail and a three-fourths (3/4) affirmative vote of all members of the Department Executive Committee present at any regular meeting or special meeting called expressly for that purpose. At this meeting, the suspended member shall have the right to speak or otherwise present reasoning for reinstatement to the Department Executive Committee.</p> <p>a) The member subject to the suspension or removal action shall not be entitled to vote on such action or be counted as a member of the Department Executive Committee when calculating the required three-fourths (3/4) vote.</p> <p><i>Any member who has been removed from the Department Executive Committee shall not have a vote on the Department Executive Committee.</i></p>	<p><b>Section 5.</b></p> <p><b>Removal:</b></p> <p>After adjudication of formal charges, any suspended member of the Department Executive Committee may be permanently removed from the Department Executive Committee following written notice by certified mail and a three-fourths (3/4) affirmative vote of all members of the Department Executive Committee present at any regular meeting or special meeting called expressly for that purpose. At this meeting, the suspended member shall have the right to speak or otherwise present reasoning for reinstatement to the Department Executive Committee.</p> <p>a) The member subject to the suspension or removal action shall not be entitled to vote on such action or be counted as a member of the Department Executive Committee when calculating the required three-fourths (3/4) vote.</p> <p>Any member who has been removed from the Department Executive Committee shall not have a vote on the Department Executive Committee.</p>	<p>This amendment clarifies that any member who has been duly removed as a member from the Department Executive Committee has no voting rights on the Department Executive Committee, regardless of the position they may currently or not currently hold.</p>

**Proposed by:** Constitution & Bylaws Committee  
**Consequential amendments:** None

**Proposal #10 Amend Bylaws**

**Amendment to: Bylaws: Article IV Appointment of Committees, Section 2**

Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
<p>Section 2. The Department Standing Committees shall be Advisory, Americanism, Auxiliary Emergency Fund, Cavalcade of Memories, Children &amp; Youth, Community Service, Constitution &amp; Bylaws, Education, Finance, Junior Activities, Leadership, Legislative, Membership, National Security, Past President's Parley, Policy, Public Relations, Risk and Compliance, Strategic Planning, ALA Sunflower Girls State, Technology, and Veterans Affairs &amp; Rehabilitation. Each Department President shall have the privilege of naming the Chairman of these Standing Committees.</p>	<p><u>Amend to delete:</u> <i>Policy Committee</i></p> <p>Section 2. The Department Standing Committees shall be Advisory, Americanism, Auxiliary Emergency Fund, Cavalcade of Memories, Children &amp; Youth, Community Service, Constitution &amp; Bylaws, Education, Finance, Junior Activities, Leadership, Legislative, Membership, National Security, Past President's Parley, <del>Policy</del>, Public Relations, Risk and Compliance, Strategic Planning, ALA Sunflower Girls State, Technology, and Veterans Affairs &amp; Rehabilitation. Each Department President shall have the privilege of naming the Chairman of these Standing Committees.</p>	<p>Section 2. The Department Standing Committees shall be Advisory, Americanism, Auxiliary Emergency Fund, Cavalcade of Memories, Children &amp; Youth, Community Service, Constitution &amp; Bylaws, Education, Finance, Junior Activities, Leadership, Legislative, Membership, National Security, Past President's Parley, Public Relations, Risk and Compliance, Strategic Planning, ALA Sunflower Girls State, Technology, and Veterans Affairs &amp; Rehabilitation. Each Department President shall have the privilege of naming the Chairman of these Standing Committees.</p>	<p>Kansas currently has an abundance of committees. The policies can be reviewed each year under the Constitution &amp; Bylaws committee who will work in collaboration with other committees.</p> <p>Upon deletion, subsequent items will be renumbered.</p>

**Proposed by:** Constitution & Bylaws Committee  
**Consequential amendments:** Yes: See Consequential Amendments #3-1 to align the Bylaws and new duties to C&B Committee

Consequential #10-1 Delete Standing Rule 20			
Amendment to: Standing Rules, VII. Duties of Chairmen and Committees			
Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
<p>The Policy Committee shall consist of three (3) members. The Department Policy Committee chairman and the committee are to review policies and member handbooks with other necessary committees and stakeholders. The purpose of the committee is to provide consistent review, maintenance and revision of all policies, manuals, and handbooks annually.</p>	<p><u>Change to Delete</u></p>		

**Proposed by:** Constitution & Bylaws Committee  
**Consequential amendments:** If passed, Proposal #2 to Revise Duties of C&B Committee, Proposal 3 to Revise list of Standing Committees

**Consequential Amendment #10-2 Amend Standing Rule 11**

**Amendment to: Standing Rules, VII. Duties of Chairmen and Committees**

Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
<p>The Constitution &amp; Bylaws Committee shall consist of three (3) members. The Constitution &amp; Bylaws Committee shall inform and educate the members on the importance and power of properly written reviewed, and updated documents, policies, and procedures at all levels.</p>	<p><b><u>Amend to revise duties of committee to insert after "all levels" a new sentence:</u></b> <i>The Constitution and Bylaws committee will be charged with oversight and consistent review, maintenance and revision of all policies, manuals, and handbooks annually. They shall work collaboratively with other committees where necessary.</i></p> <p><i>All changes, are subject to the approval of the Department Executive Committee or other approval entity as authorized in the Bylaws.</i></p>	<p>The Constitution &amp; Bylaws Committee shall consist of three (3) members. The Constitution &amp; Bylaws Committee shall inform and educate the members on the importance and power of properly written reviewed, and updated documents, policies, and procedures at all levels.</p> <p>The Constitution and Bylaws committee will be charged with oversight and consistent review, maintenance and revision of all policies, manuals, and handbooks annually. They shall work collaboratively with other committees where necessary. All changes, are subject to the approval of the Department Executive Committee or other approval entity as authorized in the Bylaws.</p>	<p>If Policy committee is removed, the Constitution and Bylaws Committee shall have the authority to review and revise all policies, manuals, and handbooks annually, all subject to the approval of the Department Executive Committee or approval authority.</p>

**Proposed by:** Constitution & Bylaws Committee

**Consequential amendments:** None

**Proposal #11** Amend Bylaws

**Amendment to: Bylaws, Article IV, Section 2, subsection c**

Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
<p>c. No member shall serve on a committee more than three (3) consecutive years with the exception of Finance, Junior Activities, Community Service, Constitution &amp; Bylaws, ALA Sunflower Girls State, Poppy, Public Relations, Technology, the third member of the Americanism Committee (Oratorical Liaison), the second member of the Children &amp; Youth Committee (Cadet Law) and the third member of the Children &amp; Youth Committee (Liaison to the Child Welfare Foundation).</p>	<p><u>Amend to insert:</u> Leadership after Junior Activities   <u>Amend to reorder committees in alphabetical order</u>                       c. No member shall serve on a committee more than three (3) consecutive years with the exception of <i>ALA Sunflower Girls State</i>, the third member of the Americanism Committee (Oratorical Liaison), the second member of the Children &amp; Youth Committee (Cadet Law) and the third member of the Children &amp; Youth Committee (Liaison to the Child Welfare Foundation). <i>Community Service, Constitution &amp; Bylaws, Finance, Junior Activities, Leadership, Community Service, Constitution &amp; Bylaws, ALA Sunflower Girls State, Poppy, Public Relations, and Technology, the third member of the Americanism Committee (Oratorical Liaison), the second member of the Children &amp; Youth Committee (Cadet Law) and the third member of the Children &amp; Youth Committee (Liaison to the Child Welfare Foundation).</i></p>	<p>c. No member shall serve on a committee more than three (3) consecutive years with the exception of ALA Sunflower Girls State, the third member of the Americanism Committee (Oratorical Liaison), the second member of the Children &amp; Youth Committee (Cadet Law), the third member of the Children &amp; Youth Committee (Liaison to the Child Welfare Foundation), Community Service, Constitution &amp; Bylaws, Finance, Junior Activities, Leadership, Poppy, Public Relations, and Technology.</p>	<p>The leadership committee conducts valued training which requires consistency from year to year. It would benefit the Department of Kansas to allow members to serve on leadership for more than three years.                       Reorganizing the list of committees in alphabetical order to allow for ease of understanding.</p>

**Proposed by:** Linda Hicks and Tracy Kinnick  
**Consequential amendments:** None



<b>Proposal #12 Amend Bylaws</b>			
<b>Amendment to: Bylaws: Article IV, Section 3 Duties of Committees</b>			
<b>Current Wording</b>	<b>Proposed Amendment</b>	<b>If Adopted, Will Read</b>	<b>Rationale</b>
Section 3. Duties of Committees not specifically outlined in these Bylaws shall be assigned to them by the Department President.	<b>Amend to Insert:</b> and Standing Rules (after Bylaws) Section 3. Duties of Committees not specifically outlined in these Bylaws and <i>Standing Rules</i> shall be assigned to them by the Department President.	Section 3. Duties of Committees not specifically outlined in these Bylaws and <i>Standing Rules</i> shall be assigned to them by the Department President.	Duties of ALA Kansas Standing Committees reside primarily in the Standing Rules. Added language clarifies that duties not prescribed in the Bylaws reside in the Standing Rules.

**Proposed by:** Constitution & Bylaws Committee  
**Consequential amendments:** None

<b>Proposal #13 Amend Bylaws</b>			
<b>Amendment to: Bylaws: Article VI, Section 17, Unit Organization</b>			
<b>Current Wording</b>	<b>Proposed Amendment</b>	<b>If Adopted, Will Read</b>	<b>Rationale</b>
Section 17. Each Auxiliary Unit, except Unit 58, shall elect a President, one or more Vice Presidents, Secretary, Treasurer (or Secretary/Treasurer), and any other positions. Unit officers shall be members of the Unit Executive Committee. Units may elect three (3) additional members to the Executive Committee if they so choose. Unit Executive Committees should have no less than five members.	<b>Amend to Delete:</b> one or more Vice Presidents Section 17. Each Auxiliary Unit, except Unit 58, shall elect a President, <del>one or more Vice Presidents,</del> Secretary, Treasurer (or Secretary/Treasurer), and any other positions. Unit officers shall be members of the Unit Executive Committee. Units may elect three (3) additional members to the Executive Committee if they so choose. Unit Executive Committees should have no less than five members.	Section 17. Each Auxiliary Unit, except Unit 58, shall elect a President, Secretary, Treasurer (or Secretary/Treasurer), and any other positions. Unit officers shall be members of the Unit Executive Committee. Units may elect three (3) additional members to the Executive Committee if they so choose. Unit Executive Committees should have no less than five members.	Clarifies that the minimum number of officers for unit in the ALA Department of Kansas shall be two. This amendment reduces the number of required officers from 3 to 2.

**Proposed by:** Jeanne Haas and Linda Hicks  
**Consequential amendments:** None

**Proposal #14 Amend Bylaws**

**Amendment to: Bylaws, Article VII, Office Director**

Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
<p>Section 1: Role: The ALA Department of Kansas shall have an Office Director.</p> <p>Section 2: Authority: The Office Director shall be responsible for implementing the policies and directives of the Department Executive Committee.</p> <p>Section 3. Duty: The Office Director shall be responsible for supervising staff and operations at Department Headquarters. The Office Director shall make such reports at the Department Executive Committee meetings as requested by the Department Executive Committee. The Office Director shall perform other such duties as listed in the Standing Rules or as assigned.</p>	<p><b>Amend to insert after Standing Rules:</b> "and employee handbook"</p> <p>Section 1: Role: The ALA Department of Kansas shall have an Office Director.</p> <p>Section 2: Authority: The Office Director shall be responsible for implementing the policies and directives of the Department Executive Committee.</p> <p>Section 3. Duty: The Office Director shall be responsible for supervising staff and operations at Department Headquarters. The Office Director shall make such reports at the Department Executive Committee meetings as requested by the Department Executive Committee. The Office Director shall perform other such duties as listed in the Standing Rules <i>and Employee Handbook</i> or as assigned.</p>	<p>Section 1: Role: The ALA Department of Kansas shall have an Office Director.</p> <p>Section 2: Authority: The Office Director shall be responsible for implementing the policies and directives of the Department Executive Committee.</p> <p>Section 3. Duty: The Office Director shall be responsible for supervising staff and operations at Department Headquarters. The Office Director shall make such reports at the Department Executive Committee meetings as requested by the Department Executive Committee. The Office Director shall perform other such duties as listed in the Standing Rules and Employee Handbook or as assigned.</p>	<p>The specific duties of the Office Director are outlined in the Standing Rules with additional duties and information contained in the Employee Handbook. This amendment clarifies where all duties reside.</p>

**Proposed by:** Constitution & Bylaws Committee

**Consequential amendments:** None

Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
<p><b>New Article VIII Finance Director</b></p> <p>Section 1: Role: The ALA Department of Kansas shall have a Finance Director.</p> <p>Section 2: Authority: The Finance Director shall be responsible for implementing the financial policies and directives of the Department Executive Committee and Department Finance Committee.</p> <p>Section 3. Duty: The Finance Director shall be responsible for acting as custodian of the funds for the American Legion Auxiliary, Department of Kansas and maintaining required financial records and documents. The Finance Director shall make such reports to the Department Executive Committee meetings and as required by the Department Finance Committee. The Finance Director shall perform other such duties as listed in the Standing Rules and Employee Handbook or as assigned.</p>	<p>Section 1: Role: The ALA Department of Kansas shall have a Finance Director.</p> <p>Section 2: Authority: The Finance Director shall be responsible for implementing the financial policies and directives of the Department Executive Committee and Department Finance Committee.</p> <p>Section 3. Duty: The Finance Director shall be responsible for acting as custodian of the funds for the American Legion Auxiliary, Department of Kansas and maintaining required financial records and documents. The Finance Director shall make such reports to the Department Executive Committee meetings and as required by the Department Finance Committee. The Finance Director shall perform other such duties as listed in the Standing Rules and Employee Handbook or as assigned.</p>	<p>Section 1: Role: The ALA Department of Kansas shall have a Finance Director.</p> <p>Section 2: Authority: The Finance Director shall be responsible for implementing the financial policies and directives of the Department Executive Committee and Department Finance Committee.</p> <p>Section 3. Duty: The Finance Director shall be responsible for acting as custodian of the funds for the American Legion Auxiliary, Department of Kansas and maintaining required financial records and documents. The Finance Director shall make such reports to the Department Executive Committee meetings and as required by the Department Finance Committee. The Finance Director shall perform other such duties as listed in the Standing Rules and Employee Handbook or as assigned.</p>	<p>This amendment clarifies that the Department will have a Finance Director and outlines where all duties reside. The specific duties of the Finance Director are outlined in the Standing Rules with additional duties and information contained in the Employee Handbook.</p> <p>Subsequent articles to be renumbered.</p>

**Proposed by:** Constitution & Bylaws Committee  
**Consequential amendments:** None

**Proposal #16 Amend Bylaws: Adopt new Section**

**Amendment to: Bylaws, Article IX, Delegates to National Convention, Section 6 (new) [following to be renumbered]**

Current Wording	Proposed Amendment	If Adopted, Will Read	Rationale
	<p><u>Amend to Insert new Section:</u>                      Section 6. National Convention Delegates and Alternates elected from the Kansas districts shall be members of units that reside within that specified district.</p>	<p>Section 6. National Convention Delegates and Alternates elected from the Kansas districts shall be members of units that reside within that specified district.</p>	<p>Clarification that the intent of delegates to the National Convention is for equal representation among the members of the Kansas districts. This amendment clarifies that district delegates shall be members of that district</p>

**Proposed by: Constitution & Bylaws Committee**

**Consequential amendments: None**