

SALINAS POST 31 STANDING RULES

1. Membership dues of Salinas Post 31 will be \$31.00, payable annually in advance.
2. No alcoholic beverages will be permitted at any membership meeting, and the bar will be closed and all drinks cleared from the bar ten (10) minutes before the meeting.
3. The Post Commander will be allowed a \$75-per-month stipend.
4. The chief cook will be allowed \$50 per month for traveling expenses incurred while purchasing food for Post functions.
5. In the area of needy-veteran assistance, the Post Service Officer, the Post Commander, and a Commander appointee, each may authorize up to \$50 expenditures per case without going through channels for approval. The amount shall be determined on the basis of need.
6. The Post Commander shall be the only elected officer who can, in the interest of the Post and without Executive Committee approval, authorize an expenditure not to exceed \$50 per month. (This has no relation to number 5 above.) Recurring bills for such things as bar supplies, post supplies, dinner supplies, and emergency work are not affected by the restriction mentioned in the first sentence of number 6.
7. The Post Administrator shall attend Post Executive Committee meetings to give a report and to answer questions during the financial report. The Post Administrator will then be excused from the meeting but will remain available until excused by the Commander.
8. Although only the Executive Committee may suspend a member's lounge privileges or the privileges of a duly signed guest, the Commander and the on-duty bartender(s) may deny access to the lounge and privileges **when an incident report has been filed**, and the Executive Committee, at its next regularly scheduled monthly meeting, lifts the suspension or establishes a date when it shall end.

The commander will review the incident report and determine if it is serious enough to warrant an emergency meeting of the Board. If the offense is not deemed serious enough to warrant an emergency meeting of the Board, the member's lounge privileges will remain suspended until the next regularly scheduled Board meeting.

Should the person fail to appear before the Committee when asked to do so by the Committee, that person will automatically have his (her) privileges suspended until the following Executive Committee meeting. Should the person fail to appear then, the person shall have his (her) lounge privileges suspended until properly reinstated by the Executive Committee. A suspended person must submit to the Adjutant, at least 72 hours before the meeting, a written request to appear before the Committee.

9. The Adjutant shall make available a copy of the House Rules and a copy of the Standing Rules to all new members. It shall be the responsibility of all other members who do not have a copy of these rules to request them from the Adjutant.

10. Post 31 members should contact the Chaplain whenever they have information about the hospitalization or serious illness of any member, whereupon the Chaplain will send a card and call or visit the ill member. The Chaplain will also be responsible for posting monthly changes on the "Post Everlasting" bulletin board in the Legion Hall. At the end of each fiscal year, in memory of deceased members during that year, the Post will donate to the Department Rehabilitation Fund an amount consistent with funds available in the Post Rehab Fund.

11. At least two (2) bids shall be required for all major repair and maintenance contracts amounting to \$750 or more before the Committee can authorize the work to be done. Routine and emergency repair and maintenance will be excepted from the restrictions in the preceding sentence.

12. Happy Hour will be from 5 to 7 p.m., Monday through Friday and all day on the 4th of July, Veterans Day (November 11), and Memorial Day.

13. Post 31 membership meetings will be convened at 7 p.m. on the first Thursday of the month.

14. The Commander of Salinas Post 31 shall annually appoint a Post Supervisory Committee of three Post members to serve primarily as counselors for the leadership of Squadron 31. The three members will be appointed on the basis of their knowledge and understanding of the S.A.L. program.

15. The Adjutant shall keep a suspense file of all Post increases and employee contracts. He will accept lease proposals from potential lessees and inform the Executive Committee at least six months in advance of expiration dates so Committee can review and act on the proposals.

16. The Executive Committee may change the Standing Rules at any time.

(Latest revision: January 29, 2009)