

# INTERNATIONAL ASSOCIATION LEGIONS OF HONOR

## BYLAWS

### PREAMBLE

The Articles of Incorporation and Bylaws of Shriners International, an Iowa Corporation, and these Bylaws, to the extent they are not inconsistent with the Shriners International Bylaws, govern this Association.

### ARTICLE I

Section 1. **NAME:** The name of this association shall be the “INTERNATIONAL ASSOCIATION LEGIONS OF HONOR.”

Section 2. **OBJECTIVES:** The objectives of this Association are: To foster a Spirit of Patriotism, Love of Country and Flag; To perpetuate the memory of our Comrades in Arms who made the Supreme Sacrifice by giving their lives for their country while members of the Armed Forces; To devote our efforts as individuals, and Legion of Honor Units to strive for an increase in Friendship and Cooperation between our Legion of Honor Units and other Units of Shriners International.

Section 3. **COLORS:** The Colors of the Units of the Association are: The National Colors of the Country in which the Unit Temple is located, the Temple Colors and the Colors of the Unit: of the same size as the National Colors. Unit Colors should consist of the three Shrine Colors: Red, Yellow and Green, equally spaced horizontally with the Red Stripe on top, then Yellow and Green at the bottom. The International Legion of Honor Emblem (that which appears on the Medallion) in the upper left hand corner is optional, the name of the Temple and the words, “LEGION OF HONOR”, in block letters (Green) should be sewn upon the Yellow Stripe. The International Colors, Temple Colors and Unit Colors should be displayed at all meetings and at such other occasions as may be directed by the Commander or Potentate.

Section 4. **INSIGNIA:** Suspended from a neck ribbon, about twenty-eight inches in length and five-eighths of an inch in width, of the Mystic Shrine Colors - Red, Yellow and Green - equally divided, on a metal device as follows: On a shield fifteen-sixteenths inch in length and fifteen-sixteenths inch across tri-parted rule paleways gules (Red), argent (White) and azure (Blue) the “LEGION OF HONOR” in Gold rounded block letters. Partially surrounding the shield two gold tiger claws conjoined with a sphinx head affronts (in the form of a crescent reversed) that surface between the shield and claws serrated, above the claws and connected to the cutting edge of a scimitar one and eleven-sixteenth inch long with guard to dexter and point to sinister may be inscribed with name of the Temple in round block letters, a band five-eighths inch in width enameled barwise gules (Red and Yellow) and vert (Green), entire device one and three-fourths inches in length.

Section 5. **INSIGNIA OR MEDALLION:** The above Insignia or Medallion has been registered with the United States Patent Office, Washington, D.C., and on August 19, 1978 was assigned No. 666119; and all uses and manufacturing rights are reserved for the approval of the International Association Legions of Honor. In addition to the use described in Section 4, above, the Medallion may be worn as a Guard Pin and, in miniature, may be worn as a Lapel Pin, Cuff Links, and such other items as may be manufactured and offered for sale by dealers operating under contract approved by the International Association.



## ARTICLE II

Section 1. **MEMBERSHIP:** Any regularly authorized Legion of Honor Unit of the various Temples of Shriners International. seeking membership in this Association shall comply with all of the applicable conditions contained in these bylaws.

(A) For a temple unit to be eligible for membership in this Association, all members of the Temple Unit must have received an Honorable Discharge, released from active duty (Form DD214) under honorable conditions or satisfactory Certificate of Honorable Service from his last service from the Armed Forces of his country or produce evidence that he is presently serving honorably in the Armed Forces of his country at the time of his application. A unit may further restrict these qualifications, but those restrictions must not be contrary to these By-laws. The phrase Armed Forces of his country shall be interpreted to include only those military forces as defined by the government of that country, i.e. the United States Code Annotated Title 10, and which would be considered military veterans upon completion of their tour of duty.

**(B) Membership Classification in Temple Units That Are Members of This Association:**

(1) Active - Those members who are eligible according to Article II, Section 1, Subsection (A), pay dues and take Part in Legion of Honor activities, etc.

(2) Honorary - A Noble who may not be eligible for regular membership but the Association/Unit would like to honor or pay tribute to. i.e. Potentate, Past Potentate, Colonel/Director of Units, club president or Noble who has achieved a high honor within said Temple. Etc. These Nobles may be presented certificates, time-limited dues cards, etc. However, Honorary Members may not wear the Legion of Honor medallion, pay dues or hold any Legion office.

Section 2. **PAST INTERNATIONAL COMMANDER:** Should a Unit Charter be arrested for any reason, and should that Unit have a Past International Commander on the Roll at the time the Charter is arrested, the Past International Commander will retain all privileges of a Past International Commander in the International Association Legions of Honor.

Section 3. **ELIGIBILITY:** Legion of Honor Units, fulfilling the following conditions, may make application for membership to the International Association Legions of Honor.

(A) Must have an active roster consisting of a Commander, Adjutant and Finance Officer or Commander and combined office of Adjutant/Finance Officer, each of whom has met the standards as set forth in Article II, Section 1, Subsection (A).

(B) The application must be fully answered, properly signed and accompanied by:

(1) Dues for one year (payable in U.S. Dollars), (Refer to ARTICLE VIII, Section 1), and

(2) A letter signed by the Illustrious Potentate giving his approval to the organization of the Unit in his Temple, and



- (3) A list of names and addresses of Officers and Members signed by the Commander, and copies of each member's papers of eligibility. i.e. Form DD214. Honorable Discharge, etc. as described in Article II, Section 1, Subsection (A) and
- (4) A copy of the Unit Bylaws, and
- (5) The application must be signed by two (2) Legion of Honor members in good standing with their Unit and the Unit in good standing with the International Association Legions of Honor, and
- (6) An Annual Report form, completely filled in, with all the Officers' names, addresses, (to include ZIP Code Number), telephone numbers, etc., and
- (7) All reports, papers, monies, etc. that are required shall be forwarded to the International Adjutant by the International Officer responsible for Chartering the Unit. A Charter shall not be issued to a new Unit until all of the required paper work and monies are received by the International Adjutant or the Chartering International Lieutenant Commander, who shall forward same to the International Adjutant.

Section 4. **APPROVAL:** The application for Unit Membership shall be presented for approval at the International Association Legions of Honor Convention. If such approval is granted it shall be by majority vote of those present and entitled to vote and voting and the International Adjutant, on behalf of the International Association Legions of Honor, shall issue a Charter bearing the date of the original application to all newly created Units. It will be the responsibility of the International Lieutenant Commander of the Division wherein the new Unit is located, to obtain and present the Charter. A special date for Charter presentation will be arranged between the Division's International Lieutenant Commander, the Potentate and Unit Officers. A newly Chartered Unit does not obtain permanent status until voted into the International Association Legions of Honor at the next Convention following the Charter date.

Section 5. **DISBANDMENT:** Should the International Association Legions of Honor disband, all assets under its control shall be transferred to the Shiners Hospital for Children or its successor in interest, after all just bills and expenses are paid in full.

### **ARTICLE III**

Section 1. **INTERNATIONAL ANNUAL MEETING:** The International Association Legions of Honor Annual Meeting shall be held at the same time and place as Imperial Session is held each year. The International Commander shall request the Legion of Honor Unit in that City where the Annual Meeting is to be held to make arrangements for a suitable meeting place and those refreshments he wishes to have available. The International Commander shall set the time and date for this meeting. If there is not a Chartered Legion of Honor Unit in that city, the International Commander shall select another Legion of Honor Unit to host and make all the required arrangements. The International Association Legions of Honor Finance Committee shall designate a fixed sum in the Budget to defray the expenses incurred by the Host Unit for the Annual Meeting. All official business of the International Association Legions of Honor shall be concluded at the Convention.

Section 2. **INTERNATIONAL ASSOCIATION LEGIONS OF HONOR CONVENTIONS:**



(A) The International Association Legions of Honor Convention shall be held annually on the dates approved by the Imperial Officer who will be Imperial Potentate at the time of the requested Convention and the Divan Member of the Temple where said Convention is to be held who will be Potentate at that time. The Convention shall be for the purpose of, but not limited to: Receiving the Annual Reports of the International Commander, International Finance Officer and Committee Chairmen, the election of all International Officers. The budget for the International Association Legions of Honor Convention is and shall be an integral part of the Fiscal Budget for the I.A.L.O.H., which commences at the conclusion of the preceding Convention. The contract for the hotel to be utilized for our Convention must be submitted and approved at least two (2) years prior to said Convention. The Convention Budget shall be presented and approved at the Arlington Meeting in November of the year prior to the commencement of the Fiscal Year. A copy of both of these Budgets will be sent to each unit.

(B) The International Commander shall be responsible for making all arrangements for said meeting; however, the International Board of Directors must approve, by majority vote of the entire Board, all contracts and proposed expenditures, prior to any commitment therefor by an International Lieutenant Commander for his year as International Commander. The International Association Legions of Honor is responsible and liable for all expenses incurred during Conventions; therefore, the elected officers of the International Board of Directors must have complete knowledge of all proposals and pre-approve same. All monies (registration and otherwise) generated by the International Association Legions of Honor Convention belong to the International Association Legions of Honor and shall be forwarded to the International Finance Officer prior to the Convention. (Exception: Any monies generated during the Convention shall be forwarded to the International Finance Officer as received.)

(C) **REGISTRATION FEE:** The International Lieutenant Commander, with approval of the International Board of Directors, shall set, and announce a Registration Fee for attendance at the International Association Legions of Honor Convention. Any individual Noble who wishes to attend and participate in any of the activities of the International Association Legions of Honor Convention shall pay such Registration Fee in advance. If the Lady of an attending Noble (or any other person or persons) wishes to attend and participate in any activities, a Registration Fee must be paid for each. (Such registration fee shall be paid in the currency of the Country in which the Convention is held.) The Registration Fee will have a cut off date for acceptance. Any fees submitted after the cut-off date may be accepted depending on space availability to accommodate the Noble and/or Lady.

### Section 3. **ARLINGTON WREATH LAYING CEREMONY AT THE TOMB OF THE UNKNOWN:**

(A) The purpose of the event is to honor those who paid the supreme sacrifice.

(B) The purpose of the Honor Guard is to insure an unobstructed path for the International Commander as he lays a wreath at the Tomb of the Unknowns.

(1) Members of the Honor Guard shall consist of the elected officers and the Past International Commanders.



(2) The formation of the Honor Guard will be as follows: The elected officers will be positioned by rank beginning with the highest ranked Lt. Commander present and alternating left and right from the lowest step upward. The International Adjutant and the International Finance Officer will be next, followed by the senior Past International Commander through the junior.

(3) The International Commander will choose who will accompany him to lay the wreath.

(4) Any dignitary invited to participate with the Honor Guard will line up behind the Past International Commanders.

(C) The Honor Guard Commander

(1) The Honor Guard Commander shall be the senior Past International Commander present and willing to serve in that capacity.

(2) He shall be responsible for keeping order and lining up the Honor Guard.

## ARTICLE IV

Section 1. **OFFICERS:** The Elective Officers of the International Association Legions of Honor shall be an International Commander and eight (8) International Lieutenant Commanders, to be designated and ranked as 1st, 2nd, 3rd, 4th, 5th, 6th, 7th and 8th International Lieutenant Commander for a one (1) year term and an International Adjutant for a three (3) year term and an International Finance Officer for a three (3) year term which shall commence one (1) year after the election of the International Adjutant.

(A) **REQUIREMENTS FOR ELECTION:** A member of the International Association Legions on Honor shall be eligible for International Office only if:

(1) He has served as Commander, or is serving as Commander of his unit at the time he is elected, in which event he must complete his term as local Commander or will automatically be suspended as an elected officer, except for the offices of the Adjutant and Finance Officer.

(2) His Unit has been a member of the International Association Legions of Honor for at least one year prior to his election; and

(3) Written approval, from the Potentate of his Temple and his Unit, along with his proof of military service (as required by Article II. Section 1) is in the possession of the International Commander and International Adjutant sixty (60) days prior to the first day of the International Association Legions of Honor Convention. This provision, however, does not apply to current International Lieutenant Commanders seeking election to the next higher office and the International Adjutant and International Finance Officer who are seeking re-election.

(4) He at all times is a member in good standing of a unit that meets all of the aforementioned requirements.



(B) **MEETINGS/QUORUM:** The Elected International Officers shall meet on call of the International Commander, who must call a meeting of the Officers when requested by any five (5) Elected International Officers and when mandated herein. Six (6) of said International Officers shall be present to constitute a quorum.

(C) **POWER:** The Board of Directors shall have the powers usually vested in the Directors of a Business Corporation, except as otherwise provided in these Bylaws. The Board of Directors shall determine and approve all policies governing the International Association Legions of Honor. No Unit, person or persons, or company has the right or authority, expressed or implied, to act as an agent of, to act on behalf of, or to bind the International Association Legions of Honor, nor can any of the above by their act or omission obligate or bind the International Association Legions of Honor, except as specifically provided in these Bylaws and/or by approval of a majority of the Board of Directors. The Board of Directors may remove any or all of the Directors for cause by a resolution passed by two-thirds (2/3) of the Board of Directors present, provided that such director/director prior to his/their removal shall have received a copy of the charges against him, delivered to him personally or by mail at the address appearing on the records of the organization at least ten (10) days prior to the adoption of such resolution, and such Director has had an opportunity to be heard on the charges at a meeting of the International Board of Directors called for such purpose.

## Section 2. **DUTIES OF OFFICERS:**

(A) **THE INTERNATIONAL COMMANDER:** The International Commander shall preside at the International Association Legions of Honor Convention; call assemblies of the Board of Directors, and act as its Chairman; make appointments of Appointive Officers, appoint Committee Chairmen; and serve as ex-officio Chairman of all Committees. He shall communicate in writing, on a regular basis with all Elected International Officers and the International Board of Directors (at least quarterly); he shall receive written communications from all International Lieutenant Commanders on a quarterly basis, giving a full report of their progress and travels within their respective Division, and particularly concerning unchartered Units; he shall receive at least one Semi-Annual report from all Committee Chairmen and Appointed Officers in writing and respond in writing.

The International Commander shall communicate with Units in writing, giving a schedule and description of the next International Convention no later than thirty (30) days after being installed as International Commander. His communication shall include, but not be limited to: the date, times, location, registration fees, and possible schedule of events. It shall also include his travel schedule for the year as known at that time, affording others the opportunity to invite him on any open date.

He shall be directly responsible for the enforcement of the International Bylaws, and Shriners International Bylaws, and support of all International Programs and policies by other International Officers; and maintain a very close liaison with all International Officers on a continuing basis. He shall also be responsible for the conduct of all International Officers as he must answer to the Imperial for any infraction thereof.

He shall be totally responsible for the collections of all fees for the Convention. He shall forward same to the International Finance Officer. Any expenditures of these funds must



be in accordance with the budget or have prior approval by the International Board of Directors.

He shall conduct himself at all times in a manner that brings high esteem to the International Association Legions of Honor.

In the event of death, disability or absence from any meeting of the International Commander, the Senior International Lieutenant Commander shall assume and perform the duties of a deceased or disabled International Commander as the "Acting International Commander"; except that the planning for holding of the International Association Legions of Honor Convention shall become the primary responsibility and duty of the International Chief of Staff, coordinating all such plans with the "Acting International Commander". By the assumption or performance of such duties, the International Lieutenant Commander shall not vacate his Elective Office, but shall perform such duties in addition to his regular duties and shall not, thereby, become entitled to be known as a "Past International Commander". It shall be the responsibility of the International Board of Directors to contract and make all arrangements for the ensuing Convention (in case of the International Commanders demise) should the International Chief of Staff be unable to perform as directed.

**(B) THE INTERNATIONAL LIEUTENANT COMMANDERS:** Shall act as Liaison Officers for the International Commander; serve as Chairman of the Committees hereinafter provided; and perform such other duties as designated by the International Commander, including, but not limited to: communicating (in writing) with all Unit Commanders and for Adjutants or both on a regular basis and no less than quarterly; he shall personally visit as many Units in his assigned Division as possible each year; he shall accept invitations to Unit installations and functions, etc. as often as possible; most importantly, he shall visit his Units as often as possible on their regular business meeting nights in order to have the time to relate all International news to that Unit and answer all their questions.

He shall assist in collecting the Annual Dues and Annual Reports when notified of delinquent Units in his Division. He shall appoint an Aide in each Unit, whose duties shall also include Ad Sales. He shall also appoint a Division Ad Chairman. He shall give 100% effort to reaching the Ad Sales Goal set by the International Commander for his Division; he shall communicate frequently with all other International Officers. He shall communicate and personally visit all Temples in his Division from time to time that do not have a Legion of Honor or one that does not belong to the International Association Legions of Honor and shall make every effort to Charter any and all Units in his Division that are not members of the International Association Legions of Honor; he shall notify the International Commander, in writing, at least quarterly of his efforts and progress. He shall attend all called meetings of the International Commander, the Convention, Board of Directors meetings, Executive meetings, the Imperial Session, if possible, the Association Legions of Honor meetings in his Division and others, if possible, and the Ottawa and Arlington Ceremony and meeting. He shall support the policies of the International Association Legions of Honor and International Commander and all programs sponsored by the International Association Legions of Honor. He shall encourage other International Officers to assist him in his Division when needed.

In case of a vacancy on the International Line due to the death, sustained illness, or resignation of an International Lieutenant Commander, the International Commander



shall appoint a Past International Commander (preferably from the same Division if possible) to complete the year. The Past International Commander appointed shall have all the rights and privileges of an International Lieutenant Commander while serving the balance of the term for which he was appointed. He shall likewise be held responsible for the performance of the duties of the Elected International Lieutenant Commander. Should a vacancy occur in the elected Line and be filled for the remainder of that year, as aforementioned, all lower ranked Lieutenant Commanders shall stand for election for the next higher position than they would have stood for had the vacancy not occurred. However, if the lower ranked Lieutenant Commanders mutually agree they may adjust the position for which they will seek election at the next Convention.

**(C) THE INTERNATIONAL ADJUTANT:** Shall record the proceedings of the Convention, Called Meetings, and Board of Directors and Elected Officers meetings; keep the permanent records, the Seal, conduct the correspondence and issue the orders of the International Commander.

The International Adjutant shall receive all monies (in U.S. Funds) from the Units which shall include all dues, Ad monies, supply monies for articles carried by the International Quartermaster, but not limited to just these items; forward all monies received to the International Finance Officer after duly recording same. A petty cash fund shall be maintained for the operation of the International Adjutant's Office (not to exceed \$500.00). Upon receiving a delineation of the expenditures from said fund the International Finance Officer shall immediately replenish said fund to its mandated amount.

The International Adjutant shall be Chairman of the committee charged with the publication of the Year Book, and receive the content from the various Units and Nobles; he will ensure that the International Newsletter is published on a schedule set by the International Commander and agreed to by the contracted printer; he shall notify the International Commander and all International Lieutenant Commanders of any and all Units that are 30 days delinquent in their dues or Annual Reports.

The International Adjutant shall send a registered letter to the Commander or Adjutant of any Unit that should remain delinquent in their International Dues beyond March 1st informing the Commander or Adjutant that his Unit is suspended from active membership in the International Association Legions of Honor. The letter shall further state that if said dues are paid and received by the International Adjutant within fourteen (14) days from the date of the notification, their Unit shall be fully reinstated; otherwise, their Unit will remain suspended, and the Unit Commander shall within seven (7) days return their International Charter. The letter shall also be copied to the Potentate of said Temple. Should the Unit later wish to be reinstated, the fee for same will be \$100.00. Reinstatement of any Unit must be handled through their Division International Lieutenant Commander.

The International Adjutant shall be responsible to originate/cancel all contracts for vendors. With the assistance of the Lieutenant Commanders he will define new vendors, forward contracts to prospective vendors, receive signed contracts from vendors, sign and affix our seal and send a signed copy back to the vendor. He will also forward a copy of the approved copy to the International Finance Officer, who will then be responsible to monitor and collect commissions due to the Associations by respective vendors. If requested by the International Finance Officer he will contact delinquent vendors by



registered letter notifying the vendor that the contract is being canceled and the vendor should cease and desist utilizing/supplying any item utilizing the Legion of Honor trademark. Said contracts should be renewed on a yearly basis.

Should a vacancy occur in the office of International Adjutant the Board of Directors shall *forthwith* appoint a qualified Legion Noble to fill the said vacancy until the next Convention, at which time the unexpired term of the International Adjutant shall be filled by election. The Legion Noble appointed shall have attended a minimum of three (3) International Association Legions of Honor Conventions and must have the time and ability to perform the duties required of the International Adjutant's Office.

**(D) THE INTERNATIONAL FINANCE OFFICER:** Shall keep full and complete records of the International Association Legions of Honor finances, pay all accounts and expenses that have been approved in the Budget, and all expenses of the International Association Legions of Honor that do not appear in the approved budget, but that have subsequently been approved by the International Finance Committee. He shall receive all monies forwarded to him by the International Adjutant and International Quartermaster once duly recorded. The International Finance Officer shall present the financial records of the International Association Legions of Honor to the appointed Auditing Committee prior to the Convention for their inspection and audit. The Chairman of the Auditing Committee shall report his findings to the membership in session during the business meeting when called upon. The International Finance Officer shall report the findings of the Auditing Committee to the Board of Directors.

The International Finance Officer shall submit a full Financial Report to the Finance Committee members and the International Board of Directors at least every four (4) months. He shall submit a preliminary closing financial report for the fiscal year to the Finance committee and the Board of Directors prior to the closing business session of the International Association Legions of Honor Convention and submit a final financial report for the fiscal year no later than sixty (60) days thereafter, at which time he shall turn over any and all I.A.L.O.H. books and records to his successor. The International Finance Officer shall keep all surplus monies invested, as determined by the Finance Committee. He shall notify the members of the Finance Committee the standing of all investments in each Financial Report.

He shall be totally responsible for the timely completion and submission, by Certified Mail with Return Receipt requested, of any and all required reports to the Internal Revenue Service and a copy to the Imperial Council Office in Tampa, Florida at the time of their being filed.

He shall be responsible for monitoring all vendor contracts, forwarded to him by the International Adjutant, with respect to payment of commissions by vendors. Monitoring shall be completed on a quarterly basis as defined by the contract. If a vendor becomes delinquent or fails to comply with the contract the International Finance Officer shall notify said vendor by letter or e-mail of his delinquency. If the vendor does not comply or respond to said notices the International Finance Officer shall contact the International Adjutant to notify, by registered letter, that vendor who is in non-compliance with their contract that the same is hereby canceled and that they shall cease and desist from selling/supplying any and all trademarked Legion of Honor material.



Section 3. **INTERNATIONAL BOARD OF DIRECTORS:** The Officers named in ARTICLE IV, Section 1, all International Commanders and the International Parliamentarian shall constitute the Board of Directors, each of whom shall have a vote in all matters before the Board.

The Board of Directors is the governing body of the International Association Legions of Honor when the membership is not in session and shall meet at the Arlington Wreath Laying, the Convention, Annual Meeting, upon the call of the International Commander when necessary and prudent and upon the request of five (5) members of the Board of Directors.

The Board shall meet for the purpose of, but not limited to, recommending policy to the International Commander and shall approve a Budget for the ensuing year at the Arlington Meeting in November. Only members of the Board shall be admitted to any meeting of the Board, except that the Board may invite others to attend. Members shall be notified of any and all called meetings for the Board by the International Adjutant's Office at least thirty (30) days prior to the scheduled meeting.

Section 4. **INTERNATIONAL APPOINTED OFFICERS:** The International Commander shall appoint an International Chief of Staff, an Assistant Chief of Staff, an International Chaplain, an International Executive Officer, an International Sgt-at-Arms, an International Surgeon, an International Parliamentarian, an International Historian and an International Judge Advocate. The International Commander may also appoint others as Aides, Advisors and in such other capacities as he may deem to be in the best interest of the International Association Legions of Honor. Such appointees shall not vote in such capacity at any meeting, unless authorized elsewhere herein.

Section 5. **DIVISION APPOINTED OFFICERS:** Appointments by International Lieutenant Commanders shall be limited to Chief of Staff, Assistant Chief of Staff, Chief Aide, Aides, Advisors and Division Ad Chairman. Such appointees shall not vote in such capacity at the International Association Legions of Honor Convention. International Lieutenant Commanders shall confine all appointments to their respective Divisions.

Section 6. **ALL APPOINTEE ELIGIBILITY:** In order for any Legion Noble to receive an appointment in the International Association Legions of Honor, he must be a member in good standing of a Chartered Unit of the International Association Legions of Honor that is in good standing at that time.

## **ARTICLE V**

Section 1. **NOMINATIONS AND ELECTIONS:** All of the Elective Officers of the International Association Legions of Honor shall be nominated from the floor at the International Association Legions of Honor Convention by an ACCREDITED VOTING REPRESENTATIVE. If there is no objection, an ACCREDITED VOTING REPRESENTATIVE may also be permitted to move that all International Lieutenant Commanders, or any number of same, be elevated one position. The Legion Nobles being nominated for the offices of International Commander and International Adjutant and International Finance Officer must be nominated individually by an ACCREDITED VOTING REPRESENTATIVE.

Section 2. **INSTALLATION:** The Officers of the International Association Legions of Honor shall be elected and installed at the International Association Legions of Honor Convention each year. Such Officers shall perform the duties allotted to them until their successors are duly



elected and installed. The newly elected officers will be sworn in immediately at the conclusion of the election.

**Section 3. VOTING:** The only persons authorized to vote during the International Association Legions of Honor Convention are: Legion Nobles holding Elective Offices of the International Association Legions of Honor as listed in ARTICLE III, Section 1, all Past International Commanders, the two (2) Accredited Voting Representatives from each Legion of Honor Unit and Emeritus Members. Only those members who are present with signed credentials will be allowed to vote. Proxies or absentee votes shall not be allowed.

**Section 4. EMERITUS MEMBERS:** An Emeritus Member is one who is a member in good standing of an accredited Legion of Honor Unit, and who is qualified as such by virtue of attendance at the International Legions of Honor Conventions and Election to Emeritus Status, as set forth herein below.

Any member in good standing of an accredited Legion of Honor Unit who attends an International Association Legions of Honor Convention as a delegate or alternate delegate will be credited with two (2) points towards his emeritus status. Any member in good standing of an accredited Legion of Honor Unit who attends an International Legion of Honor Convention who is not a delegate or alternative delegate shall be credited with one (1) point towards his Emeritus Status. When any member in good standing of an accredited Legion of Honor Unit receives enough points as consequence of his attendance at International Association Legions of Honor Conventions, as set forth herein above, that he shall be eligible by attending the next Convention to be credited with his ten (10) points a vote will be taken as the first order of business to confirm his Emeritus Status, and the Emeritus Status of the other members so situated. If His Emeritus Status is then approved, he may continue to attend that Convention as an Emeritus Member, and he shall be entitled to vote as such at that time and thereafter.

In the event that an existing Unit of this Association be disbanded, or for any reason lose or surrender their Unit Charter, all members of such Unit who at that time hold Emeritus Status in the International Association Legions of Honor shall retain Emeritus Status in the International Association Legions of Honor by paying the required dues of an Associate Member each year, thereby, retaining full membership and voting rights in the International Association Legions of Honor. Any Elected International Officer who is a member of a Unit that may fall into the above category shall be permitted to retain his office until such time as he becomes a dues paying Member or Associate Member of another Temple and a member of that Temple's Legion of Honor. Such Elected Officers shall have ninety (90) days to complete these requirements.

A Past International Commander shall automatically retain all rights and benefits as a Past International Commander and Emeritus Member regardless of the status of the Legion of Honor of which he is a member.

## **ARTICLE VI**

**PARLIAMENTARY AUTHORITY:** The current Bylaws of the International Association Legions of Honor shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with Imperial Bylaws and Imperial Rules and Regulations that govern all members of Shriners International. If not covered by the above, then the latest edition of "ROBERT'S RULES OF ORDER" shall apply.



## **ARTICLE VII**

**THE INTERNATIONAL COMMANDER:** Shall be an ex-officio member of all Committees and shall appoint a Chairman (an International Lieutenant Commander) for the following Committees: Bylaws, Membership, Credentials, Arlington Ceremony-Meeting, Auditing, Drill Rules, Patriotism, Planning and Imperial Relations.

### **COMMITTEES:**

#### **Section 1. INTERNATIONAL FINANCE COMMITTEE:**

(A) The International Finance Committee shall consist of the International Commander, the eight (8) International Lieutenant Commanders, the International Adjutant and the International Finance Officer. The International First Lieutenant Commander shall serve as Chairman of the International Finance Committee.

(B) This Committee shall assist the International Commander in finding additional acceptable means of increasing the income of the International Association Legions of Honor, and to consider and approve/disapprove all payments from special accounts exceeding \$100.00 as the International Commander may request. The International Finance Committee shall have the obligation and responsibility, subject to the standard of a prudent investor, to invest the monies belonging to the International Association Legions of Honor. Said committee shall receive a report regarding all finances from the International Finance Officer three (3) times per year (Spring, Summer and Fall).

(C) The First International Lieutenant Commander shall prepare a Budget, which shall incorporate, as an integral part thereof, the budget for the International Association Legions of Honor Convention for the ensuing year and present same to the Finance Committee at the Called Meeting during the period of the Arlington Meeting in November for their review, discussion, (additions, changes, etc.) and recommendations. He shall also present same to the Board of Directors for final approval during this same time period.

**Section 2. INTERNATIONAL BYLAWS COMMITTEE:** Shall read and study all proposed Bylaw Amendments to determine their legality and recommend disposition of same.

**Section 3. INTERNATIONAL MEMBERSHIP COMMITTEE:** Shall act upon all applications for membership, investigate the fulfillment of all requirements of Units and make recommendations to the International Commander, who upon approval, will cause a Certificate of Membership (Charter) in the International Association Legions of Honor to be issued.

**Section 4. INTERNATIONAL CREDENTIALS COMMITTEE:** Shall see that the necessary supplies and material are obtained by the Host Unit and are set up at the registration area for each International Association Legions of Honor Convention and keep accurate records of all Legion Nobles who register and report same during the Convention. The Chairman shall be responsible for getting sufficient assistance.

**Section 5. INTERNATIONAL ARLINGTON CEREMONY/MEETING COMMITTEE:** Shall be chaired by an International Lieutenant Commander with another International Lieutenant Commander as Deputy Chairman. The Chairman will appoint Legion Nobles to carry out certain duties prior to and while at the Tomb. The Chairman shall make all arrangements for



transportation, hotel accommodations, hospitality and banquet arrangements if scheduled. The Chairman will make all arrangements at the Tomb with the Director and with the Host Temple. He will also arrange for a suitable wreath to be on hand for the Ceremony and any other arrangements necessary for a well coordinated ceremony. The Chairman will make the necessary arrangements for any and all meetings requested by the International Commander.

Section 6. **INTERNATIONAL AUDITING COMMITTEE:** Shall pass upon the correctness of all accounts against the International Association Legions of Honor; audit the accounts of the International Finance Officer and report at the International Association Legions of Honor Convention.

Section 7. **INTERNATIONAL YEAR BOOK COMMITTEE:** Shall be chaired by the International Adjutant. The International Commander and all Lieutenant Commanders shall contribute required materials. Unit Adjutants and Unit Ad Salesman shall contribute all information required by the International Association Legions of Honor for respective Units' Ads to be published in the Year Book.

Section 8. **INTERNATIONAL DRILL RULES COMMITTEE:** Shall meet at least once each year to discuss any possible changes that may be needed in our Drill and Color Guard Rules, Regulations, and Requirements and report their findings at the Convention. The Chairman shall be responsible for getting sufficient assistance.

Section 9. **INTERNATIONAL PATRIOTISM COMMITTEE:** The Chairman shall request articles to be submitted by the Nobility and report to the Committee anything of interest in reference to Patriotism.

Section 10. **PLANNING COMMITTEE:** This Committee shall develop plans for the future of the I.A.L.O.H. for presentation at the Annual Convention.

Section 11. **INTERNATIONAL IMPERIAL RELATIONS COMMITTEE:** Shall stay in direct contact with the Imperial Council and report their findings.

**NOTE:** Each Committee Chairman shall submit a written report during the International Association Legions of Honor Convention.

## **ARTICLE VIII**

Section 1. **DUES:** The Annual Dues for member units of this Association shall be due and payable on 01 January of each year in the amount of two dollars (\$2.00 US) per unit member, based on membership totals as of 31 December of the preceding year, with a minimum payable of \$30.00 per unit. The only exception to the aforementioned dues will be those holding Honorary Memberships within a unit. Said revenues shall be used only for administrative purposes and any excess at the end of each year shall be placed in the investment account for the I.A.L.O.H.

Section 2. **SUSPENSION:** Failure to pay the Annual Dues, by any Unit, by March 1st will cause such Unit or Units to be suspended from the International Association Legions of Honor. Any Unit failing to comply with this Section shall surrender their Charter automatically to the International Adjutant on or before March 21st. To be reinstated, a Unit must pay a \$100.00 reinstatement fee. (Refer to ARTICLE IV, Section 2, (C), fourth paragraph.)



## ARTICLE IX

Section 1. **AMENDMENTS:** The Bylaws may be amended at any International Association Legions of Honor Convention by a two-thirds (2/3) vote of those present and entitled to vote and voting at such meeting. All amendments, changes, etc. shall have been submitted in writing by a member Legion of Honor Unit - in good standing - (signed by the current Unit Commander and Adjutant) to the International Commander and International Adjutant at least three (3) months prior to the International Association Legions of Honor Convention, and shall have been submitted to all Member Units by the International Adjutant at least one (1) month prior to the Convention. All proposed amendments submitted by Member Units shall be published in the International Association Legions of Honor Newsletter and shall suffice as final notification to all International Association Legions of Honor Units.

Section 2. It shall be the responsibility of Unit Commanders to urge their members to see and read the written correspondence on all proposed Bylaw Amendments in order that they are well versed on same prior to the vote.