



## MEMORANDUM

July 24, 2019

TO : All Dept Executive Committee Members  
All Posts

FROM : Russell W. Myers Jr., Department Adjutant *RM*

SUBJECT : Passage of Resolution C02-2019 at 101<sup>st</sup> Department Convention

Attached please find a copy of a Resolution C02-2019 passed at the 101<sup>st</sup> Annual Department Convention on July 18, 2019. The Resolution establishes a timeline to transition Posts within the Department to a standard **mandatory** set of Post Constitution and Bylaws.

The custom field editable PDF version of the Constitution and Bylaws can be found under the Resources tab (Forms and Publications) on the [www.mdlegion.org](http://www.mdlegion.org).

In order to provide more clarity to everyone in the Department and Post leadership I will endeavor to summarize and set out an explanation of the timeline contained in the Resolution.

Timeline for implementation and actions required of Posts:

- **Begin NOW** - Post should prepare and adopt their budget for the current year, if not already adopted. Further a budget for the next fiscal year should be prepared to comply with the provisions of ARTICLE VI – FINANCE, of the Standard Post Constitution and ByLaws.
- **Not Later than January 1, 2020** - Posts shall pass a motion to replace any terms in underlined and italicized font in the Standard Post Constitution and Bylaws (If a Post fails to pass a motion to this effect, the Standard Post Constitution and Bylaws shall be considered adopted utilizing the Name and Post number from the Permanent or Temporary Post Charter as issued by the National Headquarters). **Posts shall use the template from the Department Website for making these changes.**
- **Not later than March 31, 2020** - Posts, if they so wish, may create and pass a set of Special Rules of Orders, Standing Rules, and/or Standing Operating Procedures to incorporate Post specific aspects of governance and operations, in so far as none of the adopted rules or procedures may be in conflict with the Standard Post Constitution and ByLaws.
- **Next Post Elections** - Posts shall use the nomination, election procedures, and officer positions as outlined in the Standard Post Constitution and Bylaws to conduct the 2020 Post election cycle.
- **Department Convention 2020** - The first amendments to the documents shall be considered at the 102nd Department Convention.

- **Post Installation of Officers for 2020 (in accordance with the Department CBL this takes place within 20 days after the Department Convention) -** The Standard Post Constitution and Bylaws shall be considered in force for each Post in the Department of Maryland upon the assumption of duties by the Post Officers elected in 2020.

A number of resources shall be provided on under the Resources tab on mdlegion.org over the next few weeks. Posts are encouraged to use these documents and templates to make this transition easier.

Posts may request assistance with the transition process from the Department, and are encouraged to ask questions and seek guidance on the process if questions remain.

If you have any questions, please feel free to contact me at 410-752-1405 or [russell@mdlegion.org](mailto:russell@mdlegion.org).