

**Marine Corps League  
Northwest Arkansas  
Detachment #854**



**BYLAWS  
2019**

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## ARTICLE I Name

**Section 100. Name.** The name of the body corporate is the Northwest Arkansas Detachment #854 of the Department of Arkansas, Marine Corps League and is a subsidiary organization of the National Marine Corps League. The Marine Corps League is a non-profit corporation incorporated by an Act of the Seventy-fifth Congress of the United States of America at the First Session, begun and held at the City of Washington, D.C. on January 5, 1937, and approved August 4, 1937.

**Section 105. Mission Statement.** The mission statement of the Marine Corps League is “Members of the Marine Corps League join in camaraderie and fellowship for the purpose of preserving traditions. Promoting the interests of the United States Marine Corps, banding together those who are now serving in the United States Marine Corps and those who have been honorably discharged from that service. Effectively promote the ideals of American freedom and democracy. Voluntarily aiding and rendering assistance to all Marines, FMF Corpsmen, Chaplains, and former Marines, FMF Corpsmen, Chaplains, and their widows and orphans; and to perpetuate the history of the United States Marine Corps and by fitting acts to observe the anniversaries of historical occasions of particular interest to Marines.”

**ARTICLE II**  
**Purpose of the Northwest Arkansas Detachment #854 of the Department of  
Arkansas, Marine Corps League**

**Section 200. Purpose.** The purposes of the Northwest Arkansas Detachment #854 of the Department of Arkansas, Marine Corps League shall be:

- a. To preserve the traditions and to promote the interests of the United States Marine Corps;
- b. To band those who are now serving in the United States Marine Corps and those who have been honorably discharged from that service together in fellowship that they may effectively promote the ideals of American freedom and democracy;
- c. To fit its members for the duties of citizenship and to encourage them to serve as ably as citizens as they have served the Nation under arms;
- d. To hold sacred the history and memory of those who have given their lives to the Nation;
- e. To foster love for the principles which they have supported by blood and valor since the founding of the Republic;
- f. To maintain true allegiance to American institutions;
- g. To create a bond of comradeship between those in the service and those who have returned to civilian life;
- h. To aid voluntarily and to render assistance to all Marines, FMF Corpsman, and FMF Navy Chaplains, as well as their surviving spouses and orphans; and
- i. To perpetuate the history of the United States Marine Corps and by fitting acts to observe the anniversaries of historical occasions of particular interest to Marines.

**Section 205. Not For Profit.** Northwest Arkansas Detachment #854 of the Department of Arkansas, Marine Corps League is not organized for and shall not be operated for pecuniary gain or profit. No part of the property of the corporation and no part of its net earnings shall inure to the benefit of or be distributed to any director, member, or other private individual. The Northwest Arkansas Detachment #854 of the Department of Arkansas, Marine Corps League shall never be authorized to engage in a regular business of a kind ordinarily carried on for profit or in any other activity except in furtherance of the purposes for which Northwest Arkansas Detachment #854 of the Department of Arkansas, Marine Corps League are organized.

**Section 210. Non-Discrimination.** The Northwest Arkansas Detachment #854 of the Department of Arkansas, Marine Corps League:

- a. Shall never take part in any labor or management dispute or issues;
- b. Shall not be sectarian, political, or partisan;
- c. Shall not be based on race, color, creed, nationality, or sex;
- d. Shall not be used as a medium of political ambition or preferment; and
- e. Shall not use former or present military rank, former or present civilian position as the basis for special consideration and preferment.

## **ARTICLE III Organization**

**Section 300. Organization.** The constituted bodies of the organization shall be Northwest Arkansas Detachment #854 and any Subsidiary Organizations.

**Section 305. Detachment Convention.** A Detachment Organization to be known as the Northwest Arkansas Detachment #854 of the Department of Arkansas, Marine Corps League.

**Section 325. Subsidiary Organizations.** Such subsidiary organizations as the National organization may create, establish, or recognize.



## ARTICLE IV Detachment Convention

**Section 400. Authority.** The legislative and policy making power of the Northwest Arkansas Detachment #854 of the Department of Arkansas, Marine Corps League shall be vested in a Detachment Convention composed of properly elected, registered, and approved officers in good standing. Only executive and administrative powers will be delegated to individual members of the Northwest Arkansas Detachment #854 of the Department of Arkansas.

**Section 410. Quorum.** The minimum number required to transact the regular and legal business of a Detachment Convention shall be a majority of the registered and elected officers in good standing of the Northwest Arkansas Detachment #854 of the Department of Arkansas.

**Section 415. Elections.**

a. The election of Detachment Officers shall be held as outlined in Section 2045 of the Northwest Arkansas Detachment #854 Administrative Procedures. The election of the Detachment Commandant, the Detachment Senior Vice Commandant, the Detachment Junior Vice Commandant, and the Detachment Judge Advocate shall be conducted in this order by a roll call vote. The Installation of Officers shall be at the call of the current Department Commandant.

b. A majority of the Detachment members votes cast at the Detachment meeting is required to elect the Detachment Commandant, Detachment Senior Vice Commandant, Detachment Junior Vice Commandant, and Detachment Judge Advocate. When a simple majority is not obtained on the first ballot, a second ballot will immediately commence after a caucus (not to exceed ten minutes). Should a majority fail to materialize on the second or successive ballots, the candidate with the least votes shall be dropped as a contender (after each ballot) until a simple majority is achieved.

**Section 420. Meetings.** The Detachment Meetings shall be convened once each calendar month during the third Monday of the month unless prevented by national emergency or other unpreventable cause. The time and place of the meeting shall be in accordance with the Detachment Administrative Procedures.

**Section 425. Parliamentary Authority.** The current edition of *Roberts Rules of Order Newly Revised* shall govern in all cases to which they are applicable and in which they are not in conflict with the Northwest Arkansas Detachment #854 Bylaws and Administrative Procedures, the Department of Arkansas Bylaws and Administrative Procedures, National Bylaws and National Administrative Procedures and any special rules of order the Northwest Arkansas Detachment #854 may adopt. In the event of a conflict, the ruling authority is the National Bylaws, then the National Administrative Procedures, then *Roberts Rules of Order Newly Revised* (latest revision).

## **ARTICLE V**

### **Membership**

The membership of the Northwest Arkansas Detachment #854 shall be organized in full compliance with guidelines and directives of ARTICLE V of the National Bylaws of the Marine Corps League.

## **ARTICLE VI**

### **Board of Trustees**

**Section 600. Composition.** The Northwest Arkansas Detachment #854 Board of Trustees shall be composed the following: (a) Detachment Commandant, (b) Detachment Senior Vice Commandant, (c) Detachment Junior Vice Commandant, (d) Detachment Judge Advocate, and (e) Junior Past Detachment Commandant.

**Section 605. Powers.** Between meetings, the powers and authority of the Detachment Board of Trustees shall be:

a. To exercise such powers and do such actions as are compatible with the Northwest Arkansas Detachment #854 of the Department of Arkansas Bylaws and the Detachment Administrative Procedures which are in the best interest of the Northwest Arkansas Detachment #854 of the Department of Arkansas;

b. To exercise executive power between Detachment Meetings;

c. To approve or disapprove the minutes of the Detachment Meetings at the next regularly scheduled meeting of the Detachment, only to the degree of correcting errors or omissions;

d. To approve all contracts, which shall then be signed by the Detachment Commandant and the Detachment Judge Advocate; and

e. To adopt administrative procedures to implement the Detachment Bylaws and to conduct the business of the Marine Corps League.

**Section 610. Detachment Elected Officers.** The Detachment Officers to be elected by the Detachment shall be: Detachment Commandant, Detachment Senior Vice Commandant, Detachment Junior Vice Commandant, and Detachment Judge Advocate as herein provided.

**Section 615. Detachment Elected Officers Term of Office.** The Detachment Commandant, Detachment Senior Vice Commandant, Detachment Junior Vice Commandant, and Detachment Judge Advocate shall be elected for a term of one (1) year and may stand for re-election one (1) consecutive additional year.

#### **Section 620. Vacancies of Department Officers**

a. **Order of Succession.** The order of succession to the office of the Detachment Commandant shall be; first, Detachment Senior Vice Commandant and second, Detachment Junior Vice Commandant.

b. **Detachment Commandant.** Should the Detachment Commandant's position become vacant, the Detachment Senior Vice Commandant, if agreeable, will serve as the new Commandant for the remainder of the term. If not agreeable, the Detachment Junior Vice

Commandant, if agreeable, will serve as the new Commandant for the remainder of the term. The new Commandant will be responsible for finding a replacement for their previous position with assistance and approval of the Detachment Board of Trustees.

c. **Detachment Senior Vice Commandant.** Should the Detachment Senior Vice Commandant position become vacant, the Detachment Junior Vice Commandant, if agreeable, will serve as the new Detachment Senior Vice Commandant for the remainder of the term. If not agreeable, the Detachment Commandant will be responsible for finding and appointing a replacement for the vacancy, with assistance and approval of the Detachment Board of Trustees.

d. **Detachment Junior Vice Commandant or Detachment Judge Advocate.** Should the Detachment Junior Vice Commandant or Detachment Judge Advocate position become vacant, the Detachment Commandant will be responsible for finding and appointing a replacement for the vacancy, with assistance and approval of the Department Board of Trustees.

e. **Other Detachment Officer(s).** Should any other elected or appointed position become vacant, the Detachment Commandant will be responsible for finding and appointing a replacement for the vacancy, with assistance and approval of the Detachment Board of Trustees.

f. **Causes for Vacancy.** In addition to death, resignation, or incapacity, a vacancy will occur through: (1) failure to attend two consecutive, officially called meetings of the Detachment Board of Trustees or (2) removal from office by disciplinary action in accordance with the National Administrative Procedures.

**Section 625. Duties of Detachment Board of Trustee Members.** Each member of the Detachment Board of Trustees shall acquire a working knowledge of the Northwest Arkansas Detachment #854 Bylaws and Administrative Procedures, the Department of Arkansas Bylaws and Administrative Procedures, and the National Bylaws and Administrative Procedures of the Marine Corp League. The specific duties of the Department Board of Trustees are:

a. **Detachment Commandant** shall be the Chief Executive Officer of the Northwest Arkansas Detachment #854 of the Department of Arkansas and shall preside at all sessions of the Detachment regular meetings and all meetings of the Detachment Board of Trustees. The Detachment Commandant, together with the Detachment Board of Trustees, shall have direction and control of the executive and administrative affairs of the Detachment between Department meetings. In addition, the Detachment Commandant shall:

(1) Observe and enforce the observance of the Congressional Charter the National Bylaws and Administrative Procedures, Department Bylaws and Administrative Procedures, and Northwest Arkansas Detachment #854 Bylaws and Administrative Procedures;

(2) Direct to all officers and members orders not in conflict with the National Bylaws and Administrative Procedures, Department Bylaws and Administrative Procedures, and Northwest Arkansas Detachment #854 Bylaws and Administrative Procedures;

(3) Call such meetings of the Board of Trustees as are required by the Northwest Arkansas Detachment #854 Bylaws and Administrative Procedures;

(4) Seek the advice of the Board of Trustees and Staff Officers;

(5) With the Detachment Paymaster, have custody of all funds and property of the Detachment, subject to the supervision of the Board of Trustees;

(6) With the advice and majority vote of the Board of Trustees, appoint the Staff Officers enumerated in Article VII;

(7) With the advice and consent of the Board of Trustees, appoint necessary standing committees. However, the "Department Marine of the Year Society" shall be constituted as provided in the Administrative Procedures; and

(8) Represent the Detachment at all social functions and ceremonies in a manner that will enhance the dignity, honor, and prestige of the Marine Corps League.

b. **Detachment Senior Vice Commandant** shall assist the Detachment Commandant and during the absence or illness of the Detachment Commandant perform the duties of that office. The Detachment Senior Vice Commandant will be designated the Detachment "Corporate Secretary" and shall be directly responsible to the Board of Trustees for that position.

c. **Detachment Junior Vice Commandant** shall create and promulgate membership incentives and programs that will produce enthusiastic response resulting in continuous membership growth. In the absence of the Detachment Commandant and the Detachment Senior Vice Commandant, they shall perform the duties of the Detachment Commandant. The Detachment Junior Vice Commandant will be designated the Detachment "Corporate Treasurer".

d. **Detachment Judge Advocate** shall interpret the National Bylaws and Administrative Procedures, Department of Arkansas Bylaws and Administrative Procedures, and the Northwest Arkansas Detachment #854 Bylaws and Administrative Procedures. They shall advise, construe, counsel, and render opinions on questions of law and procedure to the Detachment Meeting, Detachment Commandant, Detachment Board of Trustees, Detachment Staff Officers, and individual members when so required in the manner outlined hereafter. A copy of all rulings and opinions must be immediately submitted to the Detachment Adjutant for quarterly distribution.

(1) **At the Detachment Meetings**, upon the request through the Detachment Commandant, the Detachment Judge Advocate shall render an opinion on law and procedure to the Detachment Commandant whereupon the Detachment Commandant will rule upon the opinion and question, which ruling shall be final unless appealed by an approved member, whereupon the Detachment Judge Advocate will put the question "Shall the ruling of the Detachment Commandant be sustained?" A standing vote of approved members will be called and two thirds (2/3) of the total vote will be required to reverse the ruling of the Detachment Commandant.

(2) **At Detachment Board of Trustees meetings** the procedure outlined in Section 625d(1) above shall apply and two thirds (2/3) of the Detachment Board of Trustees present and voting will be required to reverse the ruling of the Detachment Commandant.

(3) **Questions Through Channels.** On all questions of law and procedure pertaining to the Marine Corps League or any of its subsidiaries referred to this office through channels, the Detachment Judge Advocate shall rule in writing, mailing copies of the ruling to the parties concerned and to the Detachment Commandant, the Department Commandant, National Judge Advocate, and National Commandant. Such rulings shall be binding unless and until reversed by the Detachment Board of Trustees, the Department Board of Trustees, the Department Convention, or the National Organization.

(4) **More Than One Office.** The Detachment Judge Advocate may not hold the office of Department Judge Advocate. If this be the case, then they shall resign from the lower office upon being sworn into the Department office.

(5) **Review and approve** Detachment Bylaws and Administrative Procedures.

e. **Junior Past Detachment Commandant** shall be a voting member of the Detachment Board of Trustees.

### **Section 630. Detachment Board of Trustees Meetings**

a. **Conduct of Business.** The conduct of business at all Detachment Board of Trustees meetings shall be governed by the National Bylaws and Administrative Procedures, the Department of Arkansas Bylaws and Administrative Procedures, and the Northwest Arkansas Detachment #854 Bylaws and Administrative Procedures. The rules in the current edition of *Roberts Rules of Order Newly Revised* shall govern the Detachment Board of Trustees meetings in all cases to which they are applicable and in which they are not in conflict with the Marine Corps League's National Bylaws and Administrative Procedures, Department of Arkansas Bylaws and Administrative Procedures, and any special rules of order the League may adopt. In the event of a conflict, the ruling authority is the National Bylaws, then the National Administrative Procedures, then the Department of Arkansas Bylaws, then the Department of Arkansas Administrative Procedures, then the Detachment Bylaws, then the Detachment Administrative Procedures, then *Roberts Rules of Order Newly Revised*.

b. **Recording of Minutes.** All Department Board of Trustees meetings must be properly recorded.

(1) The minutes at a minimum shall include but not limited to:

(a) Date, Time, and Location of the meeting.

(b) Purpose of the meeting.

(c) Members attending.

(d) Issues discussed.

(e) Action(s) taken.

(2) The minutes of all regularly scheduled and special meetings will be sent to the Detachment Adjutant for the filing of “official documents”.

(3) The minutes of the meetings will be sent to each Detachment officer. The Detachment shall ensure these minutes are available to each member. The exceptions to these minutes are matters that the Board of Trustees deemed unfinished, sensitive, and/or those matters that were discussed in “executive session”.

**Section 635. Quorum.** A majority of the Detachment Board of Trustees shall constitute a quorum.

**Section 640. Voting.** Each Detachment Board of Trustees member shall have one (1) vote. There shall be no proxy voting. The Detachment Judge Advocate shall abstain from voting on all matters wherein he has rendered an official opinion.

## ARTICLE VII Detachment Staff Officers

**Section 700. Composition of Detachment Staff.** The Detachment Staff Officers shall be comprised of the Detachment Board of Trustees, appointed Detachment Staff Officers, committee chairmen, liaison officers, and Past Detachment Commandants. The Detachment Staff Roster will consist of the Detachment Staff Officers, and Past Detachment Commandant.

**Section 705. Detachment Staff Officers.** Detachment Staff Officers shall acquire a working knowledge of the National Bylaws and National Administrative Procedures, Department of Arkansas Bylaws and Department of Arkansas Administrative Procedures, Northwest Arkansas Detachment #854 Bylaws and Northwest Arkansas Detachment #854 Administrative Procedures and shall act as assistants to the Detachment Board of Trustees. They shall perform the duties delineated in the Northwest Arkansas Detachment #854 Administrative Procedures.

a. **Adjutant/Paymaster or Adjutant and Paymaster** shall perform the duties delineated in the Administrative Procedures (Section 3020).

b. **Chaplain** shall perform the duties delineated in the Administrative Procedures (Section 3035).

c. **Sergeant-at-Arms** shall perform the duties as delineated in the Administrative Procedures (Section 3075).

**Section 715. Contracting Authority.** No Detachment officer, committee chairman, or other member of the Detachment shall enter into or sign any contract or agreement for the purpose of binding the Detachment without first submitting such contract or agreement to the Detachment Board of Trustees. All documents shall be forwarded to the entire Detachment Board of Trustees for approval, amendments, or rejections.

**Section 720. Vacancies.** A vacancy in an appointed office, a committee chairman, or a committee member shall be filled as soon as practical by the Detachment Commandant. All such appointments shall be approved by the Department Board of Trustees at the next scheduled meeting.



**ARTICLE VIII**  
**Divisions**

Reserved for future use.

**ARTICLE IX**  
**Detachments**

The Northwest Arkansas Detachment #854 of the Department of Arkansas shall be organized in full compliance with guidelines and directives of ARTICLE IX of the National Bylaws of the Marine Corps League.

**ARTICLE X**  
**Subsidiary Organizations**

The Subsidiary Organizations of the Northwest Arkansas Detachment #854 of the Department of Arkansas shall be organized in full compliance with guidelines and directives of ARTICLE X of the National Bylaws of the Marine Corps League.

## **ARTICLE XI**

### **Bylaws Amendments**

**Section 1100. Detachment Bylaws Amendments.** The Northwest Arkansas Detachment #854 of Arkansas Bylaws may be revised, amended, or repealed by a majority vote of the properly registered and approved members voting at a Detachment Meeting. The proposed revision, amendment, or repeal shall be submitted to the Detachment.

**Section 1105. Effective Date.** Each revision, amendment, or repeal of a provision of the Detachment Bylaws and the Department Administrative Procedures which is approved at a Detachment Meeting and does not provide for an effective date, will become effective upon the close of the Meeting at which it is approved.

**Section 1110. Detachment Bylaws Distribution.**

a. The Detachment Adjutant will provide at no cost a current edition of the Detachment Bylaws along with any published changes to each Detachment Trustee within 60 days from the date of the Meeting at which it was approved.

b. Any member of the Marine Corps League may purchase copies of the Detachment Bylaws from the Detachment Adjutant for the cost of printing the Bylaws plus postage. Electronic copies will be provided at no charge to any member requesting.

**Section 1115. Clerical Errors.** The Detachment Board of Trustees shall have the authority to identify, and with the advice and consent of the Detachment Judge Advocate, correct clerical errors in the Detachment Bylaws and the Detachment Administrative Procedures where the error is clearly evident and the correction shall make no material change to the intent, form, or function of the Bylaws or the Administrative Procedures in question.

**Section 1120. Detachment Administrative Procedures.**

a. Changes to the Detachment Administrative Procedures will be approved by the membership by majority vote at a Detachment Meeting. Recommendations for changes to the Detachment Administrative Procedures will be covered in that document.

b. Changes to the Detachment Administrative Procedures may also be approved by the Detachment Board of Trustees by majority vote when it is necessary for the operational needs of the Northwest Arkansas Detachment #854. These changes to the Administrative Procedures will be sent immediately to all Trustees. Amendments can be proposed to the changes made by the Board of Trustees to the Administrative Procedures.

## **ARTICLE XII**

### **Dissolution**

The Dissolution of Northwest Arkansas Detachment #854 of the Department of Arkansas shall be in full compliance with guidelines and directives of ARTICLE XII of the National Bylaws of the Marine Corps League.

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