

## SAMPLE UNIT STANDING RULES

1. Membership:
  - a. When a member has been a Senior member of this Unit for 50 years, the Unit will make this member an Honorary Life Member and the Unit will pay the yearly dues.
  - b. When a Junior member turns 18 and becomes a Senior Member, the Unit will pay the first year dues.
  - c. This Unit will pay the dues of any Member as needed at the discretion of the Membership chairman and Treasurer.
2. When an Auxiliary member passes away, \$20.00 and a card will be sent to the family or estate of the Auxiliary member.
3. This Unit may sponsor at least one girl to attend the ALA Badger Girls State Program from the MyTown High School District Area.
4. Spring Conference, Fall Meetings, and State Convention:
  - a. The Unit shall pay registration fees and \$7.00 for breakfast, \$9.00 for lunch, and \$12 for dinner.
  - b. Mileage will be paid, round trip, upon presentation of mileage as verified by MapQuest/GoogleMaps/etc.
  - c. If the meeting attendance involves an overnight stay because of location, payment of the room will depend on how many are going and passed at a Unit meeting prior to the conference.
  - d. These reimbursements would not include a Department Officer or Committee Chairman since they are reimbursed from the Department.
5. The Unit shall pay for supplies (such as stamps, copy paper, envelopes, etc.) upon submission of receipt.
6. The Unit will have Poppy Days annually on the Friday/Saturday prior to Memorial Day.
7. The Unit will invite all veterans/military to a Veterans' Day dinner sponsored by the Unit.
8. For the purpose of this Unit's annual reports ALL correspondence shall go through the President of the Unit.
9. There shall be two classes of membership, Senior and Junior. Senior membership shall be composed of members over the age of 18 under the eligibility listed in the Constitution. Junior membership shall consist of that group under the age of eighteen, whose activities shall be supervised by the Senior members. After the age of eighteen they shall automatically be admitted to the Senior membership with full privileges. If there are enough Junior members, they will meet separately.
10. Standing Rules are adopted by a majority vote and may be amended by a two-thirds (2/3) vote at any meeting, or if notice has been given, by a majority vote.

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Date Approved

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President or Secretary

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Constitution & Bylaws Chairman