

**PROGRAM: CONSTITUTION & BYLAWS**

Unit Annual Narrative Report 2022-2023

Department of Wisconsin

Submit to Department Headquarters by 4/15/23 only if you participated in any of these activities:

Unit # \_\_\_\_\_ District # \_\_\_\_\_

Name/Title (of person completing form) \_\_\_\_\_

Email Address \_\_\_\_\_ Phone: \_\_\_\_\_

1. How often do the members review the unit's Constitution and Bylaws? \_\_\_\_\_
2. When were the unit's Constitution and Bylaws last updated? \_\_\_\_\_
3. Did the unit update the membership eligibility requirements as revised by National in 2019?
  - a) to reflect only two war eras, per the LEGION Act  Yes  No
  - b) to change "wife" to "spouse"  Yes  No
  - c) to remove great-grandchildren and direct descendants  Yes  No
4. Did the unit update the Preamble section to change "the Great Wars" to "in all wars"?  Yes  No
5. Were the unit's Constitution & Bylaws reviewed by the Department Constitution & Bylaws Chairman?  Yes  No
6. Is the latest version of the unit's Constitution & Bylaws on file at Department Headquarters? (If not or not sure, please attach the latest version to this report.)  Yes  No
7. Does the unit have a Parliamentarian?  Yes  No
8. Does the unit use proper Parliamentary Procedure in conducting meetings?  Yes  No
9. Does the unit own a copy of Roberts Rules of Order Newly Revised, 12<sup>th</sup> Edition?  Yes  No
10. Does the unit own a copy of Roberts Rules of Order Newly Revised in Brief, 2<sup>nd</sup> Edition?  Yes  No

**Please list any additional information you would like to share regarding the unit's Constitution & Bylaws**  
(continue on the back or add a separate piece of paper if necessary).

Please complete and return by **APRIL 15, 2023** to:

American Legion Auxiliary, Dept of Wisconsin  
PO Box 140, Portage WI 53901-0140