

THE CONSITUTION AND BY-LAWS OF
THE AVENUE OF FLAGS
ARE HERE BY REVISED
AND THE ADOPTION APPROVED
THE TWENTY SECOND DAY OF MAY 2017

The original Constitution and By-Laws are to be placed in the Post Home safe located at 506 Washington St., Concordia, Ks. 66901

Copies to:

Chairman of the committee

Members of the committee

To the minutes of the meeting dated May 22, 2017

CONSTITUTION OF THE AVENUE OF FLAGS

ARTICLE I NAME

Section 1. This committee shall be known as the Avenue of Flags Committee.

ARTICLE II MEMBERS

Section 1. The governing body shall consist of committee members from each of the following organizations:

1. American Legion #76
2. American Legion Auxiliary #76

Section 2. Each Commander and President of the Two (2) organizations shall serve on the committee.

Section 3. The following programs of the organizations shall be members and appoint one member to serve on the committee:

1. Sons of The American Legion #76
2. American Legion Riders #76

ARTICLE III AMENDMENTS

Section 1. This Constitution may be amended at any committee meeting by a vote of three-fourths of the members of said committee attending such regular meeting.

BY-LAWS OF THE AVENUE OF FLAGS

ARTICLE I

- Section 1. The committee existing under these By-Laws is to be known as the Avenue of Flags Committee.
- Section 2. The objects of this committee are as set forth in the Constitution.

ARTICLE II MANAGEMENT

- Section 1. Election of Officers shall be held at the first meeting in May of each year.
- Section 2. The election of officers shall be a Chairman, Vice Chairman, and Secretary/Treasurer.
- Section 3. The Chairman shall appoint a sub-committee as need with the approval of the Ave. of Flags Committee. The committee to consist of not less than three (3) members. The committee shall dissolve at it completion of its mission or at the next election of Officers.

ARTICLE III DUTIES OF OFFICERS

- Section 1. **DUTIES OF CHAIRMAN** – It shall be the duty of the Chairman to preside at all meetings of the committee and to have general supervision over the business and affairs of the committee. The Chairman shall approve all orders directing the disbursement of funds so voted by the Avenue of Flags Committee present and voting.
- Section 2. **DUTIES OF VICE CHAIRMAN** – The Vice Chairman shall assume and discharge the duties of the office of the Chairman in the absence or disability of, or when called upon by the Chairman.
- Section 3. **DUTIES OF SECRETARY/TREASURER** – Secretary shall record the proceeding of all meetings, keep such records as the committee may require, post all events for Memorial Day/Veterans Day, and handle all correspondence. Treasurer shall have charge of all finances and see that they are safely deposited in a bank and report the condition of the

finance to the committee, with such recommendations as may deem necessary for the transfer of funds from the Two (2) organizations with which to carry on the activities of the Avenue of Flags. The Treasurer shall obtain such security bond in such sum as shall be fixed by the Avenue of Flags Committee. The Treasurer shall sign all checks disbursing the moneys of the Avenue of Flags at the direction of the Avenue of Flags Committee and the Chairman shall countersign all checks. The Treasurer shall keep a strict and accurate account of all transactions, receipts and expenditures, and shall deliver to his/her successor all vouchers, books and papers belonging to the Avenue of Flags Committee. The Chairman shall, at the first meeting in May appoint a committee of three members to audit the books of the Treasurer before the election of Officers takes place.

ARTICLE IV STANDING COMMITTEES

- Section 1. The Chairman, immediately upon taking office each year, should appoint the following standing committees: Flag Custodian and any other committee that may be deemed necessary. Such standing committees shall consist of such members and the chairman thereof, as shall be designated by the Chairman and subject to the confirmation of the Avenue of Flags Committee.

ARTICLE V MEETINGS

- Section 1. The committee shall meet four times a year, three weeks and one week before Memorial Day and Veterans Day at 7:30pm at the American Legion Post Home.
- Section 2. The Chairman may call a special meeting when necessary.

ARTICLE VI FLAG CUSTODIAN

- Section 1. **DUTIES OF THE FLAG CUSTODIAN** – Shall assign a number to each flag/request form received from a Veterans Family when a request form is received and recorded. The history of each deceased Veteran shall be kept in a permanent file (two records of each) one to be on file with the Flag and one to be in the committee files. Maintain the Name Board keeping the list of all deceased Veterans up to date. All even number flags are to be placed in the VFW case and all odd number flags to be placed in the Legion case.

ARTICLE VII CUSTODY OF FLAGS

Section 1. The Avenue of Flags Committee shall have custody of the flags, but the Deceased Veterans Family and/or immediate Family shall retain ownership of the Flag and has the right to the Flag at any time.

ARTICLE VIII

Section 1. The Avenue of Flags Committee recommends that the first four (4) Avenue of Flags shall be:

1. Martin – LeSage flags – Veterans of Foreign Wars #588
2. Davies – Crook flags – American Legion #76

ARTICLE IX AMENDMENTS

Section 1. These By-Laws may be amended at any committee meeting by a vote of three-fourths of the members of said committee attending such regular meeting.