

## The American Legion Department of Michigan

### STATE CONVENTION RULES

**Rule 1.** The Credentials Committee, directly after the opening ceremonies of the first business meeting, shall report the number of Delegates and Alternate Delegates registered as present with proper credentials, and shall make a supplementary report whenever the number of authorized delegates changes.

**Rule 2 (a).** Delegates, duly elected and certified by the Posts of the Department of Michigan, shall be members of the Convention and have both voice and vote at all sessions of the Convention.

**Rule 2 (b).** Alternates shall have all the privileges of delegates except the privilege of voting on the Convention floor if the delegate is present. If the delegate is absent, the alternate may vote in place of the delegate.

**Rule 3.** Admission to the floor of the Convention shall be confined to delegates and alternates only except for special guests recognized by the Department Commander. Guest are allowed to sit with their District on the floor, without voice or vote.

**Rule 4.** The Department Adjutant, in the opening session, or as soon thereafter as is practical, shall certify to the Credentials Committee the standing of the various Districts in regard to membership as of 30 days prior to the opening session of the prior year's Convention, which will determine roll call order and convention seating.

**Rule 5.** Members of the Department Executive Committee, save the Department Adjutant, are entitled to all privileges of delegates.

**Rule 6.** When a delegate desires to make a motion or address the Convention, the delegate shall first address the Chair as Commander, state his/her name and number of his/her District and Post before proceeding.

**Rule 7.** No delegate shall speak in debate more than once on the same question without consent of the Convention. The debate shall be limited to two minutes for each speaker on any subject, except by consent of the Convention.

**Rule 8.** The Commander may require that only two delegates from any one District shall be permitted the floor on any one subject, except with the consent of the Convention. In this event, where disagreement exists with a District, one delegate shall be permitted to speak on each side of the question.

**Rule 9.** Delegates and persons recognized by the Department Commander shall be entitled to a respectful hearing and the Chair shall have the authority to clear the floor or have the Sergeant-at-Arms escort from the auditorium any person or persons who may create any disturbance which interferes with the orderly procedure of the Convention.

**Rule 10.** Voting shall be by oral vote unless otherwise provided for in these rules, except that a roll call may be demanded by any delegate, provided that such demand for roll call be supported by a majority vote of the delegates present.

**Rule 11.** Any question on appropriation of funds, dues or assessments shall be by roll call vote.

**Rule 12.** The adoption of any amendments to the Department Constitution and By-Laws shall be a roll call vote, and shall require a two-thirds majority. Only those amendments, which have been transmitted to all Posts of the Department at least 60 days prior to the Convention, may be considered.

**Rule 13.** Chairperson of each District delegation on the floor shall announce the vote of the delegation, such Chairperson to be chosen by each delegation. A delegate has the right to challenge the vote of his/her own District or Post.

**Rule 14.** When a poll of any District or Post is demanded by a delegate of any such District or Post, the Department Adjutant shall take a roll call vote in that delegation without discussion. However, in the event of there being no one present to cast the vote of the Post when a District is being polled, the

number of votes to which the Post is entitled shall be pro-rated between the total majority and minority votes of the District. Similarly, when no individual delegate of a Post is present to cast his/her vote, when the poll of a Post is demanded, such vote shall be pro-rated, fractionally, if necessary, with the majority and minority of Posts.

**Rule 15.** Any District or Post, which passes on any question, may have only two further opportunities to vote before the poll is closed. Districts or Posts abstaining on any question will not have a further opportunity to vote on the question.

**Rule 16.** The election of Department Officers shall be roll call vote of the Districts. Election of officers shall be in the following order: Department Commander, Department Vice Commanders, Department Finance Officer, Department, Sergeant-at-Arms and, when applicable, National Executive Committeeman and Alternate National Executive Committeeman.

**Rule 17.** A special order of business shall provide for the election of Department Officers Sunday at 12 o'clock noon, or at such time before noon, when all other business to come before the Annual Department Convention shall have been completed.

**Rule 18.** Nominations for Department Officers may be by roll call of the Districts. Nomination speeches shall be limited to 5 minutes each. Not more than one seconding speech shall be made for each candidate. This is not to exceed two minutes.

**Rule 19.** In the event that more than two candidates are nominated for any office, the candidate elected shall have received the plurality of votes cast. This includes the election of Department Zone Commanders at Zone Caucuses.

**Rule 20.** The function of the Zone Caucus shall be to select a Department Zone Commander. The Zone Caucus shall organize and select a Chairman and a Secretary and shall make its own rules, abiding by Article X of the Department Constitution. The choice of the caucus for Zone Commander shall be reported to Convention Headquarters Office on the forms provided to the caucus chairman by the Department Adjutant. After the election of the Department Commander, the Zone Commanders shall thereby be reported to the Convention floor for confirmation. The action of the Convention Delegates shall be final.

**Rule 21.** Reports of officers and chairpersons of standing Department Committees published in the Michigan Legionnaire in accordance with Article VIII, Section 1 of the Department By-Laws shall not be required to be read to the Convention. Any supplemental reports shall be read. The reports shall be entered in their entirety in the minutes, and shall be filed with the Adjutant for publication in the Department History. Any reports germane to the business of any Convention Committee shall be transmitted to such committee for its guidance and action.

**Rule 22.** The Convention Committees listed below are approved by the Rules Committee and this Convention and shall meet at the designated time and place to conduct such business as may properly come before them. Each District shall select one representative who shall be a Delegate for each Convention Committee. The Convention Committees are as follows: Americanism (includes Baseball, Education and Scholarship, American Legion Boys State, Law and Order), Children and Youth, Constitution and By-Laws, Credentials, Finance, Legislative, Membership & Post Activities (w/Post Development), National Security and Foreign Relations (includes Blood, Eye, and Vital Organs Bank), Media & Communications, Rules, Reconnect, Veterans Affairs and Rehabilitation (with VAWS/VHVS and VE&E).

**Rule 23 (a).** All resolutions must be presented in writing to the Department Adjutant and by him referred to the Department Resolutions Assignment Committee and by it assigned to the proper Convention Committee without debate, not later than adjournment of the Saturday session, except that the resolution may be permitted after said time at the discretion of the Department Commander, and/or by a majority vote of the Department Convention.

**Rule 23 (b).** NO RESOLUTION WILL BE ALLOWED CONSIDERATION ON THE FLOOR OF THE CONVENTION,

UNLESS THE ORIGINAL RESOLUTION, WHICH IS PART OF THE CONVENTION COMMITTEE CHAIRMAN REPORT, BEARS THE OFFICIAL SLIP OF THE RESOLUTION ASSIGNMENT COMMITTEE.

**Rule 24.** The report of the Permanent Time and Place Committee and selection of the time and place of the next Department Convention shall be made a special order of business and be made prior to the election of officers.

**Rule 25.** In order to expedite the actual business of the Convention, the Department Commander will use their discretion in allotting time for the introduction of, and remarks by distinguished guests.

**Rule 26.** Any of these Convention Rules may be suspended for a particular, specific purpose except Rule 12, 20, and 21, which are specifically delineated by Department Constitution and By-Laws.

**Rule 27.** On all questions of Rules and Order not governed by the above Convention Rules, Robert's Rules of Order; Newly Revised, shall apply.

**Rule 28.** Require each District to elect a Chairman, Vice Chair, and Secretary at District Caucus.

**Rule 29.** Candidates must be escorted by a delegate or the Sgt at Arms only to the stage.

**UPDATED PER RULES CONVENTION COMMITTEE AND DELEGATES AT THE 2023  
DEPARTMENT CONVENTION**