



## AMERICAN LEGION POST 250 STANDING RULES



The following Standing Rules are promulgated and required to be followed at all times, as agreed upon by the Post 250 Executive Board.

1. All Cell Phones and other electronic devices shall be silenced during meetings.
2. No misconduct or foul language are allowed during meetings. Personal courtesy will be abided by each member at all times while representing the American Legion.
3. The Post 250 Commander shall be limited to \$500.00 per monthly expenditure without the Post Executive Board approval. These expenditures shall be reported at the next Executive Board meeting.
4. All requests for expenditures reimbursement with receipts must be submitted to the Post Finance Officer or Post Commander within seven (7) working days of the purchase.
5. The Post 250 Commanders Office shall be OFF LIMITS to all personnel with the only Exception of those Authorized.
6. **RESPECT**: When someone is speaking, respect that person and allow them to complete their thoughts without interruption. Should you have comments, please wait until you are recognized before you begin speaking. Common courtesy prevails during all meetings.
7. All Executive Board members elected and/or appointed shall be voting members. The Post Commander will be a voting member in case of a tie.
8. Three (3) unexcused absences in a row will be considered a resignation from the Executive Board and the American Legion Post 250 Elected or Appointed position.
9. Departing during an organized meeting, either Executive Board or General Membership Meeting, is unacceptable. Two (2) separate incidences, without Commanders or Chairpersons approval, will be considered a resignation from the Executive Board and the American Legion Post 250 Elected or Appointed position.
10. The Post 250 Adjutant shall read the previous Executive Board and General Assembly Meeting approved minutes at the beginning of the next Executive Board and General Assembly meetings.
11. The Post Adjutant will maintain a record of motions through Meeting Minutes electronically on the Commanders Portable Hard drive and on the Post website.

Adopted and approved by Post 250 Executive Board on this 16<sup>th</sup> day of January 2025.

John Ruark Date: 1/15/2025  
Post 250 Judge Advocate

Don. James Date: 1/15/2025  
Post 250 Commander