




**Department of Tennessee
Marine Corps League**
Established by an Act of Congress - 4 August 1937

24 February 2022

From: Glen Barry Evans, PDC
To: Judge Advocate, Department of Tennessee
Ref: a) ARTICLE XII, SECTION 1200, Department of Tennessee Bylaws
b) CHAPTER TWELVE, SECTION 12000, Department of Tennessee Administrative Procedures
Subj: Amendments of Department of Tennessee Bylaws and Administrative Procedures
Encl: 1) Proposed Amendment to ARTICLE IV, SECTION 405
2) Proposed Amendment to ARTICLE V, SECTION 515, PARAGRAPH A
3) Proposed Amendment to ARTICLE V, SECTION 515, PARAGRAPH C
4) Proposed Amendment to ARTICLE VI, SECTION 600
5) Proposed Amendment to ARTICLE IX, SECTION 925
6) Proposed Amendment to ARTICLE X, SECTION 1040
7) Proposed Amendment to CHAPTER TWO, SECTION 2075
8) Proposed Amendment to CHAPTER FOUR, SECTION 4015
9) Proposed Amendment to CHAPTER FIVE, SECTION 540
10) Proposed Amendment to CHAPTER SIX, SECTION 6045
11) Proposed Amendment to CHAPTER SIX, SECTION 6065
12) Proposed Amendment to CHAPTER SEVEN, SECTION 7000
13) Proposed Amendment to CHAPTER TEN, add new SECTION 10018
14) Proposed Amendment to CHAPTER TEN, SECTION 10020

In accordance with the References, the enclosed Proposed Amendments to the Department of Tennessee Bylaws and the Department of Tennessee Administrative Procedures are submitted.

Semper Fidelis


Glen Barry Evans, PDC

Chief of Staff

Department of Tennessee

Marine Corps League

Et al.



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From: Glen Barry Evans, PDC

To: Judge Advocate, Department of Tennessee

Ref: ARTICLE XII, SECTION 1200, Department of Tennessee Bylaws

Subj: Amendment of Department of Tennessee Bylaws

In accordance with the Reference, the below Amendment to the Department of Tennessee Bylaws is proposed.

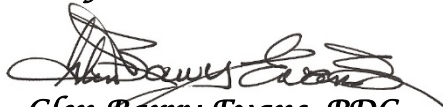
1. Amend, SECTION 405, ARTICLE IV, correcting the dates, so that and the first sentence reads as below:

SECTION 405. DEPARTMENT CONVENTION: The Department Convention shall meet once each calendar year, between 1 April and 30 June, unless prevented by National Emergency or other unpreventable cause. . .

New dialogue is highlighted.

RATIONAL: To conform to the 2021 changes to the National Bylaws.

Semper Fidelis


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**Department of Tennessee
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21 February 2022

From: Glen Barry Evans, PDC

To: Judge Advocate, Department of Tennessee

Ref: ARTICLE XII, SECTION 1200, Department of Tennessee Bylaws

Subj: Amendment of Department of Tennessee Bylaws

In accordance with the Reference, the below Amendment to the Department of Tennessee Bylaws is proposed.

1. Delete Paragraph A, Section 515, ARTICLE V, and replace it with the following:

A. **REGULAR MEMBERSHIP.** Only the following may be Regular Members of the MCL:

1. **Marines** who are serving or have served honorably* in the United States Marine Corps or the United States Marine Corps Reserve.

2. **U.S. Navy Personnel,**

(a) Who are serving or have served honorably* in the United States Navy and who have trained with Marine FMF units in excess of ninety (90) days and earned the Marine Corps Emblem device worn on the Service Ribbon, (i.e.: Southwest Asia Service Medal, Vietnam Service Medal, Armed Forces Expeditionary Medal, etc.) or

(b) Who earned the Fleet Marine Force Enlisted Warfare Specialist Device (FMFEWS) (1 Oct 2006 to present) or the Fleet Marine Force Officer (FMFQO) Insignia (1 Jan 2006 to present) which must be noted on the DD214 form, an Award of the Fleet Marine Force Ribbon (FMF Ribbon) (1 Sept 1984-30 Sept 2006). The FMFEWS or FMFQO insignia may serve as prima facie evidence of eligibility.

(c). U. S. Navy Personnel who served in Marine Corps FMF Units prior to 1 September 1984 or have not served in an area that qualified for overseas service ribbon(s) could still be qualified for Regular Membership. In these cases, the Detachment is required to determine the eligibility of the individual using whatever records and assistance are available.

New wording is highlighted.

RATIONAL: To conform to the 2021 changes to the National Bylaws.

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From: Glen Barry Evans, PDC
To: Judge Advocate, Department of Tennessee
Ref: ARTICLE XII, SECTION 1200, Department of Tennessee Bylaws
Subj: Amendment of Department of Tennessee Bylaws

In accordance with the Reference, the below Amendment is proposed.

1. Add Sub-Paragraph 4. to Paragraph C, Section 515, ARTICLE V, so that the Paragraph reads:

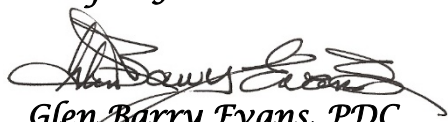
C. HONORARY ACTIVE DUTY MEMBERSHIP:

1. The Department and its Detachments may, at the discretion of the respective Commandant, issue Honorary Membership to Active Duty and qualified U. S. Navy Personnel, free of charge, for the entire period of their active military service.
2. Honorary Active Duty Members will be entitled to the rights, privileges and benefits available to a Regular Member, except for receipt of the official printed publication but will be eligible to obtain a copy of the official publication on line at no charge.
3. Members in this category will not be counted as an eligible voting Delegate or Alternate Member in accordance with the Department Administrative Procedures, Chapter Two, Section 2020, nor will this category of membership be eligible to hold an Elective Office in the Marine Corps League.
4. Members in this Category will not be listed in the MCL Database and will not show up on the Detachment Roster, and will have the same voting restrictions as listed n Article V, Section 515, Paragraph B.3 for Associate Members..

New dialogue is highlighted.

RATIONAL: To conform to the 2021 changes to the National Bylaws.

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From: Glen Barry Evans, PDC

To: Judge Advocate, Department of Tennessee

Ref: ARTICLE XII, SECTION 1200, Department of Tennessee Bylaws

Subj: Amendment of Department of Tennessee Bylaws

In accordance with the Reference, the below Amendment to the Department of Tennessee Bylaws is proposed.

1. Amend SECTION 600, ARTICLE VI by adding a Paragraph C. to that Section that reads as below.

SECTION 600.- COMPOSITION

- C. No Elected Officer of the Department may hold more than one Elected Office in the Department and the Department Junior Past Commandant may not hold an Elected Office in the Department
-

New dialogue is highlighted.

RATIONAL: To conform to the 2021 changes to the National Bylaws.

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Subj: Amendment of Department of Tennessee Bylaws

In accordance with the Reference, the below Amendment to the Department of Tennessee Bylaws is proposed.

1. Amend, SECTION 925, ARTICLE IX by adding Paragraph I, as reads below.

SECTION 925 - DISPOSITION OF DEPARTMENT FUNDS

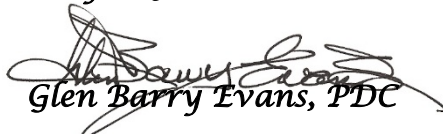
...

- I. Specific procedures for payment of expenditures and reimbursements are contained in CHAPTER SEVEN, SECTION 7000 of the Department Administrative Procedures.
-

New dialogue is highlighted.

RATIONAL: To provide a link to the reference for the procedures.

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Subj: Amendment of Department of Tennessee Bylaws

In accordance with the Reference, the below Amendment to the Department of Tennessee Bylaws is proposed.

1. Amend, SECTION 1040, ARTICLE X by adding a sentence so that the Section reads as below.

SECTION 1040. DETACHMENT BOARD OF TRUSTEES: The elected officers of a Detachment shall be its Board of Trustees. However, a Detachment is authorized to appoint the outgoing Past Commandant or another Past Detachment Commandant as Junior Past Detachment Commandant to serve a one-year term as a Voting Member of the Detachment Board of Trustees. **No Elected Officer of the Detachment may hold more than one Elected Office in the Detachment, and the Junior Past Commandant may not hold an Elected Office in the Detachment**

New dialogue is highlighted.

RATIONAL: To conform to the 2021 changes to the National Bylaws.

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AP 1

22 February 2022

From: Glen Barry Evans, PDC
To: Judge Advocate, Department of Tennessee
Ref: CHAPTER TWELVE, SECTION 12000, Department of Tennessee Administrative Procedures
Subj: Amendment of Department of Tennessee Administrative Procedures

In accordance with the Reference, the below Amendment to the Department of Tennessee Administrative Procedures is proposed.

1. Amend CHAPTER TWO, SECTION 2080 by inserting a new Paragraph B., as follows:

SECTION 2075: BIDS FOR A DEPARTMENT CONVENTION

...

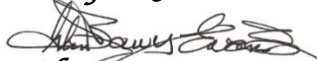
B. The Host Detachment, in collaboration with the Department Convention Committee, will provide the Delegate Registration, Individual Registration and Program Book information. Preferably this will be presented at the Board of Trustees Meeting at the Convention prior to the Convention they are Hosting. By the date of the Department Fall Conference the Host Detachment, should have fixed the location, the hotel and the room rates should have fixed. The complete information should be provided and published on the Department Web Site no later than 1 January prior to the Convention they are Hosting. Appendices 9, 10 and 11 to the Department Bylaws and Administrative Procedures should be used as guides and in addition to the Department Web Site, Direct Mail, and other means of opportunity should be considered for dissemination. The Convention Schedule (See Appendix 12) will be added to the posting following its approval by the Department Commandant.

Renumber the existing Paragraphs B, C, D and E of **SECTION 2075** as Paragraphs C, D, E and F, respectively.

New dialogue is highlighted.

RATIONAL: "Tradition" is recognized by Parliamentary Authorities as a valid set of guidelines for the conduct of business. However, when those guidelines become hazy due to new personnel who have not been part of the development of those traditions, they need to be added to the written documentation.

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AP 2

22 February 2022

From: Glen Barry Evans, PDC
To: Judge Advocate, Department of Tennessee
Ref: CHAPTER TWELVE, SECTION 12000, Department of Tennessee Administrative Procedures
Subj: Amendment of Department of Tennessee Bylaws

In accordance with the Reference, the below Amendment to the Department of Tennessee Administrative Procedures is proposed.

1. Amend ,CHAPTER TWO, as follows:

SECTION 4015: DIVISION ALIGNMENT:

Move *Sequatchie County* from Paragraph **A.** **EAST TENNESSEE DIVISION:** to

Paragraph **B.** **MIDDLE TENNESSEE DIVISION:**


and add

SECTION 4020: Appendix 25 is a map of Tennessee with the Three Grand Divisions marked.

New dialogue is highlighted.

RATIONAL: To conform to the current alignment of the Three Grand Divisions specified in the Tennessee Code.

Semper Fidelis


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AP 3

22 February 2022

From: Glen Barry Evans, PDC
To: Judge Advocate, Department of Tennessee
Ref: CHAPTER TWELVE, SECTION 12000, Department of Tennessee Administrative Procedures
Subj: Amendment of Department of Tennessee Administrative Procedures

In accordance with the Reference, the below Amendment to the Department of Tennessee Administrative Procedures is proposed.


Amend SECTION 5040 of CHAPTER FIVE of the Department Administrative Procedures so that it reads as follows:

SECTION 5040: ADDITIONAL DETACHMENT: When a Charter is sought for a Detachment which is to be located within the same State and 25 straight-line miles from another Detachment's original charter location, the written consent of the existing Detachment shall accompany the application. Should such existing Detachment disregard a request for consent, or refuse consent, the Department Commandant, employing discretion, may approve and recommend the granting of such charter. In the event the Department Commandant fails to act or refuses grant approval of the proposed new Detachment, an appeal may be made to the National Board of Trustees for its consideration and action. The action of the National Board of Trustees shall be conclusive.

New wording is highlighted.

RATIONAL: To conform to new requirements in the National Administrative Procedures.

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AP 4

22 February 2022

From: Glen Barry Evans, PDC
To: Judge Advocate, Department of Tennessee
Ref: CHAPTER TWELVE, SECTION 12000, Department of Tennessee Administrative Procedures
Subj: Amendment of Department of Tennessee Administrative Procedures

In accordance with the Reference, the below Amendment to the Department of Tennessee Administrative Procedures is proposed.

Modify Paragraph B and insert a new Paragraph C into SECTION 6045 of CHAPTER SIX of the Department Administrative Procedures to read as follows:

SECTION 6045: – LIFE MEMBERS:

...

- B. The Detachment may develop a program for the Individual Member to pay for Life Membership in incremental stages over a given period of time, However, when the payment is submitted to National Headquarters, it will be the full Life Membership Dues with no discounts, no rebates, and no installment plan, whether such fee is paid by the Individual or awarded
- C. Should a Marine Corps League member choose to become a member in multiple Detachments, they must become a member in good standing by paying Annual Dues and then Life Membership Dues in each additional Detachment, if they so desire.

Renumber the existing Paragraph C. as Paragraph D.

RATIONAL: To allow a Detachment develop a program suitable to their situation and needs concerning new Life Memberships that is not in conflict with the National Bylaws and Administrative Procedures..

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AP 5

22 February 2022

From: Glen Barry Evans, PDC
To: Judge Advocate, Department of Tennessee
Ref: CHAPTER TWELVE, SECTION 12000, Department of Tennessee Administrative Procedures
Subj: Amendment of Department of Tennessee Administrative Procedures

In accordance with the Reference, the below Amendment to the Department of Tennessee Administrative Procedures is proposed.

1. Amend Section 6065, CHAPTER SIX, so that the Section reads as follows:

SECTION 6065: DEATH OF A MEMBER OF THE MARINE CORPS LEAGUE:

A. Upon notification of the demise of any member, the Detachment Chaplain shall:

1. Immediately contact the family of the deceased Member for the purpose of offering any assistance and presenting expressions of condolence.
2. Without delay, report the death of the Member *directly* to both the National Chaplain and Department Chaplain (if applicable). The report will cite the full name of the deceased, name, address, and phone number of next of kin (if applicable), and any known funeral arrangements.
3. Utilize the "Notice of Death" form. (See AP Enclosure (8) as an example.) The *Notice of Death* forms are available as a Fillable PDF form in the Members Library on the MCL National Website) This form will be filled out and the Detachment Chaplain shall print five (5) copies. The Detachment Chaplain will retain one (1) copy and forward the balance by USPS to the Department Chaplain. The Department Chaplain will retain one (1) copy and forward one (1) copy to the Division Chaplain and one (1) copy to the National Chaplain.
4. As an alternative, the Detachment Chaplain may forward the *Notice of Death* form to the Department Chaplain as an Attachment to EMail. Using this alternative, the Department Chaplain will then forward the form to the both the Division Chaplain and the National Chaplain as an Attachment to EMail.
5. The Detachment Chaplain will also provide a printed copy of the *Notice of Death* form to the Detachment Paymaster (Adjutant-Paymaster) who will make an entry on the next Transmittal indicating the name and information of the deceased member. A copy of the *Notice of Death* will be attached to the Transmittal as a source document for proof of death to the National Membership Manager. The National Membership Staff will ensure the deceased person is removed from the Detachment Roster.

B. It shall be the duty of all members of the Marine Corps League who are not prevented by distance or unavoidable cause to attend the funeral services of a deceased Member. To this end, the Detachment Commandant with assistance of the Detachment Chaplain and Adjutant-Paymaster shall develop a plan to notify Detachment members in a timely manner.

2. New dialogue is highlighted.

RATIONAL: To conform to the 2021 changes to the National Bylaws.

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AP 6

22 February 2022

From: Glen Barry Evans, PDC
To: Judge Advocate, Department of Tennessee
Ref: CHAPTER TWELVE, SECTION 12000, Department of Tennessee Administrative Procedures
Subj: Amendment of Department of Tennessee Administrative Procedures

In accordance with the Reference, the below Amendment to the Department of Tennessee Administrative Procedures is proposed.

1. Amend CHAPTER SEVEN, Section 7000 by deleting the current Paragraph F and inserting a new Paragraph F, as follows:

SECTION 7000: GENERAL FISCAL AND FINANCIAL:

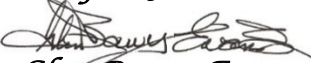
...

- F. Each expenditure or reimbursement drawn on the Department Account(s) must comply with the below requirements.
 1. Each expenditure or reimbursement paid by Check shall require the signature(s) of Officer(s) designated in Article IX of the Department Bylaws as certified to handle Department Funds.
 2. Each expenditure or reimbursement made by Check Card will require that the Bank Transaction be printed and annotated so that the date, the name of the recipient and amount are clearly shown, and it must be signed by the originator.
 3. Each expenditure or reimbursement made by Electronic Transfer of Funds shall normally be originated only by the Department Paymaster, and that the Bank Transaction be printed and annotated so that the date, the name of the recipient and amount are clearly shown, and it must be signed by the originator.
 4. Only the Department Commandant and the Department Paymaster are authorized to hold Check Cards for the Department Accounts.

New dialogue is highlighted.

RATIONAL: As we move forward financially, we are proceeding more into the Digital Applications that have procedures and requirements over and above what is required to draft a check. This is intended to provide for those procedures and requirements.

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AP 7

22 February 2022

From: Glen Barry Evans, PDC
To: Judge Advocate, Department of Tennessee
Ref: CHAPTER TWELVE, SECTION 12000, Department of Tennessee Administrative Procedures
Subj: Amendment of Department of Tennessee Administrative Procedures

In accordance with the Reference, the below Amendment to the Department of Tennessee Administrative Procedures is proposed.

Insert a new SECTION 10018 into CHAPTER TEN of the Department Administrative Procedures to read as follows:

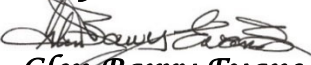
SECTION 10018 – DEPARTMENT OF TENNESSEE ASSOCIATE OF THE YEAR.

- A.** The **Associate of the Year** will be chosen by the **Marine of the Year Society** of the Department, in the same manner as the **Marine of the Year**. An **Associate of the Year Society** will be established when a minimum of three (3) Associates of the Year have been selected and are able to serve in that capacity at succeeding Department Conventions.
- B.** Until an **Associate of the Year Society** is formally established for the Department of Tennessee, the same guidelines listed on SECTION 10015 of this CHAPTER for the **Marne of the Year** will apply, except that Nominations, correspondence and questions will be addressed or directed to the **Associate of the Year Society**.
- C.** Detachments within the Department of Tennessee are authorized to select an **Associate of the Year** in this manner by adding the appropriate instructions into their Bylaws.

New text is highlighted.

RATIONAL: To begin establishment of the new Award authorized by National within the Department

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Chief of Staff
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Department of Tennessee
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AP 8

24 February 2022

From: Glen Barry Evans, PDC
To: Judge Advocate, Department of Tennessee
Ref: CHAPTER TWELVE, SECTION 12000, Department of Tennessee Administrative Procedures
Subj: Amendment of Department of Tennessee Administrative Procedures

In accordance with the Reference, the below Amendment to the Department of Tennessee Administrative Procedures is proposed.

1. Change the title of the existing SECTION 10020 in CHAPTER TEN of the Department Administrative Procedures to:

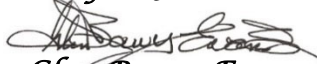
**SECTION 10020: GUIDELINES FOR DETACHMENT MARINE OF THE YEAR AND
ASSOCIATE OF THE YEAR PROGRAMS:**

2. Edit wording of SECTION 10020 in CHAPTER TEN of the Department Administrative Procedures so as to insert the Associate of the Year program into the Guidelines without changing the content or context of the existing Section.
-

New text is highlighted.

RATIONAL: To begin establishment of the new Award authorized by National within the Department

Semper Fidelis


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Chief of Staff
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