

American Legion Auxiliary
Department of California



Constitution and Bylaws- District End of Year Report for 2021-2022

District # _____ No. Of Units _____ Number of Units Reporting _____

District Chairman: _____

Phone #: _____ Email: _____

1. Will the District rewrite its Bylaws this year? Yes/No How Many Units Reported rewrites _____
2. Will the District amend its Bylaws this year? Yes/No How Many Units Reported Amendments _____
3. Has the District reviewed/studied the Bylaws this year? Yes ____ No ____
If so how? _____
4. Number of Units reported reviewing their Bylaws? _____
5. Does the District have Standing Rules? Yes ____ No ____
 - a. Will the Standing Rules be revised this year? Yes ____ No ____
 - b. If not revised were the Standing Rules studied or reviewed? Yes ____ No ____
Explain _____
6. Are the Constitution and Bylaws and Standing Rules in a procedure book for the;
 - a. District President Yes ____ No ____ How Many Units Reported _____
 - b. Secretary Yes ____ No ____ How Many Units Reported _____
 - c. Constitution & Bylaws Chairman Yes ____ No ____ How Many Units Reported _____
 - d. Others Yes ____ No ____ How Many Units Reported _____
7. Does the District use the following when conducting District Meetings?
 - a. Roberts Rules of Order Newly Revised? Yes ____ No ____ How many Units reported? _____
 - b. Constitution & Bylaws? Yes ____ No ____ How Many Units reported? _____
 - c. Standing Rules? Yes ____ No ____ How Many Units reported? _____
8. How many Units give a copy of the following to new members?
 - a. Constitution & Bylaws _____
 - b. Standing Rules _____
9. How many Units report they recite the Preamble to the Constitution at Unit Meetings? _____
 - a. How many members have it memorized? _____
10. How many Units have a copy of the Department Constitution & Bylaws? _____
 - a. How many Units utilize the Department Constitution & Bylaws? _____
 - b. How many Units have a copy of the District Constitution & Bylaws? _____
 - c. How many Units utilize the District Constitution & Bylaws? _____
11. Does the District have a copy of the Department Constitution & Bylaws? Yes ____ No ____
 - a. Does the District utilize the Department Constitution & Bylaws? Yes ____ No ____

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Submit this completed form to your **Department Chairman** no later than May 1, 2022.