

CONSTITUTION OF SPEEDWAY POST 500, INC.
THE AMERICAN LEGION, DEPARTMENT OF INDIANA
(Amended 10-13-2002) (Amended 11-10-2019)

ARTICLE I – NAME

The name of this organization shall be Speedway Post 500, Inc., The American Legion, Department of Indiana.

ARTICLE II – OBJECTIVES

The objectives and purposes of this Post shall be to promote the programs and policies of the National and Departmental organizations of The American Legion.

ARTICLE III – NATURE

Section 1. This Post is a civilian organization and membership therein does not affect or increase liability for military or police service.

Section 2. This organization shall be absolutely non-political and non-partisan and shall not be used for the dissemination of partisan principles nor for the promotion of the candidacy of any person seeking public office or preferment.

Section 3. Rank does not exist in The American Legion. No member shall be addressed by their former military service rank or naval title in any meeting of this Post nor by virtue of such former military service rank be entitled to any special privilege not afforded to all Legionnaire members of this Post.

ARTICLE IV – MEMBERSHIP

Section 1. Eligibility to membership in this Post shall be prescribed by the National Constitution of The American Legion. There shall be no form of membership except an active membership as herein provided.

- Section 2. Application for membership shall be made in writing under such regulations as may from time to time be prescribed by the Post Executive Committee. An applicant for membership shall be required to provide a copy of their honorable discharge and/or their notice of separation from active duty as proof of eligibility.
- Section 3. All applications for membership shall be acted upon at the next Post meeting following the submission of such application and shall be accepted, rejected, or referred for further investigation and consideration. If one or more members cast their vote against the acceptance of said application, then such application shall be referred to the Executive Committee for disposition. A rejected application shall not again be considered until after the expiration of six months from the date of such rejection.
- Section 4. Any member of this Post shall be expelled or suspended from this Post for any cause by a two-thirds vote of the Post members present at a trial after charges are referred under oath in writing and a fair trial had upon the same.
- Section 5. A member who has been expelled or suspended from this Post for any cause may be reinstated to membership by a two-thirds vote of the members present in Post meeting; provided, however, that they shall make payment of any arrears in their dues at the time of expulsion or suspension and other regular dues which have been made payable in the interval between their expulsion or suspension and reinstatement.

ARTICLE V – ADMINISTRATION

- Section 1. The administrative affairs of this Post shall be under the supervision of Executive Committee consisting of eight members, as designated in the Post By-Laws. The term of office of members of the Executive Committee shall be for one administrative year which shall coincide with the installation of officers for the ensuing year and end one-year later with the installation of officers for the next ensuing year.

- Section 2. The officers of this Post shall be Commander, two Vice-Commanders, Adjutant, Finance Officer, Service Officer, Chaplain, Historian, Judge Advocate, Trustee and Sergeant-at-Arms, who shall be nominated from the floor at the meeting preceding the annual election.
- Section 3. All officers and Executive Committeemen shall be elected annually except as otherwise provided in the By-Laws and they shall hold office until their successors are duly installed or as otherwise provided. Any officer or Executive Committee member may be removed from their office for misconduct, neglect, or failure to perform the duties of their office by the remaining members of the Executive Committee or by the membership present in a regularly scheduled Post meeting; a two-thirds vote of said committee or membership being necessary to affect such removal.
- Section 4. Every member of this post in good standing shall be eligible to hold office in this Post.
- Section 5. The duties of officers and the Executive Committee shall be as provided in the By-Laws.
- Section 6. All past Commanders of the former Speedway Post 198 are recognized and shall be designated as past Commanders of Speedway Post 500.
- Section 7. This Post, by its By-Laws, may provide for such standing committees as the business of the organization may require.

ARTICLE VI – FINANCE

- Section 1. The revenue of this Post shall be derived from membership or initiation fees; from annual membership dues; and from such other sources as may be approved by the Post Executive Committee.
- Section 2. The amount of such membership or initiation fees and the amount of such annual Post dues shall be fixed and determined by this Post.
- Section 3. The Post shall pay to Department Headquarters the National and Departmental annual membership dues for every member of the Post.

ARTICLE VII – CHARTER MEMBERS AND HONORARY LIFE MEMBERS

- Section 1. All members in good standing on May 31, 1968, shall be known as “Charter Members of Speedway Post 500.”
- Section 2. All persons granted honorary life membership prior to January 1, 1975, are recognized by the Post as Honorary Life members.
- Section 3. Any Post member who, by virtue of their service and dedication to the Post over the years, as nominated in writing with supporting documentation and elected at a regular Post meeting, shall be awarded an honorary life membership and their dues paid by the Post thereafter.
- Section 4. Any person who has been a member of Speedway Post 500 for ten years or more, and who has fifty years of paid continuous membership in The American Legion, shall automatically become an Honorary Life Member of the Post and their dues paid by the Post thereafter.

ARTICLE VIII – AMERICAN LEGION AUXILIARIES

- Section 1. This Post recognizes an auxiliary organization to be known as the Auxiliary Unit of Speedway Post 500, The American Legion.
- Section 2. Membership in the Auxiliary shall be prescribed by the National Constitution of The American Legion Auxiliary.
- Section 3. This Post recognizes an auxiliary organization to be known as Squadron 500, The Sons of The American Legion.
- Section 4. Membership in the Squadron shall be prescribed by the National Constitution of The Sons of The American Legion.
- Section 5. This Post recognizes an auxiliary organization to be known as American Legion Riders Chapter 500.
- Section 6. Membership in the Chapter shall be as prescribed by the Department of Indiana, The American Legion.

ARTICLE IX – AMENDMENTS

- Section 1. This Constitution is adopted subject to the provisions of the National Constitution of the American Legion and of the Department Constitution of the Department of Indiana. Any amendment to said constitution(s) in conflict with any provisions herein contained shall be regarded as automatically repealing or modifying the provisions of this Constitution to the extent of such conflict.
- Section 2. This Constitution may be amended at any regular Post meeting by vote of two-thirds of the members present of said Post attending such regular meeting, providing that the proposed amendment shall have been submitted in writing and read at the regular meeting of said Post, and providing, further, that written notice shall have been given to all members at least seven days in advance of the date when such amendment is to be voted upon, notifying said members that such meeting a proposal to amend the Constitution is to be voted upon.

BY-LAWS OF SPEEDWAY POST 500, INC.
THE AMERICAN LEGION, DEPARTMENT OF INDIANA
(Amended 5-17) (Amended 11-10-19)

ARTICLE I – NAME AND OBJECTIVES

Section 1. The Post existing under these By-Laws is to be known as Speedway Post 500, Inc., The American Legion, Department of Indiana.

Section 2. The objectives of this Post are as set forth in the Constitution.

ARTICLE II – MANAGEMENT

Section 1. The government and management of the Post is entrusted to an Executive Committee of eight members.

Section 2. The Executive Committee shall consist of the Commander, two Vice Commanders, Adjutant, Finance Officer, Service Officer, Chaplain, Historian, Judge Advocate, Trustee and Sergeant-at-Arms.

Section 3. The annual election for Speedway Post 500 shall be held at the regular meeting in the month of April and those elected members shall take office on the first Friday in June.

Section 4. All elections of officers and Executive Committeemen shall be by ballot and the candidate(s) receiving the highest number of votes shall be elected to the respective office(s) for which they are candidates.

Section 5. All vacancies existing in the Executive Committee or in any office of the Post from any cause other than expiration of the term shall be filled by a majority vote of the remaining members of committee subject to the approval of the membership present in a regularly scheduled Post meeting and a person so appointed shall hold office for the unexpired term of the member of the committee or officer whom he succeeds. A vacancy shall exist when a member or officer is absent from their office or position for a continuous period considered by the Executive Committee to be detrimental to the interest of the Post.

ARTICLE III – POST EXECUTIVE COMMITTEE

- Section 1. The Post Executive Committee shall meet for organization and such other business as may come before it at the call of the Commander within ten days after the installation of the new officers. Thereafter the Executive Committee shall meet at the call at least once each month and as often as said commander may deem necessary. The Commander shall call a meeting of the Executive Committee upon the joint request of three or more members of said Executive Committee. The Commander shall give notice to all Executive Committeemen of all meetings other than regularly scheduled monthly meeting. Six committeemen shall constitute a quorum for meetings.
- Section 2. The Post Executive Committee shall hire such employees as may be necessary, shall authorize and approve all expenditures; require adequate bonds from all persons having the custody of Post funds; shall hear the reports of Post committee chairmen; and generally, have charge of and be responsible for the management of the affairs of the Post.
- Section 3. The Post Executive Committee shall approve all fund-raising campaigns conducted in the name of Speedway Post 500 and be responsible to ensure that all contributions, donations, receipts, etc. for such campaigns are promptly turned over to the Finance Officer for proper accounting.
- Section 4. The membership, at regularly scheduled Post meetings, may modify or rescind any action or decision made by the Post Executive Committee, provided that a two-thirds vote of the membership present shall be necessary to affect such action.

ARTICLE IV – DUTIES OF OFFICERS

- Section 1. Duties of Post Commander. It shall be the duty of the Commander to preside at all meetings of the Post and to have general supervision over the business and affairs of the Post and such officer shall be the chief executive officer of the Post. The Commander shall approve all orders directing the disbursement of funds and shall make an annual report covering the business of the Post for the year and recommendations for the ensuing year, which shall be read at the installation meeting. The Commander shall perform other duties as directed by the Post.
- Section 2. Duties of the 1st Vice Commander. The 1st Vice Commander shall be in charge of membership, shall render reports of membership at each regular meeting, and shall assume and discharge the duties of the office of Commander in the absence or disability of the Post Commander, or when called upon to do so and shall be first in the line of succession behind the Commander.
- Section 3. Duties of the 2nd Vice Commander. The 2nd Vice Commander shall be in-charge of Americanism, entertainment activities, and shall assume and discharge the duties of the officer of Commander in the absence or disability of the Post Commander or 1st Vice Commander, or when called upon to do so by the Commander or 1st Vice Commander and shall assist the other officer of the Post when assigned by the Post Commander.
- Section 4. Duties of the Adjutant. The Adjutant shall have charge of and keep a full and correct record of all proceedings of all meetings; keep such records as the Department and National organizations may require; and under direction of the Commander handle correspondence of the Post.

- Section 5. Duties of the Finance Officer. The Finance Officer of the Post shall have charge of all finances and see that they are safely deposited in some local bank or banks and shall report once a month to the Executive Committee the condition of the finances of the Post, with such recommendations as he may deem necessary or expedient for raising funds with which to carry on the activities of the Post. The Finance Officer shall sign all checks disbursing the monies of the Post.
- Section 6. Duties of the Service Officer. The Service Officer is responsible for bringing to the attention of the veterans and their dependents in this Post and community of all the rights and benefits granted to them by a grateful nation through laws enacted by the Congress of the United States. The Service Officer shall assist veterans and their dependents in the presentation of claims for benefits to which they may be entitled.
- Section 7. Duties of the Chaplain. The Chaplain shall be charged with the spiritual welfare of the Post and will offer divine but non-sectarian service in the event of dedications, funerals, public functions, etc. adhering to such ceremonial rituals as are recommended by the National or Department Headquarters and shall conduct the annual Post Everlasting ceremony at the May membership meeting.
- Section 8. Duties of the Sergeant-at-Arms. The Sergeant-at-Arms shall preserve order at all meetings and shall perform such other duties as may be assigned to the Service Officer by the Commander or Post Executive Committee.
- Section 9. Duties of the Historian. The Historian shall be charged with the individual records and incidents of the Post and Post members and shall perform such other duties as may properly pertain to the office.
- Section 10. Duties of the Judge Advocate. The Judge Advocate shall advise the Executive Committee on all legal matters including the construction and interpretation of the Post Constitution and By-Laws and shall act as parliamentarian at Post meetings.

Section 11. Duties of the Trustee. The Trustee shall act as the chairman of the Building and Maintenance Committee and be responsible for the upkeep and maintenance of the building and grounds of the Post.

ARTICLE V – DELEGATES AND ALTERNATES

Section 1. Delegates and Alternates to the Department convention and District conventions shall be elected by ballot by the Post members at a regular meeting to be held at least twenty days prior to the date of the Department convention. The calculation of the required number of Delegates and Alternates shall be determined by the provisions contained in the American Legion Department of Indiana By-Laws for such representation. The incoming Commander shall become an automatic delegate of the Post and serve as Chairman of the Post delegation.

ARTICLE VI - STANDING COMMITTEES

Section 1. The Post Commander, immediately upon taking office, shall appoint the following standing committees: Membership, Finance, Publicity, Service, Visiting, Americanism, and Election. Such standing committees shall consist of a Chairman and two members designated by the Commander and approved by the Executive Committee.

Section 2. The Membership Committee shall have charge of all matters pertaining to the membership of the Post, including recruitment of new members, reinstatement and eligibility of members.

Section 3. The Trustee Committee shall be charged with the upkeep and maintenance of Post buildings and grounds.

Section 4. The Finance Committee shall be charged with the administration of the financial policy, preparation of budget recommendations and supervision of receiving, disbursing and accounting of all Post funds.

- Section 5. The Publicity Committee shall be charged with the promotion of public support of the Legion's programs by the establishment of contact with the American Legion Magazine, Department and National Legion new services and by local publicity of Post programs and activities.
- Section 6. The Service Committee shall supervise all matters pertaining to service to veterans and their dependents.
- Section 7. The Chaplain Committee is charged with the visiting and comforting of members and their families when sick or bereaved and with visiting veterans in the V.A. Hospitals.
- Section 8. The Americanism Committee shall be charged with the inspiration of patriotism and good citizenship by arrangements for proper observance of patriotic occasions; encouragement of patriotic and civil phases of instruction in schools; and activities for community and civil betterment.
- Section 9. The Election Committee shall be charged with the responsibility of preparing rules for the annual election and presenting them to the membership for approval at the annual February meeting; the accepting of nominations following the February meeting; and presentation of nominations at the March meeting for all elected offices. The Election Committee shall conduct the annual election at the April meeting in accordance with the approved rules.
- Section 10. The House and Clubroom Committee shall consist of the 2nd Vice Commander, Finance Officer and a member appointed by the Post Commander and is charged with overseeing the operation for the House and Clubroom.
- Section 11. The Post Commander may appoint such other committees as deemed necessary to carry out the programs and policies of The American Legion.

ARTICLE VII – RESOLUTIONS

Section 1. All resolutions of state or national scope presented to this Post by a member or reported to this Post by a committee shall merely embody the opinion of this Post on the subject and a copy shall be forwarded to the District organization for its record and further action.

ARTICLE VIII – MEETINGS

Section 1. The regular meetings of this Post shall be held at the Post Home on each second Tuesday of each month at which may be transacted such business as may properly be presented for action. Such meetings may be converted into entertainment meetings as may be deemed advisable by the Executive Committee.

Section 2. The Post Commander or a majority of the Executive Committee shall have the power to call a special meeting of the Post at any time.

Section 3. Upon the written request of 6 members, the Executive committee shall call a special meeting of the Post.

Section 4. Fifteen members shall constitute a quorum for regularly scheduled Post meetings.

Section 5. Any member at regularly scheduled Post meetings may move or initiate any action pertaining to the affairs and management of the Post.

Section 6. Guests are always welcome and encouraged to attend. Guests shall be introduced and invited to speak or present the purpose(s) for which they are attending. Upon completion of remarks or presentation, guests will be excused by the Commander so that Post 500 meeting business may continue.

ARTICLE IX – NOTICES

Section 1. Every member shall furnish the Post Adjutant with their address for mailing purposes.

Section 2. The Adjutant shall give notice of the annual election at least two weeks in advance.

ARTICLE X – RULES OF ORDER

All proceedings of this Post shall be conducted under and pursuant to Robert's Rules of Order, except as herein otherwise provided.

ARTICLE XI – LIMITATIONS OF LIABILITIES

Section 1. This Post shall incur, or cause to be incurred, no liability nor obligations whatsoever, which shall subject to liability any other Post, subdivision, Legionnaire, members of The American Legion, or other individuals, corporations, or organizations.

ARTICLE XII – BUILDING FUND

Section 1. As of May 2015, 10% of all parking income will be deposited into a building fund account. This building fund will be for any future home of Speedway Post 500. Money contained in this account can only be spent by a 2/3 approval of the Executive Committee at a regular scheduled meeting and a 2/3 vote of the members attending a Post meeting.

ARTICLE XIII – AMENDMENTS

These By-Laws may be amended at any regular Post meeting by a vote of two-thirds of the members attending such regular meeting, provided, that the proposed amendment shall have been submitted in writing and read at the next preceding regular meeting of the Post; and provided further, that written notice shall have been given to all members at least seven days in advance of the date when such amendment is to be voted upon, notifying said members that at such meeting, a proposal to amend the By-Laws is to be voted upon.

Approved by Membership of Speedway Post 500, Inc., The American Legion, Department of Indiana on November 10, 2020.

Johnette Lawson
Post Commander

Mark Gullion
Post Adjutant

John Crosby
Department Adjutant