



## CONSTITUTION AND BYLAWS

### NATIONAL ORDER OF TRENCH RATS

#### SECTOR California North (CA-N)

Santa Rosa, California

### CONSTITUTION

#### ARTICLE I - NAME

This Sector shall be known as Sector, California North, of the NATIONAL ORDER OF TRENCH RATS.

#### ARTICLE II - PURPOSE

The purpose of this Sector is to build better lives for all of our nation's disabled veterans and their families and, in furtherance of that purpose, to support the programs of the Disabled American Veterans as provided in the National Constitution and Bylaws and Regulations of the National Executive Committee.

#### ARTICLE III - MEMBERSHIP

Membership in this Sector shall conform with the requirements as set forth in the Imperial Constitution and Bylaws. There shall be no associate, special or honorary memberships in this Sector.

#### ARTICLE IV - ADMINISTRATION

Section 1: The administrative affairs of this Sector shall be vested in the Sector Red Eyed Gnawer and must be ratified by a majority vote of those Sector members present and voting, at the next regular Sector meeting.

Section 2: At the time specified in the Sector Bylaws, the Sector shall elect annually a Golden Rodent, Silver Rodent and Blue Rodent. Such other officers as may be necessary to operate the Sector may be appointed by the Golden Rodent, with the approval of the Sector. Neither the Sector Golden Rodent nor any Sector elected officer may serve as Sector Red Eyed Gnawer.

Section 3: In accordance with the Imperial Constitution and Bylaws, an Imperial Executive Rat and Alternate Imperial Executive Rat will be elected every year. To qualify as an Imperial Executive Rat and Alternate Imperial Executive Rats, members must be either a past Sector Golden Rodent or past Sector Red Eyed Gnawer.

### **ARTICLE V - EXECUTIVE**

The executive power of this Sector shall be vested in the Sector Golden Rodent.

### **ARTICLE VI - AUXILIARY**

This Sector recognizes an Auxiliary known as the Alley Cats, subject to such supervision as conforms with the Imperial Constitution and Bylaws of both organizations.

## **BYLAWS**

### **ARTICLE 1 - ORGANIZATION**

Section 1: This Sector recognizes the National Organization known as National Order of Trench Rats, incorporated by Act of Congress, and affirms its allegiance, and subordination to the National Organization, its Constitution, Bylaws and all rules, mandates and regulations promulgated pursuant thereto. Upon dissolution of the Sector, the assets remaining after the payment of its debts shall be distributed as provided in Article 18, Sections 11 and 12, of the Imperial Bylaws.

Section 2: The governing body of this Sector shall be the Sector in session, except as otherwise provided in this Constitution and Bylaws.

Section 3: Minutes of the meetings of the Sector, shall be kept and be available for inspection by any Sector member.

## **ARTICLE II - CHARTER**

Section 1: The Charter of this Sector, issued by the Imperial Van, is its authority to function and shall be displayed behind the Golden Rodent's station at all regular meetings.

Section 2: Upon dissolution of the Sector, the assets remaining after the payment of its debts shall be distributed as provided in Article III, of the Imperial Bylaws.

## **ARTICLE III - OFFICERS**

Section 1, Para. 1: The Sector shall elect annually Sector Officers in accordance with the Imperial Constitution and Bylaws, Article 11 – Sectors. Neither the Sector Golden Rodent nor any Sector elected officer may serve as Sector Red Eyed Gnawer.

Para. 2: The Golden Rodent, with the approval of the Sector, shall appoint the Red Eyed Gnawer and Sector Committees, with the exception of the Nominating Committee which shall be elected by the Sector.

Para. 3: Such other officers as may be necessary to operate the Sector may be appointed by the Golden Rodent, with the approval of the Sector.

Para. 4: A Sector officer report shall be submitted to the State Department and National Organization within ten (10) days after the installation of newly elected or appointed Sector officers or in the event of any subsequent change in the Sector officers during the membership year.

Para. 5: There shall be no voting by proxy or voting by absentee ballot.

Para. 6: The Imperial Executive Rat from this Sector in good standing to be recommended and/or endorsed from the membership thereof and which has no legal indebtedness owing and due to the Imperial Headquarters. This Sector shall also recommend and/or endorse and alternate.

- (a) The Sectors shall recommended and/or endorse an Imperial Executive Rat and an Alternate at the same time as their regular Sector elections. The term of office of each recommended and/or endorsed Imperial Executive Rat shall be for one (1) year. In the event of the removal, death, or resignation or inability to discharge the duties of his or her office, the duties shall devolve upon the Alternate Imperial Executive Rat. In the event of any of the foregoing circumstances with respect to the Alternate, the Sector at its next meeting, shall recommend and/or

endorse his or her successor to serve the unexpired portion of the term of office. The newly recommended and/or endorsed Imperial Executive Rats and Alternates will be reported to the Imperial Red Eyed Gnawer for his records.

- (b) It is requested that the candidates letter of recommendation be submitted with the forms required for the position. This form must be filled out, and the candidate must go before the nominating committee.

Section 2, Para. 1: The Golden Rodent shall be the presiding officer at all Sector meetings and, in his absence, the duty will fall to the next highest officer in line of succession who is present.

Para. 2: The Silver Rodent shall be the Membership Chairman and as such is responsible for campaigns to increase membership.

Para. 3: The Red Eyed Gnawer shall keep an accurate record of all monies received and disbursed and shall deposit any monies received as soon as possible. The Red Eyed Gnawer shall make a report on Sector finances at each meeting and records shall be open to any member when a request is made in writing. An annual financial report, in accordance with the requirements of the Imperial Bylaws, shall be submitted to the State Department and Imperial.

Section 3, Para. 1: Upon election or appointment, and installation of the successor to any such Sector office, all Sector property in his or her predecessor's possession shall be surrendered to the newly installed officer.

#### **ARTICLE IV - QUALIFICATIONS**

Section 1: Sector elected officers must be either Past Dugout Golden Rodents or Past Dugout Red Eyed Gnawers. Appointed officers may be filled by any Dugout member in good standing, except as otherwise provided in this Constitution and Bylaws.

#### **ARTICLE V - TENURE OF OFFICE**

Section 1: Officers for the Sector shall be nominated, elected and installed during the March meeting.

Section 2: Elected and appointed officers shall be installed within thirty (30) days of their election or appointment. They shall serve for one (1) year or until newly elected or appointed officers have been installed.

Section 3, Para. 1: Unexcused absence of any officer from three (3) consecutive meetings shall be cause for removal by the Sector, and the Golden Rodent is empowered to appoint a Sector member to serve the unexpired term, subject to the approval of the Sector.

Para. 2: In the event the office of Sector Golden Rodent shall be vacated for any reason, the Silver Rodent shall be elevated to Golden Rodent, Blue Rodent to Silver Rodent and the vacancy filled as outlined in Para. 1 of this Section.

Section 4: It shall require a majority vote of those Sector members present and voting to elect a candidate for any Sector office. It shall also require a majority of votes cast to elect delegates or alternates to a Sector or Imperial Rendezvous.

## **ARTICLE VI - MEMBERSHIP**

Section 1: No new applicant shall be denied Sector membership if he or she meets the eligibility requirements as set forth in the Imperial Constitution and Bylaws.

Section 2: Only members of the Sector in good standing are eligible to vote on any motion or at any election.

Section 3: Members of another Sector may secure a transfer of membership to this Sector, with the approval of the membership of this Sector.

## **ARTICLE VII - FINANCES**

Section 1: The Red Eyed Gnawer or other designated officer shall deposit all monies in the name of the Sector and shall countersign with the Golden Rodent or one other designated Sector officer on all checks.

Section 2: The Red Eyed Gnawer or other designated Sector officer shall be charged with handling normal finances in the operation of the Sector.

Section 3: Dugout membership in the Sector shall be \$25.00 annually.

Section 4: Sectors will post the Finance report from the National Order of Alley Cats in the 'OTHER' section of their Finance report and attach a copy of the National Order of Alley Cats Finance report with voided check or bank statement.

## **ARTICLE VIII - MEETINGS**

Section 1: Regular Sector meeting dates, time and location shall be determined by majority vote of the Sector in session.

Section 2: The Sector must hold at least two (2) regular meetings with a quorum present within a membership year.

Section 3: Special meetings of the Sector may be called by the Golden Rodent whenever the Golden Rodent may deem it necessary, or when the Golden Rodent is requested in writing to do so by ten (10) or more Sector members.

Section 4: Rules of Sector meetings shall be as follows:

RULE 1. A quorum shall consist of seven (7) members in good standing, of which at least two (2) must be elected Sector officers.

RULE 2. Robert's Rules of Order, Revised, shall govern the Sector in all cases to which they are applicable and in which they are not inconsistent with this Constitution and Bylaws, the Sector Constitution and Bylaws, or the Imperial Constitution and Bylaws.

RULE 3. Discussion of personal grievances will not be in order on the floor unless introduced by the Grievance Committee or other Committees having the authority to consider any such matters.

RULE 4. Matters concerning only an individual member, with respect to his or her own personal interest, shall not be in order but may be taken before the proper Committee.

RULE 5. Voting shall be by viva voce unless otherwise requested by at least seven (7) members.

## **ARTICLE IX - COMMITTEES**

Section 1: All Sector committees will meet at the call of the Golden Rodent, or as otherwise provided in this Constitution and Bylaws.

Section 2: Committees shall consist of not less than three (3) nor more than seven (7) members (except as may otherwise be herein provided), including the Chairman. Committees shall be appointed by the Golden Rodent, with the approval of the Sector, with the exception of the Nominating Committee which shall be elected by the Sector.

Section 3: The Sector shall have an Audit Committee composed of at least three (3) members of the Sector, excluding the Golden Rodent, Silver Rodent, Red Eyed

Gnawer and Finance Committee Chairman. The Audit Committee shall conduct an annual audit in accordance with the requirements of the Imperial Bylaws.

## ARTICLE X - MISCELLANEOUS

Section 1, Para. 1: These Bylaws may be amended at any Sector meeting by a vote of two-thirds of those Sector members present and voting, subject to approval of the Sector and Imperial Bench Rats, and effective only after date of said approval, provided that any such amendment is read at two (2) meetings and that all Sector members were notified of the proposed change prior to each of the two (2) meetings.

Para. 2: A copy of this Constitution and Bylaws shall be properly affixed to the back of the framed Charter to prevent its loss and in order that it may always be available for reference.

Para. 3: To the extent to which any of the provisions of this Constitution and Bylaws are, or may at any time become, inconsistent or in conflict with the provisions of the Constitution and Bylaws and lawful mandates, decisions and regulations of the Imperial Organization, as now in force or as hereafter amended or adopted, this instrument shall be deemed amended so as to conform thereto.

Section 2: All disciplinary actions shall be conducted in accordance with Article 18 of the Imperial Bylaws and applicable Regulations of the Imperial Executive Committee.

Section 3: The masculine gender, whenever used in these Bylaws, and any documents used by the National Order of Trench Rats, shall include the feminine gender.

Adopted after this second and final  
reading on the \_\_\_\_\_ day  
of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
RED EYED GNAWER

\_\_\_\_\_  
GOLDEN RODENT

\_\_\_\_\_  
BENCH RAT

\_\_\_\_\_  
IMPERIAL BENCH RAT