

Lewis G. Watkins Detachment #1131
Department of South Carolina
Marine Corps League



Detachment Bylaws

Ninth Revision

March 4, 2024

With Change 6

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Lewis G. Watkins Detachment #1131 Bylaws
Ninth Revision, March 4, 2024 with Change 6

Record of Changes

Chg. Nr.	Date	Description	Made By
1	10/6/22	Removes Section 402, Guests, that specifies guests must leave before business is conducted and prospective members must leave prior to any financial discussions. Removal authorized by SC Department Judge Advocate on 10/5/2022.	J.C. Day, Adjutant
2	1/20/23	Corrects inconsistencies identified in the 2022 annual audit concerning disbursing monies in excess of \$200.00. Two signatures are required for amounts in excess of \$200.00.	J. C. Day, Adjutant
3	3/21/23	Ninth Revision. Makes several modifications to the basic document. See separate summary of changes.	J.C. Day, Adjutant
4	4/24/23	Adds Section 1006 concerning reimbursement of expenses related to Detachment Commandant or designated Elected officer attending Department Quarterly Meetings and annual Department Convention.	J.C. Day, Adjutant
5	1/4/2024	Adds Section 407 concerning voting by email. Adds Section 609, paragraph d. concerning the Immediate Past Commandant designation. Adds Section 1007 concerning voting to establish a budget floor and using funds above that amount for charitable projects or donation expenditures.	J. C. Day Adjutant
6	3/4/2024	Changed Section 305 concerning Judge Advocate term of office from annual to a 2-year term followed by another potential 2-year term.	J.C. Day Adjutant

Lewis G. Watkins Detachment #1131 Bylaws
Ninth Revision, March 4, 2024 with Change 6

Change 6 to the 9th Revision makes the following modifications to the basic document.

Nr	Section	Change	Rationale
1	303	<p>Change Section 303 from “Section 303. Term of Office. The elected officer’s term of office shall be for a term of one (1) year and may be elected to only two (2) consecutive one (1) year terms in the same office. After one intervening term an individual may be elected or appointed to an office held previously. Length of term in a given office has no effect upon an individual being elected or appointed to a different office.”</p> <p>To: “The elected officer’s term of office shall be for a term of one (1) and may be elected to only two (2) consecutive one (1) year terms in the same office. After one intervening term an individual may be elected or appointed to an office held previously. The Detachment Judge Advocate term of office shall be two (2) years for the first term and may be elected to another two (2) year term. Length of term in a given office has no effect upon an individual being elected or appointed to different office.”</p>	<p>Changes Judge Advocate’s term of office to be consistent with higher level Bylaws. The Judge Advocate position requires extensive knowledge of Marine Corps League functions and procedures to include Bylaws.</p>

Detachment ByLaws

Under Article IX, Section 905 of the National Bylaws of the Marine Corps League (MCL), the following Detachment Bylaws are set forth:

ARTICLE I

Name

Section 100. Name. The name of this MCL Detachment shall be "Lewis G. Watkins Detachment #1131", Department of South Carolina, Marine Corps League. This Detachment is named in honor of Oconee County, South Carolina's only recipient of the Medal of Honor, Staff Sergeant Lewis G. Watkins, USMC. The Medal of Honor Citation is attached as Appendix One of these Bylaws.

Section 102. Mission Statement. The mission of the Marine Corps League is to preserve traditions of the United States Marine Corps; strengthen the fraternity of Marines and their families; serve Marines, Fleet Marine Force (FMF) Corpsmen, and FMF Chaplains who wear or have worn the Eagle, Globe, and Anchor; and foster the ideals of Americanism and patriotic volunteerism.

ARTICLE II

Purpose of Lewis G. Watkins Detachment #1131

Section 200. Purpose. The Purposes of Lewis G. Watkins Detachment #1131 shall be:

- a. To preserve the traditions and to promote the interests of the United States Marine Corps;
- b. To band those who are now serving in the United States Marine Corps and those who have been honorably discharged from that service together in fellowship that they may effectively promote the ideals of American freedom and democracy;
- c. To fit its members for the duties of citizenship and to encourage them to serve as ably as citizens as they have served the Nation under arms;
- d. To hold sacred the history and memory of the men who have given their lives to the Nation;
- e. To foster love for the principles which they have supported by blood and valor since the founding of the Republic;
- f. To maintain true allegiance to American institutions;
- g. To create a bond of comradeship between those in the service and those who have returned to civilian life;
- h. To aid voluntarily and to render assistance to all Marines, FMF Corpsman, and FMF Navy Chaplains, as well as their widows and orphans; and
- i. To perpetuate the history of the United States Marine Corps and, by fitting acts, to observe the anniversaries of historical occasions of particular interest to Marines.

Section 201. Not for profit. The Lewis G. Watkins Detachment #1131 is not organized for and shall not be operated for pecuniary gain or profit. No part of the property of the Detachment and no part of its net earnings shall inure to the benefit of or be distributed to any director, member, or other private individual. The Lewis G. Watkins Detachment #1131 shall never be authorized to engage in a regular business of a kind ordinarily carried on for profit or in any other activity except in furtherance of the purposes for which the Detachment are organized.

Section 202. Non-Discrimination. The Lewis G. Watkins Detachment #1131:

- a. Shall never take part in any labor or management dispute or issue;
- b. Shall not be sectarian, political, and/or partisan;
- c. Shall not be based on race, color, creed, nationality, or sex;
- d. Shall not be used as a medium of political ambition or preferment; and
- e. Shall not use former or present military rank or former or present civilian position as the basis for special consideration and preferment.

ARTICLE III

Detachment Officers and Elections

Section 301. Governance. The governance and management of Lewis G. Watkins Detachment #1131 shall be entrusted to the Board of Trustees. The elected officers of the Detachment shall be its Board of Trustees. The immediate Past Commandant shall be a member of the Board of Trustees. (*National Bylaws, Section 935*)

Section 302. Officers. This Detachment shall have the following elected officers: Commandant, Senior Vice-Commandant, Junior Vice Commandant and Judge Advocate. The incumbent Commandant shall appoint the following officials: Adjutant, Paymaster, Chaplain, Sergeant at Arms and Marine4Life Representative. The Adjutant and Paymaster positions may be combined into a joint office of Adjutant/Paymaster.

Section 303. Term of Office.

The elected officer's term of office shall be for a term of one (1) and may be elected to only two (2) consecutive one (1) year terms in the same office. After one intervening term an individual may be elected or appointed to an office held previously. The Detachment Judge Advocate term of office shall be two (2) years for the first term and may be elected to another two (2) year term. Length of term in a given office has no effect upon an individual being elected or appointed to different office.

Section 304. Written Ballot. All elections of officers shall be by written ballot only, the candidate receiving the highest number of votes shall become elected.

Section 305. Nominating Committee. The Commandant shall appoint a Nominating Committee of at least three (3) members in good standing in January of each year. The Nominating Committee shall prepare a recommended slate of officers for presentation during the March meeting. The Nominating Committee shall have contacted the nominees and obtained their willingness to serve, if elected. Additional nominations may be made from the floor at the March and April meeting. Election of officers shall be held annually at the April meeting. Newly elected and appointed officers will be installed during the May meeting. The Adjutant shall submit the "Report of Installation Form" of new officers to Department of South Carolina and Marine Corps League National offices prior to June 30. (*National Bylaws Administrative Procedures (2019), Article IX, Section 940 (a) and (b).*)

Section 306. Vacancies of Offices. Unexcused absence of three (3) consecutive meetings by an elected or appointed officer shall constitute a vacancy of said office. When a vacancy occurs in an elected office for any reason, the Board of Trustees shall hold a special election to fill said vacancy for the remaining term of office at the next regularly scheduled meeting of the membership.

Section 307. Recall of Officers

a. An appointed officer may be recalled by the Detachment Commandant for cause.

b. Any elected or appointed officer may be recalled at any regular or special meeting of the Detachment by two-thirds (2/3) vote of the membership present and voting, provided such actions has been announced a minimum of fifteen (15) days prior to the date of the meeting and there is a quorum per Section 405 below.

**ARTICLE IV
Detachment Meetings**

Section 401. Monthly Meetings. Regular meetings shall be held on the third Tuesday of each month. Any notice of special meetings or change of regular meeting dates shall be given to the membership by the Adjutant by mail, e-mail, or telephone at least five (5) days in advance of said meeting. If the monthly meeting cannot be held on the regular date because it falls on a holiday or for some other valid reason, the Board of Trustees, by majority vote, may select some other day in that month or cancel the meeting.

a. The Detachment charter, or a copy thereof, the National and Marine Corps Colors, and a Bible shall be displayed at all regular business meetings.

~~**Section 402. Guest.** A guest is anyone who is not a member of the Marine Corps League. Guests are welcome to rituals but must leave before business is discussed. If a guest is a "prospective member" they may remain, at the discretion of the Commandant, provided no financial reports are presented during the meeting.¹~~

Section 403. Order and Precedence. Meetings of this Detachment shall be conducted with the order and precedence of the National Marine Corps League Bylaws and Roberts Revised Rules of Order.

Section 404. Special Meeting. The Detachment Commandant or a majority of the Board of Trustees will have the power to call a special meeting of the Detachment at any time so long as it meets the requirements of advance notice to the membership specified in Article IV, Section 401.

Section 405. Quorum. A minimum of five (5) members of the Detachment and a majority of the Board of Trustees must be present to constitute a quorum at a monthly meeting.

Section 406. Trustees Meetings. The Board of Trustees shall meet at least quarterly at the call of the Commandant or as often as the Commandant may deem necessary. The Commandant shall call a meeting of the Detachment Board of Trustees and all appointed officers upon the joint written request of three (3) or more members of said Board. A majority of the members of the Board of Trustees shall constitute a quorum for said meetings.

¹ Guest paragraph removed per authorization of SC Department Judge Advocate on October 5, 2022.

Section 407. Voting by email. Each paid-up member of Detachment #1131 shall have one (1) email vote. There shall be no proxy voting. The Detachment Judge Advocate shall abstain from voting on matters wherein an official opinion has been rendered by the Detachment Judge Advocate.

a. All business conducted by email requiring a "yes" or "no" vote shall be handled routinely by the Detachment Adjutant who shall email to every paid-up member, a copy of the issue to be voted on and a return deadline date.

b. Upon receipt of such email, each detachment member shall indicate his/her "yes" or "no" vote and return, via email, the completed ballot to the Detachment Adjutant within seven (7) days. Any detachment member who does not return his/her vote within the allotted time will be recorded as not voting.

ARTICLE V Membership

Section 500. Membership. Lewis G. Watkins Detachment #1131 shall be the sole judge of its membership, providing the person meets the requirements of Section 503 and Section 504 below. (*National Bylaws, Article II, Section 210 and Article V, Section 515 and Section 520*)

Section 501. Rights of Members. No member shall be deprived of any rights and privileges in the Lewis G. Watkins Detachment #1131 except for non-payment of dues or other indebtedness, unless the member shall first be charged, tried, and found guilty in accordance with the provisions of the National Administrative Procedures Chapter Nine dealing with offenses and discipline. The exception is a member that has been officially charged and is pending a "Hearing Board" in accordance with the National Administrative Procedures, Chapter Nine, may be "temporarily suspended" by the Jurisdictional Judge Advocate pending the results of the Chapter Nine Hearing.

Section 502. Rights of Appeal. The right of appeal under the provisions of the National Bylaws and Administrative Procedures shall not be denied.

Section 503. Categories of Membership

a. **Regular Membership.** Only the following may be regular members of Lewis G. Watkins Detachment #1131:

(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 Corpsmen** 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 device (clasp) worn on the Service Ribbon, (e.g., Southwest Asia Service Medal, Vietnam Service Medal, Armed Forces Expeditionary Medal, etc.) and (ii) who earn or have earned the Warfare Device authorized for FMF Corpsmen. U. S. Navy Hospital Corpsman must have satisfactorily completed the Field Medical Service School (FMSS), have been permanently assigned to an FMF Command and have completed the appropriate sections of the Personnel Qualification Standard both of which must be noted on the DD Form 214. An award of the Fleet Marine Force Ribbon (FMF Ribbon) (1 Sep 1984-30 Sep 2006) or the Enlisted Fleet Marine Force Warfare Specialist Qualification (EFMFWS) Badge (1 Oct 2006-present) may serve as prima facie evidence of eligibility; and

(3) **U.S. Navy Chaplains** who are serving or have served honorably* in the United States Navy and who have earned the FMF Badge serving with Marines. U. S. Navy

Chaplains must have been assigned permanent duty with Marine Corps Operating Forces and have completed the appropriate sections of the Personnel Qualification Standard and both of which must be noted on the DD Form 214. An award of the Fleet Marine Force Ribbon (FMF Ribbon) (1 Sep 1984-31 Dec 2005) or the Fleet Marine Force Qualified Officer (FMFQO) Insignia (1 Jan 2006-present) may serve as prima facie evidence of eligibility.

(Note * - "Served Honorably" is determined by the last DD Form 214 or certificate of discharge that the applicant received. A General Discharge under Honorable Conditions is acceptable.)

b. **Associate Member.** Those individuals not qualified for regular membership in the Marine Corps League who espouse the principles and purposes of the Marine Corps League as contained in its Congressional charter and meet the criteria in Section 501(b)(1) below may upon application to Lewis G. Watkins Detachment #1131 be accepted for associate membership in the Detachment. Upon acceptance, associate members will pay dues in the same amount as prescribed for regular members, including initiation fees.

(1) **Enrollment Criteria**

(a) Individuals who have reached the statutory minimum age for enlistment into the United States Marine Corps or the United States Marine Corps Reserve; and,

(b) Who have not served in a branch of the Armed Forces of the United States;

or,

(c) Who are serving or have served honorably in other branches of the Armed Forces of the United States are eligible for membership.

(2) **Rights.** Associate members shall be entitled to the rights, privileges, and benefits of a regular member unless otherwise prohibited as listed below:

(3) **Voting**

(a) Associate members shall not vote on a regular or associate membership application;

(b) Associate members shall not participate in the nomination process and/or voting for elected officers; and

(c) Associate members may vote on Lewis G. Watkins Detachment #1131's internal affairs if such vote does not affect a policy of the Marine Corps League, such as Bylaws or Bylaw changes.

(4) **Elected Office.** Associate members shall not hold an elective office.

c. **Honorary Member.** Lewis G. Watkins Detachment #1131 may, at the discretion of the Detachment Board of Trustees, issue honorary membership to those persons who have been of extraordinary service to the Nation, the United States Marine Corps, the Marine Corps League, or the Lewis G. Watkins Detachment #1131. The honorary member will not be entitled to the rights, privileges, and benefits available to a regular or associate member. A suitable certificate will be issued to honor the occasion by the organization making the award. Payment of dues or initiation fees is not required; however, an honorary member will not be entitled to the official publication of the Marine Corps League except as directed by the National Board of Trustees or paid subscription. All "Honorary Memberships" are for a one-year period only and must be renewed each year by the Lewis G. Watkins Detachment #1131.

Section 504. Ineligible for Membership

a. Lewis G. Watkins Detachment #1131 shall not accept as a regular, associate, or any honorary member any person:

- (1) Who is currently incarcerated or on supervised probation for any felony conviction or any misdemeanor conviction; or
- (2) Who has been convicted of a crime where the victim is a child; or
- (3) Whose name has been stricken from the rolls of the Marine Corps League.

b. If, after a member has been accepted, the fact that the member has been convicted of a crime where the victim is a child is discovered, any member may file a disciplinary charge in accordance with National Administrative Procedures, Chapter Nine. The age/date of the conviction is irrelevant.

Section 505. Removal from Detachment Roll

a. Once accepted as a member in good standing by the Detachment membership, that member may not be removed from the Detachment roll except:

- (1) By disciplinary action in accordance with National Administrative Procedures;
- (2) By that member requesting transfer;
- (3) By resignation in writing;
- (4) If member becomes delinquent as defined in the National Administrative Procedures; or
- (5) Upon the Death Notice being processed by National Headquarters.

Section 506. Membership Listing. The membership listing of Lewis G. Watkins Detachment #1131 is proprietary information and under the direct control of the Detachment Board of Trustees. Applicable portions of the membership listing shall be periodically provided to the members of the Detachment exclusively for their personal information. The membership listing will not be sold, leased, copied, loaned or assigned without the expressed permission in writing from the Commandant of the Detachment upon approval of the Detachment Board of Trustees.

Section 507. Life Membership.

a. Any member of Lewis G. Watkins Detachment #1131 who is in good standing may become a Life Member upon proper payment of the required fees. A Life Member shall be subject to the payment of no other dues to a detachment, department, or the National.

b. Such members shall have the privileges, rights, and benefits enjoyed by a member so long as that Life Member shall live.

c. Life Membership fees are established by National Headquarters and paid to it through the Detachment Paymaster. There are no discounts, rebates, or installment plan for the fee whether it be paid by the individual or awarded by the Detachment.

d. All Medal of Honor recipients who are members of the Marine Corps League shall be carried on the rolls as paid-up Life Members.

Section 508. Members–At-Large.

Members-at-large shall be handled in accordance with National Bylaws Section 535.

Section 509. Membership Dues and Fees. The payment of annual National Membership dues entitles all members in good standing an automatic subscription to the Marine Corps publication and enrollment privileges in any National Group Insurance program that may be in effect.

a. The membership year and the annual dues shall expire on the 31st day of August of each year. The Annual renewal rate will be due on the 31st day of August of each year. National will not send notices to members when membership dues are payable.

b. All of the National membership dues and fees which are due to National Headquarters are in addition to the dues of a Detachment and a Department which are authorized under the provisions of the National Administrative Procedures, Chapter Five, Section 5010 and Chapter Six, Section 6010.

c. The Detachment Board of Trustees shall present its suggested dues rate to the Detachment membership following the National Convention or no later than the October meeting each year.

Section 510. Non-Payment of Dues. Any member shall be dropped from the membership list when required dues are not paid and transmitted on or before the membership expiration date shown on the membership card. A delinquent member must pay all dues current and in arrears to be reinstated. (*National Bylaws 525 and National Administrative Procedures, Chapter Seven, Section 7035.*)

**Article VI
Duties of Officers**

Sections 601. Commandant. The Commandant shall:

- a. Preside at all meetings of the Detachment and Board of Trustees as set forth in these Bylaws,
- b. Direct the affairs of the Detachment as prescribed by the Board of Trustees,
- c. Appoint committees deemed necessary subject to the approval of the Board of Trustees,
- d. Have the discretion to serve as an *ex officio* member of all committees,
- e. Make the final ruling on questions of order, subject to an approval by the Detachment membership.

Section 602. Senior Vice Commandant. The Senior Vice Commandant shall:

- a. Serve as acting Commandant in the temporary absence of the Commandant,
- b. Serve as Commandant should the Commandant become unable to perform his duties,
- c. Be the Chairman of the Detachment Budget Committee,
- d. Be the Chairman of the Detachment Awards Committee,
- e. Perform other duties as requested by the Commandant and/or Board of Trustees.

Section 603. Junior Vice Commandant. The Junior Vice Commandant shall:

- a. Assist the Commandant in the discharge of his official duties,
- b. Serve as acting Senior Vice Commandant in the temporary absence of the Senior Vice Commandant,
- c. Serve as acting Commandant in the temporary absence of both senior officers,
- d. Serve as Senior Vice Commandant should that elected officer become unable to complete his term of office,
- e. Be the Chairman of the Annual Financial Audit Committee,
- f. Be the Chairman of the Membership and Recruiting Committee.
- g. Perform other duties as requested by the Commandant and/or Board of Trustees.

Section 604. Judge Advocate. The Judge Advocate shall:

- a. Facilitate the administration of all legal matters of the Detachment,
- b. Interpret and advise on any matter or questions concerning the Constitution and Bylaws of the Marine Corps League, Department of South Carolina and of this Detachment,
- c. Be available to the Detachment officers and Committees for legal advice pertaining to their official functions,
- d. Be responsible for reviewing the Detachment's books and financial statements at the end of each of the first three quarters of the year and more often if necessary. A report of each review shall be made to the membership at the next meeting following the review. The Financial Audit Committee shall make the annual review in the fourth quarter.

Section 605. Adjutant. The Adjutant shall:

- a. Produce and keep a full and complete record of the proceedings of all called meetings,
- b. Keep and, upon the Commandant's approval, submit such records as the Department and National may require,
- c. Maintain a current membership roster complete with their names and addresses. Their telephone numbers and e-mail addresses should be included when available. When possible, such information shall be kept on former members,
- d. Under the direction of the Commandant, read and process all communications and correspondence of the Detachment,
- e. As a member of the Membership and Recruiting Committee, record and bring all applications for membership to the Committee and then notify the applicant whether the applicant has been accepted or rejected by the Committee,
- f. Maintain a repository for posterity of the Detachment's official reports of business meetings and other documentation judged important,
- g. Perform related duties as may be assigned by the Commandant.

Section 606. Paymaster

- a. Have charge of all finances and see that they are safely deposited in a local bank or banks as designated by the Board of Trustees,
- b. Report monthly on the condition of the Department's finances. Recommendations as deemed necessary or expedient for raising funds to carry out Detachment activities may be included in the report,
- c. All checks disbursing the Detachment's monies shall be in accordance with Article X, Financial Procedures. At least one of the signers shall be the Paymaster or the Commandant, both of whom are bonded by National. The signatures of these two officers shall be on file with the bank. These procedures shall be in accordance with Detachment Bylaws, Article X, Financial Procedures, Section 1001.
- d. Retain and produce, upon request, all financial records, vouchers, and papers required for proper maintenance of the Detachment's account or for the required financial audits.

Section 607. Chaplain. The Chaplain shall:

- a. Be responsible for the spiritual welfare of the members and will offer divine but non-sectarian services for such events as dedications, funerals, public functions, and meetings,
- b. Adhere to such ceremonial rituals as are recommended by the Department or National,
- c. Perform any additional duties as may be assigned by the Commandant and/or the Board of Trustees.

Section 608. Sergeant-at-Arms. The Sergeant-at-Arms shall:

- a. Assist the Commandant in keeping order at all meetings,
- b. Ensure that only paid members of the Marine Corps League and authorized guests are admitted to official business meetings of the Detachment,
- c. Perform any additional duties as may be assigned by the Commandant and/or Board of Trustees.

Section 609. Immediate Past Commandant. The Immediate Past Commandant shall:

- a. Assume this position immediately without election upon the new Commandant taking office,
- b. Automatically become a member of the Board of Trustees and serve as its Parliamentarian,
- c. Perform any additional duties as may be assigned by the Commandant and/or the Board of Trustees.
- d. If, for any reason, the Immediate Past Commandant will not be available after his/her time in Office (i.e. relocating from the area or health reasons, etc.) the presiding Board of Trustees is authorized to appoint a Past Commandant who is also a member in good standing of this detachment to serve in the position as Immediate Past Commandant for the year. Should there be no Past Commandant in the detachment, the position will be left vacant.

Section 610. Reports. All officers or committee chairmen giving oral reports to the members at a business meeting shall give a legibly written abstract of the report to the Adjutant.

Section 611. Contracting Authority.

a. No Detachment Officer, Committee Chairperson, or Member of the Marine Corps League shall enter into, or sign any contract or agreement, for the purpose of binding the Detachment, Department or National Organization of the Marine Corps League without first submitting such contract to the Detachment Judge Advocate for consideration and the forwarding of recommendations to the Detachment Board of Trustees for review and approval/disapproval.

b. The Contracting Authority shall be limited to the Detachment Commandant, Judge Advocate or such other member as may be designated in writing by the Detachment Commandant for a specific purpose.

c. No Member may enter into an agreement or contract in their own name and paid for by them if that agreement or contract names the Detachment or the Marine Corps League as the primary organization or beneficiary of the agreement or contract.

**Article VII
Committees**

Section 701. Standing Committees. The Detachment shall have four standing committees;

a. The Budget Committee, chaired by the Senior Vice Commandant;

b. The Audit Committee, chaired by the Junior Vice Commandant; and

c. The Membership Committee, also chaired by the Junior Vice Commandant and to which the Adjutant shall be a member; and

d. The Awards Committee, chaired by the Senior Vice Commandant.

e. The Board of Trustees may appoint additional members to these committees as it deems necessary.

Section 702. Committees. Except for the above four standing committees, the Commandant, with the consent of the Board of Trustees, may appoint committees for purposes deemed necessary or cancel committees as deemed necessary. Except for the chairmen of the four standing committees, the Adjutant on the Membership Committee, and the Commandant as an *ex officio* member of all committees, committee members serve at the pleasure of the Board of Trustees.

**Article VIII
Subsidiaries and Subordinate Groups**

MCL National Bylaws Article X shall be applied as needed by this Detachment.

**Article IX
Grievance and Discipline**

MCL National Administrative Procedures, Chapter Nine (9), shall be applied when needed.

Article X
Financial Procedures

Section 1001. Checks.

a. All checks disbursing the Detachment's moneys shall be signed by authorized officers. Use of the Detachment Debit Card requires a signed "authorization form" prepared by the Paymaster with authorized officers' signatures. For those checks requiring two signatures, at least one of the signers shall be the Paymaster or the Commandant, both of whom are bonded by National. The signatures of these two officers and the Senior Vice-Commandant shall be on file with the bank.

b. All checks disbursing the Detachment's moneys in excess of \$200.00 shall be signed by two officers. All checks written by the Paymaster and payable to the Paymaster shall also be signed by two officers. Use of the Detachment Debit Card in excess of \$200.00 requires two authorized officer signatures on the "authorization form." All other checks shall require only one signature.

c. The Senior Vice Commandant and Immediate Past Commandant are authorized to cosign checks with the Paymaster but are not authorized to initiate expenditures not specifically approved by the Commandant or the Board of Trustees, or to hold moneys since they are not bonded. The cost of bonding in their cases would have to be borne by the Detachment.

d. When the duties of the Adjutant and the Paymaster reside in one individual, the Board of Trustees may authorize the Junior Vice Commandant to cosign checks providing that either the Commandant or the Adjutant/Paymaster is the other signer. In this case, the signature of Junior Vice Commandant shall also be on file with the bank.

Section 1002. Expenditures of Officers

a. Normal expenditure of funds will be those in accordance with the annual budget that has been approved by the membership at a duly constituted meeting.

b. The Commandant may spend or authorize the expenditure of no more than one hundred dollars (\$100.00) on non-budgeted emergencies between the monthly meetings of the membership without prior approval of the membership. Such expenditure shall be reported in the financial report at the next monthly meeting following the expenditure.

c. The Board of Trustees may spend or authorize the expenditure of no more than two hundred dollars (\$200.00) on non-budgeted emergencies between the monthly meetings of the membership without prior approval of the membership. Such expenditure shall be reported in the financial report at the next monthly meeting following the expenditure.

d. The Commandant's authorization and that of the Board of Trustees cannot be pooled to exceed the Board's \$200.00 limitation on a given emergency.

Section 1003. Expenditures by Member. A member may be given permission by the Commandant to spend up to \$50.00 or by the Board of Trustees to spend up to \$100.00 on an emergency non-budgeted project. Any such expenditures will count against the Commandant's or the Board's monthly authorization limit as the case may be.

Section 1004. Receipts. All expenditures, whether budgeted or for non-budgeted emergencies, will be backed up by legible and valid receipts, vouchers, or other documentation providing proof of the transaction. These will be given to and maintained by the Paymaster and retained in archives for a period of three (3) years.

Section 1005. Purpose of Expenditures. All expenditures of this Detachment shall be devoted exclusively to charitable, educational, operational, and recreational purposes, as defined by state and local statutes, and as set forth by the National Bylaws of the Marine Corps League.

Section 1006. Travel/Lodging Authorized Expense.

a. The Detachment Commandant, or designated Elected Officer, is authorized reimbursement for auto travel when attending the Department Quarterly Meetings in Columbia, SC, and auto travel, lodging and other Banquet costs when attending the Department Annual Convention.

b. The Detachment Commandant, or designated Elected Officer, shall produce valid receipts to the Detachment Senior Vice Commandant for approval. The Senior Vice Commandant will forward said receipts, in a timely manner, to the Detachment Paymaster for payment as outlined in Section 1004 to receive reimbursement.

c. A new line item titled "Travel/Lodging" will be added to the Detachment #1131 budget in the amount of \$1,000.00. At the start of each Detachment #1131 Fiscal Year, the Detachment Paymaster will ensure that this line item shows \$1,000.00. At no time shall reimbursement payments exceed this amount.

Section 1007. Annual Budget Discretionary Expenditures. Membership may vote to establish a minimum Detachment balance amount that cannot be exceeded without amending the budget at another duly constituted meeting. Assets/monies received in any given budget year in excess of the authorized budgeted expenses and that are above the minimum balance shall be designated as discretionary funds. These funds can be used for charitable projects or donation expenditures, provided they are authorized by Detachment membership or as noted in Sections 1002 and 1003.

**Article XI
Uniforms**

Section 1101. Minimum Uniform.

a. The mandatory minimum uniform for all members at meetings, public functions of the Detachment as designated by the Commandant or where a member representing the Detachment at a public gathering, funeral, patriotic talk to school children, or other such public function shall be the red Marine Corps League cover and emblem with the Detachment's name, and appropriate cap strips for officers.

b. At such functions all members, and most specifically the officers, are encouraged to wear the Marine Corps League casual uniform which is the red single-breasted blazer with two large Marine Corps League buttons on the front and three small ones on each sleeve, and worn as prescribed by the League, white shirt, black tie, black trousers, black belt, black sox, and black shoes.

c. All uniforms will be worn in a tasteful, respectful manner and as prescribed by the Marine Corps League. See the National Administrative Procedures, Uniform Code, Enclosure (3) for details on Formal, Undress and Casual – Red Blazer uniform wear to include the cover, medallions and lapel pins.

Section 1102. Work Uniform. The work uniform is not specifically described in the National Administrative Procedures Enclosure (3) other than to specify that medallions are not authorized for wear on T-shirts, polo shirts or civilian shirts. See the Detachment SOP Section 9 for additional detail.

Section 1103. Honor Guard. The Honor Guard is to be used for funerals and such other events as deemed appropriate by the Commandant. Typically, it will consist of a rifle team, bugler, and flag folding and presentation team but may vary depending on member availability. The Honor Guard uniform will be per this Detachment Bylaws, Article XI, Section 1101, b., with the addition of white gloves. Appropriate outerwear may be worn as weather dictates. The funeral home will have a copy of the DD214. The Detachment should check with the funeral home to verify the individual is eligible for military honors if the Detachment is requested to provide honors. The Greenville Marine Corps Reserve Center can provide, upon request, an Honor Guard for funerals. The Center can be contacted at 864-299-3937.

Section 1104. Color Guard. A Color Guard can be used for parades and at other public events, as requested and available, to present, post and retire the colors. A Color Guard typically consists of two riflemen and two or more flag bearers based on needs and member availability.

a. The Color Guard uniform will be at the discretion of the Commandant. Highly recommended uniforms of the Color Guard as provided in the National Administrative Procedure, Enclosure three (3) and posted on the National MCL website Library under "Uniform Code - Marine Corps League Enclosure Three (3).

Article XII Amendments

Section 1201. Amendments. These Bylaws may be amended or altered in whole or in part at any regular or special meeting of the Detachment by two-thirds (2/3) vote of the members present providing:

- a. A quorum is present at the meeting.
- b. That the proposed amendment or alteration shall have been discussed at a regular or specially called meeting held at least fifteen (15) days prior to the meeting at which the vote will be taken.
- c. That the proposed revision, amendment, or repeal, voted on will be in typewritten form and in the exact wording intended to be incorporated into the Bylaws.

Section 1202. Bylaws Review. These Bylaws will be critically reviewed in their entirety every five (5) years by an ad hoc Bylaws Committee for the express purpose of seeing that they are current and adequately functional, and to propose such changes that are necessary to make them so.

Section 1203. Effective Date. These Bylaws shall become effective providing:

- a. They have been discussed at a regular or specially called meeting held at least fifteen (15) days prior to the meeting at which the vote will be taken.
- b. The vote will be taken at a regularly scheduled business meeting or specially called meeting that meets the requirements of Detachment Bylaws, Article IV, Section 401. Approval of the Bylaws requires an affirmative vote approved by two-thirds (2/3) of the members in attendance providing a quorum is present at the meeting.
- c. They are approved by the Department Judge Advocate. (*National Bylaws, Article IX, Section 905*)

Article XIII
Dissolution

Federal Law/Internal Revenue Code, State of South Carolina Non-Profit Incorporation Law, National Bylaws, Article XII, Section 1200, Article IX, Section 945 and 950 plus other applicable local laws shall determine the dissolution of Lewis G. Watkins, Detachment #1131, and its assets.

Adopted by the members of the Lewis G. Watkins Detachment

Date: March 4, 2024

Signed:

Commandant: //s// Todd Alexander
 Timothy Todd Alexander

Judge Advocate: //s// Donald K. Alexander
 Donald K. Alexander

Approved by the South Carolina Department

Date: April 10, 2024

Signed:

Judge Advocate: //s// Claude H. Davis III
 Claude H. Davis III

Appendix One

The President of the United States in the name of Congress takes pride in presenting the MEDAL OF HONOR posthumously to

**Staff Sergeant Lewis G. Watkins
United States Marine Corps**

for services set forth in the following Citation

For conspicuous gallantry and intrepidity at the risk of his life above and beyond the call of duty while serving as a Guide of a Rifle Platoon of Company I, Third Battalion, Seventh Marines, First Marine Division (Reinforced), in action against enemy aggressor forces in Korea during the hours of darkness on the morning of 7 October 1952. With his platoon assigned the mission of re-taking an outpost which had been overrun by the enemy earlier in the night, Staff Sergeant Watkins skillfully led his unit in the assault up the designated hill. Although painfully wounded when a well-entrenched hostile force at the crest of the hill engaged the platoon with intense small-arms and grenade fire, he assisted in pinning down an enemy machine gun holding up the assault. When an enemy grenade landed among Sergeant Watkins and several other Marines while they were moving forward through a trench on the hill crest, he immediately pushed his companions aside, placed himself in a position to shield them and picked up the deadly missile in an attempt to throw it outside the trench. Mortally wounded when the grenade exploded in his hand, Staff Sergeant Watkins, by his great personal valor in the face of almost certain death, saved the lives of several of his comrades and contributed materially to the success of the mission. His extraordinary heroism, inspiring leadership and resolute spirit of self-sacrifice reflect the highest credit upon himself and enhance the finest traditions of the United States Naval Service. He gallantly gave his life for his country.

/S/ Dwight D. Eisenhower

Note: Staff Sergeant Watkins was born June 7, 1925 to Mr. and Mrs. Fred Watkins of Seneca, South Carolina. He enlisted in the Marine Corps on September 12, 1950. He is buried in the National Memorial Cemetery of the Pacific (Punchbowl), Honolulu, Hawaii. There is a Headstone and Grace marker at the Wolf Stake Baptist Church cemetery, Wolf Stake Church Road, Seneca, S.C. His memory is ceremoniously honored at the Wolf Stake Baptist Church cemetery each year by Lewis G. Watkins Detachment #1131, Marine Corps League.