By Law and Admin Procedure Change Submissions Summary Sheet

	Туре	Title	Revision/Change Proposal	Link
	ACTION	Approved Rejected Withdrawn(no color)		
1	Admin Proced.	AP Ch9 Council	i. Counsel. An individual selected by the Petitioner or the Respondent to represent him or her in prehearing, hearing, and post-hearing procedure under Chapter Nine. The individual selected may be either: (1) a member of the Marine Corps League in good standing with a minimum of one year membership, or (2) an independent, non-member of the Marine Corps League.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/1_AP_Ch9-Council.pdf
2	Admin Proced.	AP Enc 4 Precedence	The Order of Precedence of Marine Corps League Medals & Ribbons authorized to be worn by its members supersedes all medals and ribbons not issued by the MCL,	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/2_AP_Enc-4-Precedence.pdf
3	Admin Proced.	AP Delinquent Member 7035	Section 7035. Delinquent Member. A member shall be identified as delinquent whenever the member's dues are not paid and transmitted on or before membership expiration date as shown on member's card. (1) Submitting a transmittal accompanied by a standard application and ALL past dues which have accumulated during the entire period of the applicant's delinquent status, or	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/3 AP Delinquent-Member- 7035.pdf
4	By-Law	BL Quorum Sec 410	Section 410. Quorum. The minimum number required to transact the regular and legal business of a National Convention shall be the registered and approved delegates in good standing from 30% of all chartered departments in the Marine Corps League.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/4 BL Quorum-Sec-410.pdf
5	By-Law	BL & AP_BL AP Change Submission Proposals	The addition of two paragraphs (f) and (g), added to section 10020 ending at paragraph (e)	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/5 BL-AP BL-AP-Change- Submission-Proposals.pdf
6	Admin Proced.	AP CH 10 MISC-RESPECT - Covers	Proposed: New Paragraph c. Though widely practiced and accepted as a show of respect, no member, regardless of gender or religious preference, shall be required to "Uncover" (remove the cover) during prayer, religious, or other ceremonies, even when called upon to do so in the Marine Corps League Ritual. It shall remain the right of the individual to choose whether or not to remove their cover.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/6 AP CH-10-MISC-RESPECT- Covers.pdf
7	Admin Proced.	AP Convention Vote Registered	Section 2005. Time and Place. The time and place of each National Convention shall be decided by the Registered Members present at a National Convention two (2) years in advance, provided that, in an emergency, the present Registered Members may assign this duty to the National Board of Trustees.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/7 AP Convention-Vote Registered- Members.pdf
8	Admin Proced.	AP Det & Dept Life Fee	Add after upon proper payment of the fee. Plus a one time Administrative fee for the Dept and Det of \$5.00 each	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/8 AP Det-Dept-Life-Fee.pdf
9	Admin Proced.	AP Charter Susp or Revoke	e. The Department would ensure the current membership in good standing, suspended members as well as delinquent members still held on the National rolls of the Detachment, would be distributed to the closest Detachments pending the approval of the accepting Detachment. The accepting Detachment would have 30 calendar days to approve member(s). Once approved the members in question will have 30 calendar days to decline the transfer at which point the transfer will be approved or, if declined by either party, the member(s) will then be moved to the National Members-at-Large roster. If the current Departments charter is under suspension or revocation, the National Marine Corps League headquarters along with the Division NVC, would ensure these transfers take place according to subsection (e).	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/9 AP Charter-Susp-or-Revoke.pdf

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10	Aducia Decend		Exception: Any (Detachment, Department, Division or National) Anniversaries Requests shall be	https://www.mcleaguelibrary.org/wp-
10	Admin Proced.	AP BL&AP Change Exceptions	approved by the National Board of Trustees and not voted on by a National Convention. The request will be submitted to the National Board of Trustees via the National Uniform Committee using the "ANNIVERSARY MEDAL/RIBBON REQUEST" form in Enclosure (4), page 27.	content/uploads/2023/05/10 AP BLAP-Change- Exceptions .pdf
11	By-Law	BL Associate Member Voting	Allow voting at the Detachment Level if outlined in their Bylaws and/or Admin Procedures	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/11 BL Associate-Member- Voting.pdf
12	Admin Proced.	AP MODD Patch	Repel all of Uniform Code: Article IV Shoulder Patches: Section C	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/12 AP MODD-Patch.pdf
13	Admin Proced.	AP White Duty Belt	The MCL White Duty Belt is for usage while under arms (Honor Guard), standing post (Sergeant At Arms) or marching in a parade performing the duties of a Color Guard. It is NOT the same belt as a 1½" Dress Blue Uniform White Belt. The illustration below shows the drastic difference between each belt. Only example A is the authorized duty belt to be worn during any MCL Honor Guard, Color Guard or Sergeant-at-Arms duty. AMENDED	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/13 AP White-Duty-Belt.pdf
14	Admin Proced.	AP HG Patch	Article D. Only Honor Guard Members are authorized to wear Honor Guard Patch and worn ONLY when performing Honor Guard Functions. The HG Patch to be worn on the LEFT sleeve, centered on the sleeve and 1-1/2" below shoulder sleeve. MCL Patch to be worn below, centered and just touching HG Patch.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/14 AP HG-Patch.pdf
15	Admin Proced.	AP Enc. 4 Rewrite Complete Documents	Complete rewrite of MCL National Administrative Procedures, Enclosure (4) Four – MCL Awards Manual	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/15 AP Enc-4-Rewrite-Complete- Documents.pdf
16	Admin Proced.	AP PNC VAVS Award	Strike this award and remove it from the MCL National Administrative Procedures, Enclosure (4) Four – MCL Awards Manual.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/16 AP PNC-VAVS-Award.pdf
17	Admin Proced.	AP Award Classifications	Identify the MCL / MODD Personal Decorations, Commendation awards and Service/Achievement awards categories with parameters for clustering MCL / MODD awards in the MCL National Administrative Procedures Manual: Enclosure (4) Four – MCL Awards Manual.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/17 AP Award-Classifications.pdf
18	Admin Proced.	AP Revised Award Precedence	Add MCL/MODD Personal Decorations	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/18 AP Revised-Award- Precendence.pdf
19	Admin Proced.	AP Revised Dept and Det Cmdt Award	Past Department Commandant Medal (Commandant Samuel Nicholas) Medal: Bronze Ribbon: Red and gold stripe To be worn by Department Commandant upon successful completion of each elected term of office. AND Past Detachment Commandant Medal (Commandant John A. Lejeune) Medal: Bronze Ribbon: Maroon and Dark blue stripes To be worn by Detachment Commandant upon successful completion of each elected term of office.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/19_AP_Revised-Dept-and-Det- Cmdt-Award.pdf
20	Admin Proced.	AP Resignation with Prejudice	In accordance with Reference b), Restructure Paragraph a, and add a new subparagraph (2) to Chapter Seven, Section 7065, Paragraph a. without changing the current wording Chapter Nine, Section 9040, Paragraph d, without changing the current wording and add text to Attachment 8 of this Chapter. Chapter Nine, Section 9040 and add text to Attachment 9 of this Chapter	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/20_AP_Resignation-with- Prejudice.pdf
21	Admin Proced.	AP Membership Application	Add new paragraph b. to Chapter Seven, Section 7020 authorizing modification of the standard application	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/21 AP Membership- Application.pdf
22	Admin Proced.	AP Dues	dNew Members joining the MCL between 1 July and 31 December will pay the full amount of the current National Dues + \$5.00 Initiation fee and will have a membership expiration date on 31 August of the following year (up to 14 months). New members joining between 1 January and 30 June, will pay ½ half the current National Dues + \$5.00 Initiation fee, and will have membership expiration date on 31 August of the current year	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/22_AP_Dues.pdf

23	Admin Proced.	AP Good Standing	Members who are not in Good Standing, but who remain on the National Roster, may attend Meetings and participate in debate on the floor. However, a Member who is not in Good Standing may not vote on any issue before the body, or on Membership Applications, or during the Election of Officers and will ensure that they do not participate in voting.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/23 AP Good-Standing.pdf
24	Admin Proced.	AP Life Membership Fees	Modifications of the Life Membership Dues shall be recommended and published by the National Board of Trustees at least ninety (90) days before the Convention at which they to be considered and must be confirmed by the Delegates on the floor at the National Convention to be effective. The rates for Life Membership will be posted in this Section of the National Administrative Procedures.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/24 AP Life-Membership-Fees.pdf
25	Admin Proced.	AP Additional Awards	Amend NOTE 1. of Enclosure (4) to the National Bylaws and Administrative Procedures to establish a consistency with the Marine Corps Uniform Regulations by adding the 1/8" stars for the miniature medals.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/25 AP Additional-Awards.pdf
26	Admin Proced.	AP Enc. 3 Special Badges	Proposed additions to MCL Uniform Manual for clarification of Special Badges that may be worn in accordance with USMC regulations, during and after the period of detail, are the Presidential Service Badge, Vice Presidential Service Badge, Office of the Secretary of Defense Badge and the Joint Chief of Staff Badge.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/26 AP Enc-3-Special-Badges.pdf
27	Admin Proced.	AP 10020 Amendments	a. Exception: Department Anniversaries Requests shall be approved by the National Board of Trustees and not voted on by a National Convention. The request will be submitted to the National Board of Trustees via the National Uniform Committee using the "DEPARTMENT ANNIVERSARY MEDAL/RIBBON REQUEST" form in Enclosure (4), page 20. Additionally, all National Convention and/or Anniversary Medals and Ribbons shall be proposed and approved by the National Board of Trustees only. REVISED	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/27 AP 10020-Amendments.pdf
28	Admin Proced.	AP Enc. 4 Medallions	proposed change to provide correction to the Medallions awarded by the Chapel of Four Chaplains	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/28 AP_Enc-4-Medallions.pdf
29	Admin Proced.	AP Enc. 4 MCL National 100th	Proposed change of the order of precedence and the official name of the "Marine Corps League 100th Anniversary Medals and Ribbon" (Large & Miniature Medals and Ribbons)	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/29 AP Enc-4-MCL-National- 100th.pdf
30	Admin Proced.	AP Enc. 4 Distinguished Gold	Update to the enclosure because the awarding of this Medal/Ribbon to the National Marine of the Year and the National Associate Member of the Year was inadvertently left out last year's change.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/30 AP Enc-4-Distinguished- Gold.pdf
31	Admin Proced.	AP Det Flag	Suggested new design layout using the USMC approved globe & anchor.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/31_AP_Det-Flag.pdf
32	Admin Proced.	AP 2040 Nominations v2	Section 2040. Nominations a. Each Candidate for an Elected National office (National Commandant, National Senior Vice Commandant, National Junior Vice Commandant, National Judge Advocate) shall make an announcement in writing, stating that they will accept Nominations through the National Headquarters via the Executive Director/COO (who will disseminate to the BOT's and Department Commandants) at least 90 days prior to the opening of the National Convention which the Election is to take place. Stating they would accept a nomination from the floor no later than the day preceding the day on which the elections are to be held. Each nominee shall be a regular member in good standing in the Marine Corps League at the time of his/her nomination. Each nominee, when called upon, shall rise, if not restricted by a physical impairment, and state to the Chair that if elected, he/she will accept the office and serve loyally, faithfully, and to the best of his/her ability during the term to which elected. If there are no declared candidates present on the convention floor during nominations, then any other regular member in good standing can be nominated from the floor and will be accepted.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/32 AP-2040-Nominations-v2.pdf
33	Admin Proced.	AP Enc. 3 Uniform Names	Proposal to change the name (classifications) of the MCL uniforms as identified in the MCL National Administrative Procedures Manual: Enclosure 3 – MCL Uniform Manual.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/33 AP-Enc-3-Uniform-Names.pdf

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34	Admin Proced.	AP Enc. 3 Complete Rewrite	complete rewrite of MCL National Administrative Procedures, Enclosure (3) Three – MCL Uniform Manual	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/34 AP-Enc-3-Complete-Rewrite.pdf
35	Admin Proced.	AP 7025d Dues	Proposed changes to SECTION 7025.d to clarify the dates and amounts owed. REVISED	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/35 AP 7025d Dues.pdf
36	Admin Proced.	AP 7050b LM Blocked Fund	Change to define the term "Blocked Fund" referenced in sections 7050.c(3), 7050.d, 7050.h(4), and 7055. REVISED	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/36 AP 7050b-LM-Blocked- Fund.pdf
37	Admin Proced.	AP 7055 LM Audit	Section 7055. Certification of Life Members. Each Detachment will annually audit its participating Life Members as shown on the <u>Quarterly Member Listing of 30 June each year</u> . Following the audit, the Detachment will <u>annotate a copy of the Quarterly Member Listing</u> with appropriate remarks to show additions, deletions and other adjustments. Each adjustment will include the reason, and whenever possible, will cite supporting documentation (i.e., Dues Transmittals, Transfer Forms, etc.) to assist in correcting the records in National Headquarters. The annotated Listing will be certified to be correct as annotated by the Detachment Commandant and the Detachment Adjutant/Paymaster (or Paymaster) and will be <u>returned to the National Adjutant/Paymaster at National Headquarters through the Department</u> no later than 31 December following its receipt. REVISED	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/37 AP 7055-LM-Audit.pdf
38	Admin Proced.	AP 10020a Amendments	To standardized the format for amendments to be submitted to ensure that all information is presented to the Convention delegates and an informed decision can be made based solely on the standard formatted information provided	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/38 AP 10020a-Amendments.pdf
39	Admin Proced.	AP 10020d Amendment Motion Process	 d. If, after discussions with the Convention Committee, the proposing member had agreed to a revision to their proposed amendment, their revision will be noted when presenting the proposed amendment to the floor. When a proposed amendment is read by the Bylaws Committee member, it becomes the Main Motion made on behalf of the proposing member. The Bylaws Committee member opens the discussion by making a recommendation from the Committee to accept or reject the proposed amendment. Additional comments from the floor can be made. (1) The proposed amendment, including any agreed-upon changes made by the proposing member prior to the Convention, is the Main Motion and as such, can only be amended on the Convention floor if the proposing member agrees to the change. (2) If there are any changes made on the floor with the approval of the proposing member, the reworded proposal is read and displayed on a video screen if possible. (3) A majority will approve or reject the final version of the proposed amendment. 	<u>https://www.mcleaguelibrary.org/wp-</u> <u>content/uploads/2023/05/39_AP_10020d-Amendment-</u> <u>Motion-Process.pdf</u>
40	Admin Proced.	AP Enc. 9 Style Guide References	implement a proposed Style Guide and Glossary (Style Guide) as a tool to standardize their writing as it applies to League documents. COMBINED W/41	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/40 AP Enc-9-Style-Guide-and- Glossary.pdf
41	Admin Proced.	AP BL and AP Enc. 9 Style Guide References	Proposed to add both to the NBL and NAP guidance & references in producing for more uniform and professional appearing documents. COMBINED W/40	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/41 AP BL-and-AP-Enc-9-Style- Guide-References.pdf
42	Admin Proced.	AP Enc. 3 Cover Dual Member	V. MARINE CORPS LEAGUE COVER DUAL MEMBER Strip or Embroidered on Cover	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/42 AP Enc-3-Cover-Dual- Member.pdf

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43	Admin Proced.	AP 6015 Install Det Officers	Section 6015. Installation of Detachment Officers a. The Detachment Commandant elect shall select an Installing Officer of his/her choice. Such information shall be forwarded to the Department Commandant. b. The Installing Officer must be the National Commandant, an elected National Officer, a Past National Commandant, the Department Commandant, an elected Department Officer, a Past National Commandant, the Department Commandant or a Past Detachment Commandant. (REV 2021) c. It shall be the responsibility of the Installing Officer to sign, date and forward the Report of Officer InstallationDetachment form within five (5) [amended to 14] days of the installation and submission within the time frame to their respective Department and National Headquarters as specified in NBL Article IX, Section 940. (See NAP Enclosure Six (6) "Report of Officer InstallationDetachment" Form.)	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/43 AP 6015-Install-Det- Officers.pdf
44	Admin Proced.	AP Enc. 3 Past Commandant Cover	V. MARINE CORPS LEAGUE COVER C All Past Officers listed above may identify their Past Office with a title strip or embroidery and may display the years that they held that office With the exception of Past National Commandants, Honorary Past National Commandants, Past Chief Devil Dogs, and Honorary Chief Devil Dogs, they all may also display the organization where they held that office (i.e., Southeast Division, Department of Ohio, Chattanooga Detachment, etc.)	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/44 AP Enc-3-Past-Commandant- <u>Cover.pdf</u>
45	Admin Proced.	AP 7045 MAL	Section 7045 Members-at-Large. c. A Member-At-Large (MAL) is eligible to affiliate with a Detachment or sign the application for a Charter without further payment of a fee or dues; provided said member is in good standing at the time of affiliation or the charter is issued. (1) A Member-at-Large is carried on Marine Corps League rolls only at the National level and does not appear on any Detachment, Department or Division rosters. As such, they are not a member and they cannot be nominated, elected or be appointed to serve in any position or capacity within those organizations . Nothing precludes MAL attending Marine Corps League meetings as long they are in "good standing", but they cannot represent a Detachment, Department or Division in any formal capacity until such time as they request transfer to and are accepted by the respective Detachment and appear on their rolls. (2) A Detachment which accepts a Member-At-Large shall submit a Request for Transfer attached to a Dues Transmittal via the jurisdictional Department Paymaster (or Adjutant/Paymaster) to National Headquarters requesting that said member be transferred from a Member-At-Large status to member status of the Detachment.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/45_AP_7045-MAL.pdf
46	Admin Proced.	AP 9000c Grievance	 c. Grievance. A Grievance is an injustice which gives grounds for complaint because it is harmful or unjust. (1) The written grievance shall specify: (a) what is alleged to have occurred, (b) when it was alleged to have occurred, (c) where it was alleged to have occurred, (d) the names of the parties and witnesses, and (e) such other supporting information as may be necessary to adequately inform the Respondent, so a defense may be prepared. (2) A Grievance does not subject the Member, Detachment, or Department to punishment. The goal of the grievance is to resolve the injustice. (3) Prior to the written Grievance being filed with the Jurisdictional Judge Advocate, the Grievance must be considered by the Detachment to attempt to mediate the problem. (Rev 2021) The Detachment Commandant and Detachment Judge Advocate should provide a written summary of the events, any pertinent facts and actions taken on behalf of the Detachment to mediate the problem prior to submission to the Jurisdictional Judge Advocate. (4) When a Grievance is filed with the Jurisdictional Judge Advocate (see Section 9000(e) below) by the aggrieved Member, in accordance with Section 9015 of this chapter, the role of the Detachment is then terminated, and the Grievance moves forward in accordance with those procedures. 	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/46 AP 9000c-Grievance.pdf

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47	Admin Proced.	AP 7035 Delinquent Member	Revise/update the penalties of becoming a Delinquent Member and/or leaving the League as it relates to loss of original membership number, name stricken from the League rolls, as well as the potential of all accomplishments recorded under the original number may be impacted as well.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/47 AP 7035-Delinquent- Member.pdf
48	By-Law	BL Article Eight Section 855 ROI	Section 855. Election of Officers. Each Department shall hold an annual election and installation of officers between September 1 and June 30th. The "Report of Officer Installation" form should be completed and submitted to all applicable recipients within five (5)[amended to 14] days of installing the officer(s) and must be received by the National Headquarters by July 31st of each year. Any time throughout the year and there was a	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/48 BL Article-Eight-Section-855- ROI.pdf
49	By-Law	BL Article Nine Section 940 ROI	Section 940. Election of Officers a. Each detachment shall hold an annual election and installation of officers between September 1 and May 15. Installation must be conducted no later than the last day of the month subsequent to the election. The "Report of Installation-Detachment" form must be submitted within five (5) [amended to 14] days of installation to ensure that it is received at National Headquarters by June 30th of each year to establish credentials for the National Convention. A Detachment is NOT in good standing if this report is not received.	https://www.mcleaguelibrary.org/wp- content/uploads/2023/05/49 BL Article-Nine-Section-940- ROI.pdf