

## **ARTICLE I - NAME**

Section 1. The name of the organization shall be Memorial Rifle Squad, Fort Snelling National Cemetery.

## **ARTICLE II - OBJECTS**

Section 1. Provides ceremonial burial service free of charge for an Honorably Discharged Veteran from the Armed Forces of the United States, if requested by the next of kin or funeral home.

Section 2. Hours of Service – 10:00 a.m. to 2:00 p.m.

## **ARTICLE III - MEMBERSHIP**

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

Section 2. It represents all eligible veterans and all branches of the Armed Forces and performs ceremonial burial services.

## **ARTICLE IV - MEMBERSHIP**

Section 1. Membership in the Memorial Rifle Squad is open to any veteran honorably discharged from the Armed Forces of the United States, and who is also a member of a Veterans Service Organization.

## **ARTICLE V - OFFICERS**

Section I(a). The elected officers of the Memorial Rifle Squad shall be Commander, Vice Commander, Finance Officer, Quartermaster, three (3) Trustees, Chaplain and Ordinance Officer.

Section 1 (b). The appointed officers of the Memorial Rifle Squad shall be Adjutant, Historian, and Officer of the Day.

Section 2. Squad Leader and Assistant Squad Leader to be elected by daily squads annually in December.

Section 3. Each member of the Memorial Rifle Squad is eligible to hold office provided he or she has been a member for one year and has completed two hundred (200) or more volunteer hours with the Memorial Rifle Squad.

Section 4. Elected Officers shall be nominated and elected during the annual meeting and immediately assume duties of the offices.

Section 4.1 A formal officer installation ceremony will be held annually in April.

Section 4.2 The Commander on the day of election or as soon thereafter as possible, shall appoint the Adjutant, Historian and Officer of the Day and such other officers as may be required by vote of the membership.

## **ARTICLE VI - FINANCE**

Section I. All money from donations, services provided or the sale of equipment or merchandise, under the name or use of the name, Memorial Rifle Squad, shall be transmitted promptly to the Finance Officer. Finance Officer will deposit all funds, in the name of the Memorial Rifle Squad, in a Financial Institution approved by Rifle Squad Officers.

## **ARTICLE VII – CHARTER & CO-FOUNDERS**

Section I. Charter Members are those who joined the Memorial Rifle Squad before January 23, 1980.

## **ARTICLE VIII - ADMENDMENTS**

Section I. By-Laws may be amended, or changed, at an annual meeting or special meeting.

Special Meeting may be called at request by two or more Squad Leaders.

Special Meeting may be called by Commander.

Special Meeting date must be posted on bulletin board 15 days prior to meeting.

Section 2. By-Law amendments, or changes, to be read and approved by two-thirds of officers present at an officers meeting to be convened prior to annual meeting.

Section 2.1 Proposed By-Law amendments must be posted on bulletin board at least 15 days before officers meetings.