



# Marine Corps League Department of North Carolina



**William E. "Bill" Brown**

**Judge Advocate**

05-April-2023

From: William E. Brown,  
To: Judge Advocate, Department of North Carolina  
Bylaws Committee Chairperson, Department of North Carolina

Subject: Proposed DoNC Bylaws Change Article Four Section 401

In accordance with Article Eight, Section 800, of Department Bylaws (DBL) Amendments, I am submitting the following change for consideration at the 2023 Department of North Carolina Convention.

**CURRENT LANGUAGE None.**

## **PROPOSED LANGUAGE (New or Revised text in RED)**

### **Section 401 Department Administrative Procedures**

a. Changes to the Department Administrative Procedures (DAP) will be approved by the membership by majority vote at a Department Convention. At present the Department Administrative Procedures are contained like attachments as Chapters of the Department Bylaws. It is the intent to separate these two documents as was previously done at the National level. The DAP chapters will apply primarily to duties and functions related to the Department Staff and are typically restricted to the Department level.

b. Changes to the Department Administrative Procedures may also be approved by the Department Executive Board of Trustees by majority vote when it is necessary for the operational needs of the Department. These changes to the Administrative Procedures will be sent immediately to all District Vice Commandants with directions to be passed to all Detachments. Amendments can be proposed to the changes made by the Board of Trustees to the Administrative Procedures and they must be submitted to the Department Judge Advocate/Bylaws Committee no later than 1 April each year

**RATIONALE:** Much as in the past, the Department Executive Board of Trustees will be empowered to approve additions and updates the Departments Administrative Procedures to document the processes in place for Detachment Staff and Department level programs and initiatives. These will be presented to the Executive Board of Trustees and where appropriate to the Consolidated Board of Trustees for review and approval. Examples of two previously approved Chapters are SOP for DVC and Department Compliance Officer.

Respectfully Submitted,

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