

Fleet Reserve Association
SOUTHEAST REGION
Bylaws and Standing Rules



RATIFIED AT THE 95TH NATIONAL CONVENTION

RENO, NEVADA

This is certified to be a true copy of the current SER Bylaws & Standing Rules

NOV 1, 2023

JERRY ANGER, REGIONAL PRESIDENT SOUTHEAST

TABLE OF CONTENTS

BYLAWS

I	NAME	BL-1
II	OBJECTS	BL-1
III	JURISDICTION	BL-1
IV	OFFICERS	BL-1
V	DUTIES OF OFFICERS AND COMMITTEES	BL-2
VI	REGIONAL CONVENTION	BL-6
VII	AMENDMENTS	BL-8
VIII	BRANCHES	BL-9
IX	FINANCE	BL-9
X	MISCELLANEOUS	BL-12

STANDING RULES

1	RULES GOVERNING SOUTHEAST REGION	SR-1
2	ORDER OF BUSINESS BY CONVENTION CHAIRMAN AND REGIONAL PRESIDENT	SR-2
2	SOUTHEAST COMMITTEE AWARDS	SR-3

BYLAWS AND STANDING RULES OF THE SOUTHEAST REGION
FLEET RESERVE ASSOCIATION

ARTICLE I - NAME

SECTION 101. The name of this organization shall be the Southeast Region, Fleet Reserve Association.

ARTICLE II - OBJECTS

SECTION 201. The objects for which this organization is formed are as stated in the Constitution and Bylaws of the Fleet Reserve Association.

ARTICLE III - JURISDICTION

SECTION 301. The membership of the Southeast Region shall be comprised of and restricted to the members of all Branches of the Fleet Reserve Association situated within the geographical area of the Southeast Region defined in Section 1101(c), C&BL.

SECTION 302. These Bylaws and Standing Rules shall govern the administration of the Southeast Region, Fleet Reserve Association, and shall not conflict with the Constitution and Bylaws and Standing Rules of the Fleet Reserve Association at any time.

ARTICLE IV - OFFICERS

SECTION 401. The officers of the Southeast Region shall be Regional President, Regional Vice President, Regional Secretary/Treasurer, and Junior Past President.

SECTION 402. Branches may nominate or endorse for Regional Office any member of the Southeast Region who is eligible to hold office. Nominations or endorsement for office shall be forwarded to the President of the Southeast Region prior to 1 May for promulgation to all Branches of the Region. Nomination may be made from the floor by any accredited delegate. If the nominee is not present at the time of nomination, the Shipmate shall not be eligible unless the Presiding Officer has a written acceptance for the nomination from the nominee.

SECTION 403. At the Regional Convention, the delegates shall elect for a one (1) year term, the Regional President and Vice President; and, every three years, a Regional Secretary/Treasurer for a three (3) year term. The Regional President shall appoint the Regional Parliamentarian and the Regional Chaplain.

SECTION 404(a). The Regional President-elect shall be in person or by proxy at the National Convention.

SECTION 404(b). The Regional Vice President and Regional Secretary/Treasurer shall be installed in person or by proxy at the Regional Convention at which he is elected.

SECTION 405. In the event no Regional or National Convention is held, the offices shall be filled in accordance with Article 7, C&BL.

SECTION 501(a). The Regional President shall be a National Officer and a member of the National Board of Directors and shall perform the duties as prescribed in these Bylaws and Standing Rules and C&BL.

ARTICLE V - DUTIES OF OFFICERS AND COMMITTEES

SECTION 501(b). The Regional President shall be responsible for conducting the provisions, regulations and policies of the Southeast Region as prescribed in the C&BL.

SECTION 501(c). The Regional President shall appoint all Standing and Special Committees, except for those by action of a Branch hosting the Regional Convention and shall publish same to all Branches in the Southeast Region.

SECTION 501(d). The Regional President shall authorize regional funding for procurement of Regional Committee Awards.

SECTION 501(e). The Regional President shall be an ex-officio member of all Regional Committees.

SECTION 501(f). The Regional President shall stay connected with all Branches of the Southeast Region, and, if possible, visit each Branch at least once during the term of office.

SECTION 501(g). If the Regional President is unable to visit a Branch of the Region or attend a regional function when such visit is deemed necessary, the Regional President may designate the Regional Vice President, or any member of the Southeast Region in good standing, to represent the office. In these instances, the representative shall forward a written report on the meeting or function to the Regional President.

SECTION 501(h). The Regional President may call a Midyear or Special Meeting, when deemed necessary, at a time and place of his choosing.

SECTION 501(i). The Regional President shall function as Presiding Officer of the annual Convention during the business sessions and shall notify within five (5) days after adjournment of said convention, the National President, and the National Executive Director of the duly elected successor, together with the name and address of the newly elected Regional Vice President and Regional Secretary/Treasurer.

SECTION 501(j). The Regional President shall cause to be promulgated all resolutions received in accordance with Article VII, BL&SR, which require action by the delegates at a Regional Convention to all Branches of the Southeast Region and to the Chairman of the Regional Committee on Bylaws and Standing Rules ninety (90) days prior to the convening of that Regional Convention.

SECTION 501(k). The Regional President shall keep the Regional Officers fully informed of all matters of regional importance and shall seek their counsel.

SECTION 501(l). The Regional President shall deliver, or cause to be delivered to the successor in office, all records, files, monies and other property, belonging to the Fleet Reserve Association, Southeast Region, in his possession or under his control, received by him or entrusted to him in connection with the duties of his term of office within fifteen (15) days after being relieved.

SECTION 501(m). The Regional President shall notify a delinquent Branch in writing if it fails to comply with the provisions of the BL&SR of the Southeast Region and MAY recommend to the National President that a resolution be promulgated to the National Board of Directors to suspend the Branch Charter (prior to the convening of the Southeast Regional Convention) until such time as the Branch is in compliance.

SECTION 502. The Regional Vice President shall be the assistant to the Regional President and shall perform such duties as may be prescribed by the Regional President or the National Board of Directors.

SECTION 503(a). The Regional Secretary/Treasurer shall assist the Regional President in the performance of his duties.

SECTION 503(b). The Regional Secretary/Treasurer shall at the direction of the Regional President, publish a quarterly Regional Newsletter.

SECTION 503(c). The Regional Secretary/Treasurer shall record and transcribe the minutes of the Southeast Regional Convention and shall forward the original to the Presiding Officer within sixty (60) days after convention adjournment for his signed approval. After approval, the Regional Secretary/Treasurer shall forward one copy to the National Executive Director; Regional Vice President; each Branch in the Southeast Region; each Southeast Region Standing and Special Committee Chairman; and all Past National Officers residing in the Southeast Region who are active in regional affairs; and two copies to the Regional President.

SECTION 503(d). Audiotapes of the Southeast Regional Convention will be saved and made available to any Branch so requesting a copy at the cost of reproducing same. Upon publication and approval of minutes, audio tapes may be destroyed.

SECTION 503(e). The Regional Secretary/Treasurer shall be responsible for printing and distributing the Southeast Region Bylaws and Standing Rules when changes are adopted by the delegates in convention and ratified by the National Board of Directors of the Fleet Reserve Association.

SECTION 503(f). The Regional Secretary/Treasurer shall be responsible for the printing and distribution of Branch Delegation Certification Forms, including voting strength by Branches.

SECTION 503(g). The Regional Secretary/Treasurer shall be the custodian of all Regional Funds. He shall receive all monies as may be properly credited to the Regional Operating Fund, keeping a true and accurate record of same. He shall deposit all funds received in the proper account at a bank as specified in ARTICLE IX.

SECTION 503(h). Disbursement and investment of Regional Funds shall be made by the Regional Secretary/Treasurer utilizing accurate documentation and only as authorized by the Regional President.

SECTION 503(i). Prior to each Southeast Regional Convention, the Regional Secretary/Treasurer shall make available for each Regional Account, all bank statements, check registers, vouchers, and documents to support payments and the current financial report for the period following the most recent audit to the Audit and Finance Committee for audit.

SECTION 503(j). A Financial Report covering all regional accounts shall be prepared by the Regional Secretary/Treasurer and submitted to the Regional President at each Regional Convention. This report shall be approved by the Finance and Audit Committee and will become part of the Convention Minutes.

SECTION 504(a). The Junior Past President shall advise and assist the Regional President during the transition of office and at other times when requested to do so.

SECTION 504(b). The Junior Past President shall be an advisory member of the Regional Committee on Finance and Audit during the audit for the host Branch Convention Meeting.

SECTION 505. In the event a Regional Officer, other than the Regional President, becomes incapacitated, resigns, or is unable to complete the term of office to which he was elected, the Regional President shall appoint a Special Committee to recommend a successor. This Committee shall be composed of not less than five (5) members, each from a different Branch, and at least three (3) members who shall have served in the office of Regional President. The Committee shall make recommendations to the Regional President as soon as possible, but not later than thirty (30) days after its appointment. The Regional President shall appoint a successor to complete the unexpired term of office based on the committee's recommendation.

SECTION 506(a). The Standing Committees of the Southeast Region shall be:

- (1) Regional Committee on Time and Place
- (2) Regional Committee on Bylaws and Standing Rules
- (3) Regional Committee on Membership and Retention
- (4) Regional Committee on Youth Activities
- (5) Regional Committee on Americanism/Patriotism
- (6) Regional Committee on Legislative Service
- (7) Regional Committee on Hospitals, Welfare and Rehabilitation
- (8) Regional Committee on Public Relations
- (9) Regional Committee on Finance and Audit
- (10) Regional Committee for Disaster Relief
- (11) Regional Committee for Veterans Service

SECTION 506(b). The Chairman of each Standing Committee shall make an annual report of the Committee's activities to the Regional Convention with such recommendations as deemed proper. Recommendations requiring action by the Regional Convention shall be submitted in accordance with SECTION 611, BL&SR.

SECTION 506(c). Each Standing committee Chairman shall receive and review all Branch Committee Reports of his respective Committee, recommend a Branch and a Shipmate from each membership group as recipients of the Southeast Regional Awards, and ensure that those reports selected are forwarded to the respective National Committee Chairman in accordance with SR-7, C&BL.

SECTION 506(d). Each standing committee shall review the portion of the Bylaws pertaining to areas affecting that particular committee, and should a change to the Bylaws and Standing Rules be required or desired, the committee will draft the change in accordance with Section 704(a) and subject to concurrence of a majority vote of committee members, a resolution shall be submitted in accordance with Section 704(b).

SECTION 507. The Regional Committee on Time and Place shall endeavor to obtain bids from Branches to host the annual Regional Convention two (2) years in advance. Following the receipt of bids, this committee shall investigate and study the bids received and shall recommend to the delegates the site for the Regional Convention.

SECTION 508. The Regional Committee on Bylaws and Standing Rules shall make an annual review of the Regional Bylaws and Standing Rules, review and study all proposed changes to the Regional Bylaws and Standing Rules submitted by Branches within the Southeast Region and submit such resolutions to the Regional Convention with its recommendations.

SECTION 509. The Regional Committee on Membership and Retention shall devise ways and means of increasing membership and reducing delinquency.

SECTION 510. The Regional Committee on Youth Activities shall study the various methods by which the Branch and members may best serve the youth of the community toward becoming more useful citizens, and to promote the involvement of Branches and their members in youth activities.

SECTION 511(a). The Regional Committee on Americanism/Patriotism shall encourage the Branches to honor the Flag of the United States of America, to foster the principles of our founding fathers as expressed in the Constitution of the United States of America, to determine ways and means of Branch participation in public and civic affairs observing the anniversary of distinguished persons and events of our history.

SECTION 511(b). The Committee shall administer the National Americanism Essay Contest in accordance with Fleet Reserve Association Standing Rule 9, and present awards on the regional level for said contest.

SECTION 511(c). The Committee shall encourage the Branches to honor our departed Shipmates in the manner so eloquently expressed in the C&BL of the Fleet Reserve Association and the appropriate rituals provided for such solemn occasions.

SECTION 512(a). The Regional Committee on Legislative Service shall consist of at least one member from each state in the Southeast Region. This committee shall study legislation introduced in the State Legislature, which may affect the members of the Southeast Region and expediently disseminate this information.

SECTION 512(b). This Committee shall endeavor, through personal contact, correspondence, or other available means, to familiarize State Legislators with the aims and purposes of the Fleet Reserve Association and its position on pertinent legislation.

SECTION 513. The Regional Committee on Hospitals, Welfare and Rehabilitation shall foster and maintain good relations between the Fleet Reserve Association and the Southeast Regional hospitals extend praise and commendation to those members and Branches that have rendered outstanding service and ensure that Shipmates and dependents are receiving the full benefits of existing laws and regulations.

SECTION 514. The Regional Committee on Public Relations shall promote and publicize the aims, purposes, and accomplishments of the Fleet Reserve Association.

SECTION 515(a). The Regional Committee on Finance and Audit shall consist of a Chairman and at least two (2) additional Shipmates, each from a different Branch. They shall audit the financial records of the Treasurer not later than thirty (30) days after the adjournment of the Regional Convention, or anytime by direction of the Regional President. The Audit shall consist of but not limited to:

(1) A certified copy of all expenditures and receipts of the Midyear Meeting, if one is held, and the Annual Southeast Region Convention.

(2) A report of all receipts and expenditures of the Southeast Region. Each expenditure shall be identified by budget line item using the voucher system.

(3) The final report shall show the total monies held on hand by the incoming/present SER Treasurer and identify any significant findings, with recommendations for corrections. The final report shall be submitted to all Branches of the Southeast Region not later than ninety days (90) following the Regional Convention.

SECTION 515(b). The Committee shall compile and submit a proposed annual budget for the Southeast Region. This budget shall be submitted to the Regional President for publication to the Region not later than 1 May each year.

SECTION 516. The Regional Chairman for Disaster Relief shall investigate each Disaster Relief Fund request in the region, and make appropriate recommendation to the Regional President in accordance with Standing Rule 7, C&BL.

SECTION 517(a). The Regional Committee on Veterans Service

Section 517(b). Committee members shall be either VA accredited as veteran service officer (VSO) representing FRA or designated as an FRA Representative or Deputy Representative for the VA Voluntary Service (VAVS) program at a VA medical facility.

Section 517(c). To oversee the FRA VSO and VAVS programs, providing education and outreach of same to the membership of the Association, including the policies and regulations associated with these programs; to report on the number and activities of FRA accredited VSO representative and representatives in the VAVS program in each region; to solicit branches and Shipmates to become involved in departments of veterans affairs/services on the state, local or national level, including VA regional offices, medical facilities, state of national veteran cemeteries or veteran homes; and to annually recognize outstanding service by a Shipmate in service to veterans. When the need for assistance is beyond the capacity of the local branch, the Branch President shall make a report to the Regional Chairman and Regional President with appropriate recommendations.

Section 517(d). It shall solicit the cooperation of branch chairperson of this committee and instill the importance of this committee at the branch level.

Section 517(e). The Chairman shall make an annual report to the delegates at the Regional Convention.

ARTICLE VI - REGIONAL CONVENTION

SECTION 601(a). The governing body of the Southeast Region shall be the properly designated and qualified delegates of the Branches of the Southeast Region assembled at the Regional Convention.

SECTION 601(b). The authority of a Regional Convention shall be restricted to the provisions of the C&BL and SR.

SECTION 602. The Southeast Region shall hold an annual Regional Convention at least twenty (20) days prior to the convening of the National Convention.

SECTION 603(a). The time and place of the annual Regional Convention is to be decided by the delegates at the Convention two (2) years in advance.

SECTION 603(b). A Branch or Branches desiring to sponsor a Regional Convention shall:

(1) Submit their request in resolution form, in accordance with SR-6 C&BL, as far as practicable.

(2) Appoint a member of their Branch to prepare and make a presentation to the Regional Committee on Time and Place.

(3) When two (2) or more Branches are working together, one (1) Branch will be designated the Host Branch and will be so indicated in the Resolution.

(4) The Convention Chairman shall forward any unexpended assessment funds to the Regional Secretary/Treasurer for deposit into the Southeast Region Operating Fund.

SECTION 603(c). Should the Regional Committee on Time and Place be unable to obtain an acceptable bid from Branches of the Region to sponsor the Regional Convention, the Regional President shall, at the Regional Convention following the deadline for bids, nominate a committee for consideration of the delegates, to host the Regional Convention. This committee shall consist of a minimum of three (3) members approved by the delegates of the Southeast Region, Fleet Reserve Association and two (2) members considered and approved by the delegates of the Southeast Region, Ladies Auxiliary Fleet Reserve Association. The Southeast Region President, Fleet Reserve Association, shall appoint the chairperson of said committee.

SECTION 603(d). The committee approved by the delegates shall:

(1) Send a request for proposal to host the Regional Convention to a minimum of ten (10) convention bureaus throughout the Southeast Region.

(2) Select a site from among the proposals received. Comply with the applicable provisions of Article 6, C&BL, FRA.

(3) Host the convention.

SECTION 604. In the event the sponsoring Branch is unable to make suitable arrangements, or if it should be determined by the Regional President that the arrangements are unsatisfactory, the Regional President shall have the authority to cancel the place of the annual Convention and, upon the advice of the Regional Vice President and the Junior Past Regional President, proceed to make preparations for holding the annual convention at a more suitable place.

SECTION 605(a). The Branch or Branches sponsoring a Regional Convention shall appoint a Convention Chairman and Committee. The Committee shall incorporate under the laws of the State in which the convention is to be held. Their names and address shall be reported to the Regional President not later than 1 October preceding the Convention.

SECTION 605(b). The Branch or Branches sponsoring a Regional Convention shall provide a suitable meeting place, notifying the Regional President of the name and address of the meeting place not later than 1 January of the Convention year.

SECTION 606(a). In addition to other committees which may be appointed, the Host Branch shall appoint a Credentials and Registration Committee.

SECTION 606(b). The Credentials/Registration Committee, under the auspices of the Regional Convention Chairman, shall keep a complete and true tally of all delegates and proxies that are registered and report same to the Southeast Regional Convention when requested to do so by the Regional President.

SECTION 607. Each Branch shall be entitled to the number of votes equal to the number of delegates to which it is entitled in accordance with ARTICLE 6, C&BL based on the 31 March report of the Director, Membership Development.

SECTION 608. The names of the delegates shall be submitted to the Regional President and the Host Branch at least thirty (30) days prior to the Southeast Regional Convention. However, all authorized delegates will be recognized.

SECTION 609. Delegates to the Southeast Regional Convention shall be members in good standing of the Southeast Region. The Chairman of a Branch delegation or proxy delegates shall deliver to the Credentials Committee evidence of the authority over the signature of the President and Secretary of the Branch, which they represent. Delegates or proxy delegates may not delegate their authority in turn to other delegates unless such authority is so specified in their instructions from the Branch which they represent as delivered to the Credentials Committee.

SECTION 610. A quorum shall exist at the Convention when two-thirds (2/3) of the authorized voting strength of the Southeast Region is registered.

SECTION 611. Resolutions to be acted upon at the Regional Convention, except nominating resolutions and those of a personal nature indicating an expression of sympathy, gratitude, thanks, appreciation, etc., which may be made from the Convention floor, should be forwarded to the Regional President one hundred and twenty (120) days prior to the convening of that Regional Convention for promulgation to all Branches of the Southeast Region in accordance with the provision of SECTION 501(j), BL&SR.

SECTION 612. The delegates may by motion, resolution or recommendation, instruct the Regional President to present the majority viewpoint of the delegates in attendance at the Regional Convention on any matter pertinent to the affairs of the Southeast Region of the Fleet Reserve Association at any National Committee Meeting or any National Board of Directors Meeting, except the support of an individual candidate for National Office. In the event the matter becomes an issue at a National Convention, this action will not be binding on any Branch of the Southeast Region.

SECTION 613. Members of the Fleet Reserve Association in good standing shall have access to the regular sessions of the Convention, but shall have no vote, nor privilege of the floor unless they are an accredited delegate. Visiting members may be granted the privilege of the floor.

ARTICLE VII - AMENDMENTS

SECTION 701. The Bylaws and Standing Rules of the Southeast Region may be amended by the action of the delegates to a Regional Convention in the manner hereinafter provided.

SECTION 702. A two-thirds (2/3) vote of the registered voting strength at a Regional Convention is required to amend the Bylaws and Standing Rules of the Southeast Region.

SECTION 703. Proposed amendments to the Southeast Region Bylaws and Standing Rules shall originate:

SECTION 703(a). In a Branch. The amendment will be proposed at a regular meeting of the Branch held in one month, then read, debated, and acted upon at a subsequent regular monthly meeting of the Branch, with not less than a two-thirds (2/3) favorable vote required for adoption.

SECTION 703(b). By a Regional Standing Committee, by resolution adopted by a majority vote of its members.

SECTION 704(a). Proposed amendments and/or Standing Committee recommendations requiring action of a Regional Convention shall be presented in resolution form in accordance with the principles of ARTICLE 14, C&BL.

SECTION 704(b). Proposed amendments shall be forwarded to the Regional President not later than one hundred twenty (120) days prior to the convening of that Regional Convention.

SECTION 705. Amendments to the Southeast Region Bylaws and Standing Rules adopted by the Convention shall become effective upon ratification by the National Board of Directors of the Fleet Reserve Association.

SECTION 706. Following ratification of the Bylaws and Standing Rules and prior to publication of the appropriate changes or revisions of the BL&SR, a four (4) member committee comprised of the Regional President, Regional Vice President, Regional Secretary, and the Regional Committee Chairman on BL&SR shall: Edit the BL&SR for the purpose of correcting typographical, punctuation, capitalization errors and administrative clean-up in order to comply with the C&BL. Such corrections may be made if they do not in any manner change the intended meaning.

ARTICLE VIII - BRANCHES

SECTION 801. Branches shall forward to the Regional President a copy of all pertinent correspondence of Branch business, which is of importance to the Southeast Region and the Fleet Reserve Association, so that the Regional President is informed of the membership's opinions and desires.

SECTION 802. The Branch President or Secretary or their delegated representatives shall furnish a copy of the Annual Report of Branch Officers to the Regional President. Any changes in this report shall be reported to the Regional President within ten (10) days of said change, in accordance with C&BL.

SECTION 803. Each Branch shall comply with Standing Rule 7, C&BL, concerning the submission of reports by Standing Committees.

ARTICLE IX - FINANCE

SECTION 901(a). Branch Assessment funds will be suspended for the calendar years 2023 and 2024

SECTION 902(a). The Southeast Regional Funds shall be deposited in accounts that are federally insured and are recommended by the Regional Secretary/Treasurer and approved by the Regional President and the Finance and Audit Committee Chairman.

SECTION 902(b). Authorized signatures shall be: Regional President, Regional Vice President, and the Regional Secretary/Treasurer. Only one signature is required.

SECTION 902(c). All Southeast Regional expenses will be paid by the Regional Secretary/Treasurer authorized by these Bylaws and such other expenses as may be authorized by delegates at a Regional Convention and/or approved by the Regional President.

SECTION 902(d). In the event of dissolution of the Southeast Region, as it is presently constituted, all funds held by the Regional Secretary/Treasurer shall be divided into prorated shares as they were contributed, and the shares belonging to Branch leaving the Southeast Region returned to them after dissolution expenses are paid.

SECTION 903(a).

(1) The fifteen hundred dollars (\$1,500.00) allotted to the Southeast Region Convention Committee sponsor SHALL be used exclusively for the Southeast Regional business expenses.

(2) Regional Convention expenses are authorized, but not limited to, the list below:

- Rental of Convention Hall and Public Address System
- Bulletins/Newsletters/Forms
- Postage and Mailing
- Supplies
- Gifts and Expenses of Keynote Speaker
- Printing Badges and Labels
- Printing Ribbon/Name Tags
- Legal Expenses
- Excess Expenses Incurred by Host Unit LAFRA
- Regional President's Accommodations
- LAFRA Regional President's Accommodations (Room Only)

(3) The Convention Chairman shall:

(a) Ensure that all authorized expenditures are submitted to the Regional President with the original invoice itemizing the expenses incurred in hosting a Regional Convention, not later than sixty (60) days after the date of adjournment of the Regional Convention.

(b) Forward any unexpended assessment funds to the Regional Secretary/Treasurer for deposit into the Southeast Region Operating Fund.

(4) If the sponsoring branch does not request the \$1,500.00 to host the Regional Convention, the branch may submit receipts/vouchers for expenditures authorized in Article 903(a)(2) above to the Regional President for reimbursement.

SECTION 903(b).

(1) The five hundred (\$500.00) dollars allotted to the Host Branch of a Southeast Regional Midyear Meeting SHALL be used exclusively for the Southeast Region business expenses.

(2) Midyear Meeting expenses are authorized, but not limited to the list below:

Bulletins/Newsletters/Forms
Postage and Mailing
Regional President's Accommodations
LAFRA Regional President's Accommodations (Room Only)

(3) The Midyear Meeting Chairman shall:

- (a) Ensure that all authorized expenditures are submitted to the Regional President with the original invoice itemizing the expenses incurred in hosting a Midyear Meeting.
- (b) Forward any unexpended assessment funds to the Regional Secretary/Treasurer for deposit into the Southeast Region Operating Fund.

(4) If the sponsoring branch does not request the \$500.00 to host the Midyear Meeting, the branch may submit receipts/vouchers for expenditures authorized in Article 903(b)(2) above to the Regional President for reimbursement.

SECTION 903(c).

(1) All funds received as the Southeast Operating Fund, SHALL be used for operational and administrative expenses of the Southeast Region and other expense for Regional Activities as deemed appropriate by the Regional President.

(2) In NO case shall the Regional President's expenditures of Regional Funds exceed the amount received during the preceding year.

(3) The following is a guideline for the proper use of Southeast Region Operating Funds:

Regional Committee Awards
Regional Newsletter Expenses, i.e., Printing and Postage
Regional Office Supplies
Committee Chairman's Postage Expenses
Recording, Transcribing, Printing and Distribution of Convention Minutes
Printing and Mailing Credential Certificates
Printing and Mailing Southeast Region Bylaws and Standing Rules Changes
Regional Convention Tally Sheets

SECTION 904(a). All Committee Chairman as part of their annual report to the Convention shall include an estimated budget for their Committee for the following year. A copy of this report shall be given to the Chairman of the Committee on Finance and Audit.

SECTION 904(b). All Committee Chairman shall forward an itemized list of expenditures to the Regional Secretary/Treasurer not later than 15 days prior to Regional Convention. The list of expenditures shall also be included in each Committee Chairman's annual report to the convention.

ARTICLE X - MISCELLANEOUS

SECTION 1001. Whenever in the Bylaws and Standing Rules Southeast Region, Fleet Reserve Association, "C&BL" is used, it means the Constitution and Bylaws and Standing Rules of the Fleet Reserve Association.

SECTION 1002. Whenever in the Bylaws and Standing Rules, Southeast Region, Fleet Reserve Association, "BL&SR" is used it means Bylaws and Standing Rules of the Southeast Region, Fleet Reserve Association.

SECTION 1003. Whenever pronouns of the masculine gender are used in the BL&SR, it shall have no sexual connotation.

SECTION 1004. Whenever an ARTICLE or SECTION of the Bylaws and Standing Rules of the Southeast Region conflicts with the Constitution and Bylaws and Standing Rules of the Fleet Reserve Association, due to action taken at a previous National Convention, it SHALL be considered "invalid," and the C&BL change shall immediately be in effect.

STANDING RULE NO. 1
RULES GOVERNING SOUTHEAST REGIONAL CONVENTION

SR-1(a). The Convention shall be governed by the provisions of the Constitution and Bylaws, Fleet Reserve Association, the Bylaws and Standing Rules of the Southeast Region, and Robert's Rules of Order Newly Revised. In cases where the situation is not covered, the Convention shall render a decision.

SR-1(b). A delegate desiring the privilege of the floor shall rise, face the Chair, address the Presiding Officer as "Shipmate Regional President" and when recognized, shall state his name and the Branch number of which the delegate is a member.

SR-1(c). A delegate granted the privilege of the floor shall address the Chair and confine all remarks to the question. In speaking, he shall avoid personalities and maintain proper decorum. If called to order, he shall wait until permission is given to proceed by the Presiding Officer.

SR-1(d). Delegates shall vote as instructed by their Branches, or when uninstructed by the Branch, the vote may be cast under the unit rule or pro-rated proportionately provided that no delegate shall be deprived of his one (1) delegate vote. No fractional votes shall be cast.

SR-1(e). A motion to commit, recommit, postpone, lay on the table, reconsider, rescind, move the previous question, or on a roll call vote shall require three (3) seconds, each from a different Branch.

SR-1(f). In the event that two (2) or more candidates are nominated for the same office, balloting shall be by roll call vote.

SR-1(g). On roll call vote, the Chairman or Proxy of the Branch delegation shall announce the vote of the Branch or relinquish the right of the Branch to vote when the name is called three (3) times. Voting shall be conducted according to the numerical order of the branches in even years and reverse numerical order in odd number years.

SR-1(h). Prior to roll call vote, a five (5) minute recess may be declared for the purpose of a Branch caucus.

SR-1(i). On roll call vote, the Chairman or Proxy of a Branch, at the end of the roll call vote, but prior to the announcement of the Chair of the results on the vote, may request and be granted the privilege of the floor and then shall be allowed to change the vote of the Branch represented.

SR-1(j). Upon being accorded the floor, delegates shall be limited to three (3) minutes.

SR-1(k). When a resolution has been declared adopted or rejected by the Presiding Officer, it shall be considered finished business for the Convention except otherwise directed by a majority vote.

SR-1(l). If fewer than three (3) candidates for the same office have been nominated, each candidate shall be allowed nominating seconding speeches. Nominating speeches shall be limited to three (3) minutes, seconding speeches to two (2) minutes and the number of seconding speeches for each candidate shall not exceed two (2).

SR-1(m). The word "Delegates" as used herein shall apply to Delegates, Proxies and Alternates when substituted for an accredited delegate.

SR-1(n). The Plan of the Day shall be contained in the Official Convention Program and shall be conducted as approved by the convention.

SR-1(o). The Oath of Office for the Regional Vice President and the Regional Secretary/Treasurer shall be as follows:

"I, _____, do hereby solemnly promise that I will faithfully discharge the duties of the office to which I have been elected, according to the Constitution and Bylaws and Standing Rules of the Fleet Reserve Association and the Bylaws and Standing Rules of the Southeast Region, to the best of my ability and that I will, at the close of the term to which I have been elected, or sooner if so directed by proper authority, deliver all books, papers, money and other property belonging to the Fleet Reserve Association in my possession or under my control, to the proper person or persons, officer or officers, entitled to receive the same. This I freely pledge on my honor as a citizen of the United States of America, so help me God."

STANDING RULE NO. 2
ORDER OF BUSINESS BY CONVENTION CHAIRMAN/REGIONAL PRESIDENT

SR-2(a). Call to Order by Convention Chairman

SR-2(b). Escort National Officers, Regional Officers, and Guests to Rostrum as outlined in the National Rituals

SR-2(c). Parading of Colors

SR-2(d). Opening Prayer

SR-2(e). Pledge of Allegiance to the Flag

SR-2(f). Recitation of Preamble

SR-2(g). Introduction of Officers and Guests

SR-2(h). Address of Invited Guest

SR-2(i). Two Bell Ceremony

SR-2(j). Relinquish Gavel to Regional President

SR-2(k). Welcoming Remarks of Regional Officers

SR-2 (l). Appointment of Regional Convention Committees and any instructions on arrangements

SR-2(m). Recess

SR-2(n). Roll Call of Officers and Communications

SR-2(o). Report of Credential Committee

SR-2(p). Report of Regional Officers

SR-2(q). Report of Standing Committees

SR-2(r). Unfinished Business and Action of Committee Reports

SR-2(s). New Business

SR-2(t). Nomination and Election of Regional Officers

(1) Regional Officers to be nominated in the following order:

- (a) Regional President
- (b) Regional Vice President
- (c) Regional Secretary/Treasurer (for those years necessary)

SR-2(u). Good of the Order

SR-2(v). Closing Prayer

SR-2(w). Retirement of Colors

SR-2(x). Adjournment

SR-2(y). It shall be for the Regional Convention to recess from time to time as may be appropriate. The motion to adjourn shall be out of order until the business of the Regional Convention has been completed.

STANDING RULE NO. 3 SOUTHEAST COMMITTEE AWARDS

SR-3. Southeast Region Committee Awards.

SR-3(a). Southeast Regional Committee Awards to the Branches shall be in the form of a streamer approximately one and ½ inches wide and thirty-six inches long.

(1) The streamers shall be of the Fleet Reserve Association colors: Blue, First Place; Red, Second Place; and Gold, Third Place.

(2) The lettering shall consist of the name of the Committee, the Place and Group, and Year.

(3) Branches may display these awards from the mast of their Branch Flag.

SR-3(b). The Americanism Essay financial awards to individuals in grades seven through twelve will be determined at the preceding Regional Convention.