

LaSalle County Veterans Assistance Commission Constitution and By-Laws



Created: 10 October 1984

REVISED: 23 May 2018 / 22 June 2022 / 26 October 2022

Governed By: 330 ILCS 45 Military Veteran Assistance Act

4231 Progress Blvd, Unit 4
Peru, IL 61354

Phone: 815-433-1761 Fax: 815-433-6209

LaSalle County Veterans Assistance Commission Constitution and By-Laws

Resolution

Whereas, the Veterans Relief Commission was organized and has functioned in the County of LaSalle since September 10, 1984 continuously, and Whereas, the legislature of this State has amended the law under which the Veterans Relief Commission was organized and functioned, and

Whereas, the by-laws of the Commission should be changed to conform to the law as amended.

Therefore, be it resolved that the following by-laws be adopted as the by-laws of the Veterans Assistance Commission of the County of LaSalle.

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Article I: Name

Section 1: The name of this Commission shall be LaSalle County Veterans Assistance Commission.

Article II: Purpose

Section 1: To advocate for Veterans and their families.

Article III: Jurisdiction

Section 1: The territory to be included within this jurisdiction will be the entire County of LaSalle, Illinois. This Commission shall be clothed with all the powers and charged with all the duties imposed by the laws of this state under which this Commission is organized.

Any changes or amendments of the existing Illinois law or any ruling by the Attorney General that supersedes existing Veterans Assistance legislation shall be deemed an amendment to these laws.

Article IV: Office

Section 1: The headquarters and principle office space of this Commission shall be provided by LaSalle County, in a county complex or other suitable location.

Article V: Membership

Section 1: The membership of the Commission may be composed of one delegate and one alternate from each of the Veterans organizations within LaSalle County, that are recognized by the Congress of the United States or the General Assembly of the State of Illinois. The delegate and alternate may be selected annually, as may be determined by each member organization and there is only one vote per organization.

Section 2: No delegate or alternate will be permitted to represent more than one veteran organization.

Section 3: No delegate or alternate will be permitted to vote for any other veteran organization.

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Article VI: Officers

Section 1: The officers shall consist of a President, Vice-President, Chaplain, and Sergeant at Arms (Guard). The President shall preside over the meeting and in his/her absence the Vice-President shall preside. A prayer will be given at the beginning and end of each meeting, conducted by the Chaplain. The Sergeant at Arms will maintain order during the meeting.

Section 2: All officers shall be elected at the March meeting by secret ballot and the new officers are to be acting in their full capacity as of the March meeting.

Section 3: Officers are elected to a 1 calendar year term of office.

Section 4: Any delegate or alternate from one of the Veterans organizations is eligible to run for election and hold an officer position.

Sections 5: The members of this Commission shall fill vacancies occurring in any office with a new election. A vacancy shall exist when an officer is absent from at least four regular Commission meetings, or the officer has elected under their own charge to step down from the position. Lastly, through 2/3 vote from the Commission the officer is to be removed for just cause.

Article VII: Meetings

Section 1: The regular meetings of this Commission shall be held the 4th Wednesday of each month at 5pm. Meetings will be conducted at the LaSalle County Veterans Assistance Office located at 4231 Progress Blvd, Unit 4- Peru, IL 61354. There will be no meeting in December, unless otherwise agreed upon.

Section 2: 50% + 1 members shall constitute a quorum for all meetings.

Section 3: Meetings shall be conducted and covered by Robert's Rules of Order.

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Article VIII: Superintendent

Section 1: The Superintendent shall be elected by polling of the organizations present.

Section 2: The Superintendent must be an honorably discharged veteran and shall be appointed by the commission to a four (4) year term and shall, under the direction of the commission, have charge of and maintain an office in a location in LaSalle County to be used to carry on the work of the commission. Neither the Superintendent nor any other employee of the commission shall be allowed to hold any political office or actively campaign for any political candidate or be allowed to hold any political office during their employment by the commission.

Section 3: The Superintendent has the sole authority to manage the daily operations of the office. He/She are also charged with the hiring and firing of employees if the need should arise. If a situation should occur where more personnel are needed above and beyond the current open positions, the commission should be informed of such actions, but the authority to do so lies with the Superintendent.

Section 4: The Superintendent will oversee and manage the budget. Once it is time for the next year's budget, the Superintendent will present the budget to the Commission for approval.

Section 5: The Superintendent may be removed from office prior to completion of their appointed term, for just cause.

Section 6: Removal procedures may be instituted by written appeal to the commission by (3) three member organizations.

Upon written appeal, an investigative committee consisting of five (5) delegates or alternates, shall be elected by the full commission to investigate allegations of malfeasance or any demeanor that hinders the ethical or professional standards of the position of Superintendent.

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Section 6 Continued:

A report of the committee findings will be presented to at least three-fourths (3/4) of the eligible organization's delegates mentioned in Article V. The commission shall vote upon the appeal. An affirmative vote for the removal by two-thirds (2/3) of the delegates or alternates attending a regular or special meeting shall terminate the Superintendents appointment.

All member organizations and delegates shall be notified of the pending appeal at least ten (10) days prior to the date that such appeal is to be voted upon. All member organizations and delegates will be notified by first class mail at their last known address.

Section 7: If the appointed Superintendent is removed from the office, dies, resigns, or becomes physically or mentally unable to perform the required duties of said office, then the Veterans Assistance Commission may appoint the Assistant Superintendent as the Acting Superintendent with pay adjustments equal to the Superintendent salary for said extra duties. This will continue until such time as the Superintendent is able to resume regular duties or a new Superintendent can be selected and trained in the operation of the office.

Section 8: At the conclusion of the fiscal year, the Superintendent shall submit a summary of the office functions in the previous year to the Governor as well as notify each of the Veterans organizations by way of first-class mail.

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IX: Assistant Superintendent

Section 1: Will be appointed by the Superintendent with selection, as far as possible among employees, honorably discharged Veterans or surviving spouses.

Section 2: In the absence of the Superintendent, they are to take on the role of Superintendent as defined by Article VIII Section 8.

X: Amendments

Section 1: These by-laws may be amended at any regular meeting by a vote of two-thirds (2/3) of the membership attending such meeting, provided that the proposed amendment shall have been submitted in writing and provided that written notice shall have been given to all members of the Commission at least thirty days in advance of the date when such amendment is to be acted on.

Section 2: Any changes to the 330 ILCS 45 Military Veterans Assistance Act will be updated in the by-laws as soon as known.

Section 3: These By-Laws will be reviewed for their completeness and accuracy every four years. Notice of this review will be sent to each of the Veterans Service Organizations 30 days prior to the VAC Board Meeting.

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Committee October 2022:

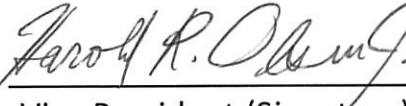
Chuck Erb, President
Harold Olsen, Vice President
Bill Paterson, Guard
Jim Ebner, Chaplin

Chuck Erb
President (Print)


President (Signature)

10/26/22
Date

Harold Olsen
Vice President (Print)


Vice President (Signature)

10/26/22
Date

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