

KANSAS VFW CONVENTION CORPORATION  
BY-LAWS

ARTICLE I  
NAME AND LOCATION

- SEC. 1: The title of this corporation is “Kansas VFW Convention Corporation”.
- SEC. 2: The location of the principal place of business is 115 Gage Boulevard, Topeka, Kansas 66606.
- SEC. 3: Other offices for the transaction of business shall be cities, towns and counties within the area where annual meetings or conventions of the Department of Kansas, VFW, are authorized to be held, as the Department Convention may determine.
- SEC. 4: This incorporated subordinate unit of the Department of Kansas, VFW, shall at all times remain under the jurisdiction of and be governed by the Congressional Charter and By-Laws of the Veterans of Foreign Wars of the United States and Department of Kansas.

ARTICLE II  
OBJECTS

- SEC. 1: The objects of this corporation shall be to hold an annual convention of and for the members of the Kansas Veterans of Foreign Wars; to promote and secure a proper location for meetings, parades, banquets, housing and all other functions at some suitable site in the State of Kansas, as approved by the Department Convention.
- SEC. 2: Bids for the annual convention will be accepted by the Convention Corporation at least three (3) years in advance of an annual convention, with the site selection being announced after the bid has been confirmed by the Department Convention Corporation.
- SEC. 3: Bids shall be in writing by filling out questionnaires provided by Department Headquarters pertaining to a guarantee of the number of rooms, meeting places, banquet facilities and such other information needed to insure a successful convention. **In the absence of any bids from any Posts or in addition to such bids, the Convention Corporation may, on its' own recognizance, seek out cities/towns for the Convention to be held therein. Posts from those cities/towns will be given the opportunity to sell ads for the Convention Ad Book and have activities corresponding to the convention, (i.e. a dance, or lunch), not to interfere with any convention activity. The Convention Corporation will pay up to \$500.00 towards the cost of the band, but never more than the cost. A paid receipt for the band is necessary for reimbursement.**
- SEC. 4: The Convention Corporation, shall investigate any and all bids and present their findings to the next Department Convention for approval or disapproval.

ARTICLE III  
MEMBERSHIP

- SEC. 1: The control, direction and management of the affairs and finances of the corporation shall be governed by a Board of Directors. The number of the Board of Directors shall be fixed at six (6) as follows:
- a. The Department Commander
  - b. Three (3) members elected by the Department Convention delegates; one for three (3) years, one for two (2) years, and one for one (1) year, with one selected each year for a three (3) year term.

- c. The Department Quartermaster shall be the secretary-treasurer and shall maintain under his/her control all funds of the corporation.
  - d. The Department Chaplain shall be a voting member and also in charge of memorial services.
- SEC. 2: The Department Commander may appoint additional nonvoting ex officio members as follows:
- a. The Department Auxiliary President or his/her appointed chairman shall be invited to take part in meetings as a nonvoting ex officio member to coordinate the Auxiliary activities and programs with that of the Department.
  - b. Up to three (3) members who shall assist the Convention Corporation Directors in coordinating activities for the convention. These three (3) directors shall serve until the conclusion of the next annual convention.

ARTICLE IV  
OFFICERS AND DUTIES

SEC. 1: The Officers of the corporation shall be a President, Vice-President and Secretary with the Board of Directors electing on an annual basis. The Treasurer shall be the Department Quartermaster. The Department Commander shall appoint one (1) of the members of the Board as Convention Director, for a one year term, who duties will be to coordinate all plans and activities with the local post and city.

SEC. 2: The President shall preside at all meetings of the Board of Directors and shall be the principal officer of the corporation.

The Vice-President shall at the request of the President, or in the event of his/her absence or disability, perform any and all duties of the President, under the authority of the Board of Directors.

The Treasurer shall have the control of all funds of the corporation and shall enter regularly on the books of the Department of Kansas VFW, a full and accurate account of all monies and property received and all monies and obligations paid or incurred for the account of the corporation.

The Secretary shall attend and keep the minutes of all meetings of the corporation and he/she shall also issue notices of all meetings of the Board of Directors and shall, in general, perform all the duties incident to the office of Secretary.

The Convention Director shall be the Plans and Activities Coordinator of the Department Convention for the Board of Directors.

It shall be the duty of the remaining directors to act in any capacity relative to the purpose of the corporation.

SEC. 3: The Board of Directors shall have charge and control to draft rules and regulations, prepare budgets, formulate plans for financing, audit and control receipts and expenditures, to supervise decorations, entertainment, parades, recreation, housing, transportation and to regulate in general all activities incident to and in conjunction with the annual convention of the Department of Kansas, VFW, in cooperation with the Council of Administration of the Department of Kansas.

ARTICLE V  
MEETINGS

SEC. 1: The annual meeting of this corporation shall be held immediately following the closing of the annual Department Convention in the city where the convention is to be held and hold such other meetings at such times and places as fixed by the Convention Corporation designated to call meetings.

## ARTICLE VI

### FINANCE

- SEC. 1: The Department Convention Corporation shall be financially self-sustaining, with expenses of the convention being within the proposed Convention Corporation's budget and the income of the convention activities. **This includes all Convention receipts and expenditures within the established budget.**
- SEC. 2: A separate account in the amount of **\$8,000.00** shall be established and entitled "Department Convention Corporation" under the control **of the** Treasurer.
- SEC. 3: At the end of each convention, any amount over and above the established **\$8,000.00** shall be transferred to the **Convention Corporation Reserve** Account **which will be invested prudently by the Treasurer. These funds shall be transferred to the Department General Fund at any time the Council of Administration should see fit.**
- SEC. 4: The Department Convention Corporation shall submit a proposed budget to the Department Mid-Summer Council meeting and all expenses being within the total income of each convention.
- SEC. 5: Expenses of the Department Convention Corporation Directors shall be as listed in the Expense Guideline of the Department of Kansas, VFW and within the approved Convention Corporation Budget.

## ARTICLE VII

### AMENDMENTS

- SEC. 1: These By-Laws may be amended only by the annual convention of the Department of Kansas, VFW, provided prior notification is made to the membership of the Department of Kansas in context at least thirty (30) days prior to the date of the convention.

These By-Laws approved, June 7, 1974, at the 54<sup>th</sup> Annual VFW Department Convention.

These By-Laws were amended on June 4, 1978, at the 58<sup>th</sup> Annual VFW Convention. Amendments were approved by the Commander-in-Chief on July 12, 1978.

These By-Laws were amended on June 6, 1981 at the 61<sup>st</sup> Annual VFW Convention.

These By-Laws were approved, June 17, 2016, at the 95<sup>th</sup> Annual VFW Department Convention.