



Marine Corps League

Established by an Act of Congress - 4 August 1937

30 March 2025

From: Glen Barry Evans, PDC

To: National Executive Director/Chief Operating Officer, Marine Corps League

Ref: CHAPTER TEN, SECTION 10020, National Administrative Procedures

Subj: Amendment of National Administrative Procedures

Encl: (1) Current wording of Chapter Seven, Sections 7072 and 7035

(2) Proposed wording of Chapter Seven, new Section 7035

1. In accordance with the Reference, the below Amendment to the National Administrative Procedures is proposed.
 - A. Delete in their entirety current Section 7032 and Section 7035 of Chapter Seven, National Administrative Procedures.
 - B. Insert new Section 7035, Chapter Seven, National Administrative Procedures.
 - C. The current and proposed wording are contained in Enclosures (1) and (2), respectively.
2. **Rational:**
 - A. As this is a Volunteer Organization, we must ensure that we do not alienate our Members by making them feel unwelcome and unwanted. While Voting is not permitted for a Member Not in Good Standing, they still need to feel that they are a welcomed and needed individual in their Detachment.
 - B. The existing designation for Members in arrears on Dues is the same for those still on the Rolls and those who have been dropped from the Rolls. This establishes a separate designation for each group.
 - C. All the extra checks (and no balances) for individuals who remain on the Rolls but are Not-in-Good Standing seem to be a matter of Control and not a matter of integrity of the Membership.
 - D. The procedures for Renewing (Code R) and Re-Instating (Code R/I) are returned to the much simpler requirements we knew for years.
 - E. The "Detachment Commandant Statements" in the current wording are superfluous. Since we don't require these additional documents for new members, it is not logical to require them for an arrears if any duration.

Semper Fidelis

A handwritten signature in black ink, appearing to read 'Glen Barry Evans', written over a horizontal line.

Section 7032. Not in Good Standing. Remaining as a member in good standing is what all activities of the League rely upon and paramount to the success of a detachment. All members shall be considered not in good standing in the MCL if they meet any of the criteria set forth in Section 7030 above. It is the member's responsibility to pay their dues in a timely manner in order to remain as a member in good standing. It is the responsibility of the commandant to inform the members that this procedure is in place and do everything possible to have all members remain in good standing. It is desirable that any responsible elected or appointed officer submit their resignation to that office if they do not intend to remain a member in good standing.

A. Members not in good standing are subject to the restrictions defined in the detachment's and department's bylaws, and unless stated therein otherwise:

1. No longer have the right to participate in any detachment meeting of any MCL organization. At the discretion of the commandant, they could be allowed to attend as a guest and thus be "authorized to attend" as stated by the SAA at the opening of every meeting.
1. The paymaster will provide a list of the members not in good standing to the SAA.
2. The SAA will make note of members who attend the meeting who are named on the list provided by the paymaster.
 2. At the discretion of the commandant or presiding officer of the meeting, when the member provides full dues payment to the paymaster prior to the meeting's opening, they become a member in good standing.

B. Elected or appointed officers not in good standing shall relinquish their title. At the opening of the meeting, the commandant or presiding officer shall announce after chaplain's prayer before any other business transpires, that the elected or appointed office is now vacant. Furthermore, the commandant or presiding officer:

1. Shall announce that during this meeting a member in good standing shall be appointed to fill that vacated office as prescribed in the detachment's bylaws and or administrative procedures.
2. Shall authorize the SAA or adjutant to acquire within three (3) days any and all books, records, and other property of the detachment for which the office of being vacated. These items shall then be delivered to the newly appointed member to that vacated office. At the successful completion of the transfer of items, the SAA or adjutant shall report to the commandant at the next meeting of the organization when these actions took place.

C. The SAA, when reporting that all present are qualified to remain will add the number of members who cannot participate in any detachment deliberations.

D. If the member subsequently regains their membership in good standing before being taken off the national rolls, they will have all their member rights reinstated. The vacated elected or appointed office position will not be automatically reinstated. Detachment procedures for electing or appointing officers are then to be followed. (New 2021)

Section 7035. Delinquent Member. A member shall be identified as delinquent whenever the member's dues are not paid and transmitted on or before membership expiration date. (Rev 2023)

A. Such member shall be retained in the delinquent status for a maximum one year, during which time the member may erase this status by making payment of all dues in arrears and all dues current and provided that the member is not indebted to the member's detachment, department, or to the National Office.

B. Should the affected member remain in the delinquent status in excess of one year, such member shall be dropped from all membership rolls. The member may be restored to "good standing" status by:

1. Submitting a transmittal accompanied by a standard application and ALL past dues which have accumulated during the entire period of the applicant's delinquent status, or (Rev 2023)
2. Submitting a standard application and standard transmittal form with a code of R/I and the applicable renewal fee as currently established, or
3. Submitting the following:
 - a. A statement from the detachment commandant verifying the member has been informed and understands that their original enrollment date will be deleted, and all past dues removed. This effectively creates a new join date for MCL tenure*; and
 - b. A statement from the detachment commandant that the member has not committed a felony during the delinquency period. If a felony was committed, a signed statement from the delinquent member that he/she agrees to waive their rights under the privacy act and disclose the nature of the felony conviction for consideration of reinstatement in the MCL; and
 - c. A statement from the detachment commandant that the member does not have a pending Chapter 9 case or is currently suspended by the MCL or has been expelled by the MCL; and
 - d. A standard transmittal form with a code of R/I; and
 - e. The applicable renewal fee as currently established. (REV 2021)

C. No delinquent member may be transferred.

NOTE: * A new join date for tenure applies to only rejoin date and the time when dropped from the MCL rolls. It would not impact awards, ribbons, medals previously earned, but all that time spent in a delinquent status would not count for overall service awards – 5, 10 or 20 year membership recognition would have to be appropriately adjusted. (Rev 2023)

Section 7035. Not in Good Standing. Maintaining their status as a member in Good Standing is the Member's responsibility. Failure to pay their dues in a timely manner is the main reason a member becomes one who is Not in Good Standing. Any member shall be considered Not in Good Standing in the Marine Corps League if they meet any of the criteria set forth in Section 7030 of this Chapter. It is the responsibility of the Commandant and the Board of Trustees to make sure that all Members are aware of these requirements and that this procedure is in place. The Commandant and the Board of Trustees will also ensure that the Membership Committee, usually the Junior Vice Commandant and the Paymaster, are doing everything possible to have all members remain in good standing.

This section will only deal with Members who have not paid their Dues in a timely manner or are otherwise indebted to the Marine Corps League or a subordinate or subsidiary organization thereof. If this status is caused by Disciplinary Actions, it will be handled in accordance with Chapter Nine of these Administrative Procedures.

- A. **Delinquent Members** – Have failed to pay their Dues for the Current Membership Year and are thus Not in Good Standing. They are in arrears only during the Current Membership Year. They may attend their Detachment meetings and associated social events, subject to the following:
 - 1. They will be allowed to gain the floor and participate in discussions.
 - 2. They will not be allowed to Make Motions, Nominate Officers or Accept a Nomination for a Detachment Office.
 - 3. They will not be allowed to vote on any Motion, Nomination or any other issue that comes before the body.
 - 4. They are not to be allowed to attend Meetings of the Department, Division or National Headquarters.
 - 5. If the member subsequently regains their membership in good standing before being taken off the National rolls, they will have all their member rights reinstated.
 - 6. A Delinquent Member is Not in Good Standing and may NOT be transferred.
- B. **Dropped Members** – Have been in arrears for more than one year for non-payment if their Dues and have been dropped from rolls of the Marine Corps League.
 - 1. They have no official ties and are not allowed to attend any official Marine Corps League Meetings.
 - 2. If a Dropped Member has any particular knowledge area that would be beneficial to the Detachment or to the Marine Corps League in general, they may be allowed to attend Meetings as a Guest to make an appropriate presentation, in accordance with existing protocol.
 - 3. Dropped Members may attend social functions sponsored by the Marine Corps League as a Guest

- C. **Officers** – A Member must be in Good Standing to hold any Elected or Appointed Office in the Marine Corps League. If an Elected or Appointed Officer allows their Dues to expire, they are now Not in Good Standing and shall relinquish their title and authority at the first Detachment Meeting following the expiration.
1. The Commandant will convene the Board of Trustees, preferably before the Detachment Meeting, to appoint a successor, with the approval of the Board, to serve the remainder of the vacated term.
 2. All assets and property held by the vacating shall be accounted for and surrendered to the newly appointed successor, preferably at the Detachment Meeting.
 3. The vacated elected or appointed office position will not be automatically reinstated.
 4. It is desirous that any elected or appointed officer submit their resignation as an Officer if they do not intend to remain as a Member in Good Standing.
- D. **Restoration of Good Standing** –
1. **Delinquent Members** - Since they have been in arrears for less than one year, a Delinquent Member may be restored to Good Standing by submitting their Dues on a Membership Dues Transmittal as a regular member renewal. (Code R)
 2. **Dropped Members – Retain Original Date Joined** - Having been in arrears in their Dues for a period in excess of one year, these Members have been dropped from rolls of the Marine Corps League and had their data archived. If the Member wishes to recover the date when they originally joined the Marine Corps League:
 - a. They must pay Dues for all past unpaid years plus the full Dues for the current year.
 - b. They must complete a new Membership Application.
 - c. Submit the Dues on a Membership Transmittal (Code R) with the new Membership Application attached.
 3. **Dropped Members – Set New Date Joined** -- Having been in arrears in their Dues for a period in excess of one year, these Members have been dropped from rolls of the Marine Corps League and had their data archived. If the Member does not wish to recover the date when they originally joined the Marine Corps League:
 - a. They must pay the full Dues for the current year.
 - b. They must complete a new Membership Application.
 - c. Submit the Dues on a Membership Transmittal (Code R/I) with the new Membership Application attached.
 - d. A new join date for tenure applies to only rejoin date and the time when dropped from the MCL rolls. It would not impact awards, ribbons, medals previously received, but all that time spent in a delinquent status would not count for overall service awards. 5, 10 or 20 year membership recognition would have to be appropriately adjusted.
(Rev 2023)