



MARINE CORPS LEAGUE

Office of the National Judge Advocate
Bruce R. Rakfeldt

01 December 2025

To: Marine Corps League NED/COO Bob Borka

Subject: Proposed Amendments to

- National Bylaws, Article VIII, Section 810,
- National Bylaws, Article IX, Section 1105, and
- National Administrative Procedures, Chapter Ten, Section 10025

In accordance with the National Bylaws Article XI, Sections 1120, and National Administrative Procedures Section 10020 the following is submitted for consideration by the body assembled at the 2026 National Convention.

National Bylaws

Current:

Section 810. Bylaws and Administrative Procedures. A department convention shall adopt department bylaws and may adopt administrative procedures which are consistent with the National Charter, the NBL, and NAP, provided they have been approved by the National Judge Advocate and are on file at the National Office.

Proposed (added in RED):

Section 810. Bylaws and Administrative Procedures.

- a. A department convention shall adopt department bylaws and may adopt administrative procedures which are consistent with the National Charter, the NBL, and NAP, provided they have been approved by the National Judge Advocate and are on file at the National Office.
(1) Submission of bylaws to the National Judge Advocate is required and shall be submitted no later than 31-July annually. Use the latest version of the Department Bylaws Certification form found in the Library page of the National website.
- b. **Upon posting the updated national bylaws and administrative procedures on the national website, all relevant department bylaws and administrative procedures shall be revised to reflect and comply with them, with just the requirement of a majority vote of approval from the Department elected officers, and submitted to the National Judge Advocate no later than 30 November annually. See NBL section 1105 and NAP section 10025 for details.**

National Bylaws

Current:

Section 1105. Effective Date. Each revision, amendment, or repeal of a provision of the National Bylaws and the Administrative Procedures which is approved at a National Convention and does not provide for an effective date, will become effective upon the close of the convention at which it is approved.

Proposed (added In RED):

Section 1105. Effective Date.

- a. Each revision, amendment, or repeal of a provision of the National Bylaws and the Administrative Procedures which is approved at a National Convention and does not provide for an effective date, will become effective upon the close of the convention at which it is approved.
- b. Upon posting the updated National Bylaws on the National website, all relevant Department Bylaws shall be revised to reflect and comply with the National Bylaws. These updates shall be completed and submitted by the Department elected officers to the National Judge Advocate for compliance review and approval no later than 30 November annually. Timely submission is required to maintain the Department's status in good standing. Use the latest version of the Department Bylaws Certification form found in the Library page of the National website.**

National Administrative Procedures

Current:

Section 10025. Effective Date. Each revision, amendment, or repeal of a provision of the National Administrative Procedures which are approved at a National Convention, as outlined in the National Bylaws, Article XI, Section 1105, and does not provide for an effective date will become effective upon the close of the National Convention at which it is approved.

Proposed (added in RED):

Section 10025. Effective Date.

- a. Each revision, amendment, or repeal of a provision of the National Administrative Procedures which are approved at a National Convention, as outlined in the National Bylaws, Article XI, Section 1105, and does not provide for an effective date will become effective upon the close of the National Convention at which it is approved.
- b. Upon posting the updated National Administrative Procedures on the National website, all relevant Department Administrative Procedures shall be revised to reflect and comply with the National Administrative Procedures. These updates shall be completed and submitted by the Department elected officers to the National Judge Advocate for compliance review and approval no later than 30 November annually. Timely submission is required to maintain the Department's status in good standing. Use the latest version of the Department Bylaws Certification form found in the Library page of the National website.**

Rationale

At the close of the National Convention, all approved NBL's/NAP's that do not have a specific effective date, become effective upon the close of that convention. Departments often wait until their next annual Department Convention to implement these necessary changes, which can result in delays of up to ten months. In other words, Department bylaws would routinely reflect non-compliance with National Bylaws and Administrative Procedures.

The way to correct this is for each Department to review and update their bylaws and administrative procedures twice per year; once after their annual Department Convention and after the publication of the approved National Bylaws and Administrative Procedures have been published. By doing so, every Department remains current with National every year.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'BRUCE R. RAKFELDT', with a long, sweeping horizontal line extending to the right.

Bruce R. Rakfeldt,
National Judge Advocate
Marine Corps League

Marine Corps League

Department Bylaws and Administrative Procedures Certification

Annual Review and Update Confirmation

Submission Instructions

Submit the completion of Section I certification to the National Judge Advocate no later than 31-July annually. Include copies of all proposals that were amended and/or approved at your Department Convention for reference.

Section I: Department-Level Review and Updates

Department Name: _____

Date of Department Convention: _____

Date of Review/Update Completion: _____

Certification Statement

1. The Department has reviewed and updated its Bylaws and Administrative Procedures following its annual Department Convention.
2. All updates have been approved through proper procedures as outlined in the Department's governing documents.

Department Commandant	Department Judge Advocate
Signature: _____	Signature: _____
Printed Name: _____	Printed Name: _____
Date: _____	Date: _____

National Judge Advocate Acknowledgment

Signature: _____

Printed Name: _____

Approval Date: _____

Marine Corps League

Department Bylaws and Administrative Procedures Certification

Annual Review and Update Confirmation

Submission Instructions

Submit the completion of Section II certification to the National Judge Advocate no later than 30-November annually.
Include a list of all sections that were updated for reference.

Section II: National-Level Compliance Review

Certification Statement

1. The Department elected officers have reviewed and updated its Bylaws and Administrative Procedures following the publication of the updated National Bylaws and Administrative Procedures (NBL/NAPs) for compliance.
2. All updates have been approved through proper procedures as outlined in National's governing documents.

Department Commandant	Department Judge Advocate
Signature: _____	Signature: _____
Printed Name: _____	Printed Name: _____
Date: _____	Date: _____

National Judge Advocate Acknowledgment

Signature: _____

Printed Name: _____

Approval Date: _____