



**MARINE CORPS LEAGUE**  
**DEPARTMENT OF MICHIGAN**  
**Department Judge Advocate**  
Mark Sutton

4 March 2026

**To:** Chief Operating Officer, Marine Corps League

**Subject:** Proposed Amendments to:

- National Bylaws, Article IX, Section 930,

The creation of:

- National Administrative Procedures, Chapter Six, Section 6055

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 930. Meetings.** A detachment shall meet at a date, time, and frequency of its choosing. Once a month is recommended. The detachment charter or a copy, the National Colors, and a Bible shall be displayed at all business meetings. The “Ritual” of the Marine Corps League shall be observed and employed at all meetings and appropriate functions to the maximum extent possible. (Rev 2024)

- a. Capturing of Minutes – All meetings where detachment business is conducted, regular membership, Board of Trustees, and Detachment Staff, where a quorum is required and met shall be properly recorded: (Rev 2024)

(1) The minutes at a minimum shall include but not limited to: (Rev 2024)

- (a) Date, Time, & Location of the meeting (Rev 2024)
- (b) Purpose of the meeting. (Rev 2024)
- (c) Members attending. (Rev 2024)
- (d) Issues discussed. (Rev 2024)
- (e) Action(s) taken; especially so, if motions for financial authorizations are made and approved. (Rev 2024)

(2) The minutes of the detachment meetings serve as backup when the detachment financial audit occurs showing all detachment member authorizations of expenditures. (Rev 2024)

**PROPOSED (Added changes in RED):**

**Section 930. Meetings.**

A detachment shall meet at a date, time, and frequency of its choosing. Once a month **and in person** is recommended. The detachment charter or a copy, the National Colors, and a Bible shall be displayed at all business meetings, **and the Ritual** of the Marine Corps League shall be observed at all meetings and appropriate functions to the maximum extent possible. (Rev 2026)

**Virtual Meetings Authorization.**

Virtual meetings (fully remote) and hybrid meetings (combination of in-person and remote participants) are authorized, where permitted by the laws of the state in which the detachment is organized, and when conducted in accordance with the National Administrative Procedures 6055. In hybrid meetings, the primary physical meeting room shall display the Detachment Charter or a copy, National Colors, and a Bible, and the Ritual shall be observed to the maximum extent possible; in fully virtual meetings, such display and Ritual shall be conducted in a designated respectful location, consistent with the National Administrative Procedures.

- a. Capturing of Minutes – All meetings where detachment business is conducted, regular membership, Board of Trustees, and Detachment Staff, where a quorum is required and met shall be properly recorded: (Rev 2024)

(1) The minutes at a minimum shall include but not limited to: (Rev 2024)

- (a) Date, Time, & Location of the meeting (Rev 2024)
- (b) Purpose of the meeting. (Rev 2024)
- (c) Members attending. (Rev 2024)
- (d) Issues discussed. (Rev 2024)
- (e) Action(s) taken; especially so, if motions for financial authorizations are made and approved. (Rev 2024)

(2) The minutes of the detachment meetings serve as backup when the detachment financial audit occurs showing all detachment member authorizations of expenditures. (Rev 2024)

**Rationale:**

The current language does not prohibit virtual participation; it requires certain displays and Ritual observance, which can be accomplished in hybrid or, with adaptation, fully remote formats. Authorizing virtual meetings while keeping in-person meetings as the recommended norm balances tradition with accessibility for members who are deployed, relocated, snowbirding, coping with inclement weather, disabled, or otherwise unable to attend in person. Explicit Bylaw authority, paired with detailed Administrative Procedures, eliminates ambiguity, ensures legal compliance, and promotes consistent, secure practices across detachments.

**National Administrative Procedure**

**CURRENT:**

Section 6055. - None

**PROPOSED (added in RED):**

**Section 6055. Virtual Meetings (Full or Hybrid).**

**General Policy.**

Detachments are encouraged to hold meetings in person as the preferred method. However, virtual or hybrid meetings are authorized when permitted by state law.

**State Law Compliance.**

Detachments shall ensure their state's nonprofit and corporate laws authorize remote participation.

**Minimum Requirements.**

- Verification of member identity and status. For phone-in participants, the Sgt-at-Arms or Adjutant shall confirm the phone number and ask an identifying question.
- Real-time, simultaneous participation.
- Two-way communication for all participants.
- Recordkeeping of votes and actions.
- Meeting notice must include all remote access information.
- Participants should avoid public settings to protect confidentiality.

**Ritual and Required Displays.**

In hybrid meetings, the primary physical meeting room must display the Detachment Charter or a copy, National Colors, and a Bible. In fully virtual meetings, a designated respectful location must be used.

**Quorum & Voting.**

Remote participants count toward quorum. Voting may be conducted by voice, roll-call, visual confirmation, or secure electronic ballot.

**Technology Failure Plan.**

Detachments must have a contingency plan announced at the start of a virtual/hybrid meeting.

**RATIONALE:**

This proposal adds clear guidance for virtual and hybrid detachment meetings. Today, detachments operate in very different environments—some deal with harsh weather, large rural distances, aging membership, or Marines who move due to orders, work, or family needs. Virtual participation allows these members to stay active instead of being cut off.

The National organization, Divisions, and Departments already use virtual meetings successfully. This proposal simply brings detachments up to the same standard, while still encouraging in-person meetings as the preferred option.

Section 6055 also ensures meetings remain lawful and secure by requiring identity verification, two-way communication, real-time participation, proper recordkeeping, and compliance with state law. It also protects the Ritual and required displays by outlining how they are handled during hybrid or fully virtual meetings.

In short, this proposal allows more members to stay engaged in their detachments, no matter where life takes them.

Respectfully submitted,

**Mark Sutton**

*Department Judge Advocate*

*Marine Corps League, Department of Michigan*