

STANDING OPERATING RULES OF BURTON-COWELL POST 265

1. The Finance Officer has the authority to pay routine bills without presenting them before the executive committee and general membership.
2. The Commander has the authority to spend up to two hundred dollars (\$200.00) per item on post business. This money cannot be used for donations to any person or organization.
3. The Chairman of the building and grounds committee has the authority to spend up to one thousand dollars (\$1000.00) per item on repairs and maintenance to the post home and grounds. The Building and Grounds Committee has the authority to spend up to \$5,000.00 per item on repairs, maintenance and equipment.

All repairs that exceed the \$5,000.00 amount shall require 3 estimates be secured. Estimates must be received within 14 days of the first contact request date and any received estimates should be recorded and entered into the next meeting minutes.

4. The Finance Officer has the authority to pay for flowers for the funeral of post members or member's immediate family, up to one hundred dollars (\$100.00) for local funerals and up one hundred twenty five (\$125.00) for out of town funerals. This may also be direct donations to the family or the charity of their choice.
5. The post will pay the hotel room of the delegates of the Department Convention upon the receipt of the bill, provided that they attend the Department Convention.
6. The post will pay for the hotel room of the attendees of the Legion College upon receipt of the bill, provided they attend the Legion College. The post will also pay for the Legion College Banquet and the payment will be included in the Legion College registration payment.
7. The Executive committee has the authority to hire and discharge the lounge bartenders
8. The post will pay the Legionnaire of The Year dues for the current year. If the current year's dues are paid, then the post will pay for the next year's dues.
9. Any member in good standing may use the lounge and meeting room for a party, dinner, reception, special meeting, or other function, providing the Commander, 2nd Vice Commander (Club Room manager) and the Bartender are notified ten days (10 days) in advance, and there is no conflict with any other post function or rental. The member is responsible for any damages and cleanup of the facilities. The lounge will remain open to other members if this function is held during regular business hours. If the function is held when the lounge is not normally open, the sponsoring member must make arrangements with the bartender and will be responsible for the

bartender's wages. All ABC rules and regulations must be strictly adhered to during this function.

AMENDED 25 MAY 2025

AMENDED ON 24 JUNE 2024

AMENDED 9 AUGUST 2022

AMENDED 26 July 2021

AMENDED AUGUST 27TH 2001

AMENDED ON APRIL 14TH 1997

APPROVED ON NOVEMBER 25TH 1991