

# CHANGE ALPHA

To: James Diamond  
Adjutant, MCLPA

From: Bob Ziltz, PDC  
Convention Committee Chair, MCLPA

Date: 20 March 2022

Ref: RCZ-2022-01

Subject: **Proposed Bylaw Change**

In accordance with Department Bylaws, Article XI, Section 1100, and Chapter Ten, Section 10020 of the Department Administrative Procedures, the following proposed amendments are submitted for consideration by the body assembled at the Department Convention.

This proposed change was reviewed by the MCL of Pennsylvania Convention Committee at the 18 March 2022 Committee meeting. The Committee unanimously recommends approval of this proposed change to the Department Bylaws.

**Changes to: BYLAWS, ARTICLE IV - Department Convention, SECTION 420 - Meetings**

## **Intent**

To allow greater flexibility to the Department in holding the Department Convention and to bring Department Bylaws into conformance with National Bylaws. National Bylaws require Departments to hold conventions between April 1<sup>st</sup> and June 30<sup>th</sup> each year.

Reference: National Bylaws, Article VIII, Section 830.

## **Rational**

Hotel room prices and the cost of meeting rooms and other amenities is much higher than was the case before the pandemic. This change is proposed to provide greater flexibility so the Department can continue to hold the annual convention while controlling costs for its members.

## **Effective Date**

This change should take effect immediately. The intent is to allow the 2023 Convention to be scheduled, planned and contracted using these changes, subject to the approved by the membership and/or the Board of Trustees as applicable.

## **Current Sections**

**SECTION 420 – Meetings.** The Department Convention shall be convened once each calendar year during the month of June or July unless prevented by a national emergency or other unpreventable cause. The time and place shall be in accordance with the Department Administrative Procedures.

## **Proposed Sections**

**SECTION 420 – Meetings.** The Department Convention shall be convened once each calendar year during the month of **April, May, or** June ~~or July~~ unless prevented by a national emergency or other unpreventable cause. The time and place shall be in accordance with the Department Administrative Procedures.

# CHANGE BRAVO

To: James Diamond  
Adjutant, MCLPA

Date: 20 March 2022

From: Bob Ziltz, PDC  
Convention Committee Chair, MCLPA

Ref: RCZ-2022-02

Subject: **Proposed Administrative Procedure Change**

In accordance with Department Bylaws, Article XI, Section 1100, and Chapter Ten, Section 10020 of the Department Administrative Procedures, the following proposed amendments are submitted for consideration by the body assembled at the Department Convention.

This proposed change was reviewed by the MCL of Pennsylvania Convention Committee at the 18 March 2022 Committee meeting. The Committee unanimously recommends approval of this proposed change to the Department Administrative Procedures.

**Changes to:** **Administrative Procedures, CHAPTER TWO - Department Convention, SECTION 2000 – Meetings.**

## **Intent**

To allow greater flexibility to the Department in holding the Department Convention and to bring Department Bylaws and Administrative Procedures into compliance with National Bylaws. This change accompanies the proposed change to the Bylaws, Article IV, Section 420.

## **Rational**

Hotel room prices and the cost of meeting rooms and other amenities is much higher than was the case before the pandemic. This change is proposed to provide greater flexibility so the Department can continue to hold the annual convention while controlling costs for its members.

## **Effective Date**

This change should take effect immediately. The intent is to allow the 2023 Convention to be scheduled, planned and contracted using these changes, subject to the approved by the membership and/or the Board of Trustees as applicable.

## **Current Sections**

**SECTION 2000 – Meetings.** The Department Convention shall be convened once each calendar year *during the month of June or July unless prevented by national emergency or other unpreventable cause.*

## **Proposed Sections**

**SECTION 2000 – Meetings.** The Department Convention shall be convened once each calendar year ~~*during the month of June or July unless prevented by national emergency or other unpreventable cause.*~~ ***as required by the Department of Pennsylvania and National Bylaws.***

# CHANGE CHARLIE

Date: 04 March 2022

To: James Diamond, Adjutant, MCL of PA

From: David Brady, Commandant, MCL of PA

Subject: Proposed Administrative Procedure Change

In accordance with Department Bylaws, Article XI, Section 1100, and Chapter Ten, Section 10020 of the Department Administrative Procedures, the following proposed amendments are submitted for consideration by the body assembled at the Department Convention.

Addition of:

## **ENCLOSURE TEN (10) DEPARTMENT ASSOCIATE MEMBER OF THE YEAR GUIDELINES**

Add the following two pages

### **RATIONALE:**

The addition brings the Department Administrative Procedures in line with National Administrative Procedures permitting the establishment of the award.

### **Effective Date**

This amendment will be effective at the close of the 2022 Convention.

## ENCLOSURE TEN (10)

### **DEPARTMENT ASSOCIATE MEMBER OF THE YEAR GUIDELINES**

1. The name and qualifications of the candidate (nominee) for Department Associate Member of the Year must be typewritten, approved and signed by both the candidate's Detachment Commandant and Adjutant to verify that all information is correct. In those cases where the Detachment Adjutant is the candidate, the Senior Vice Commandant's signature shall sign in place of the candidate.
2. Only one (1) candidate for Department Associate Member of the Year (AOY) can be submitted from a Detachment in any given year. A motion to submit a candidate for the Department Associate Member of the Year must have been made from the floor, brought to a vote and approved by the membership of the Detachment at a regular meeting and recorded in the minutes of said meeting. Such fact shall be stated in the nomination letter.
3.
  - a. The candidate's letter of nomination and shall be placed in an envelope, sealed and identified on the outside of the envelope with the words "CANDIDATE – AOY". This envelope shall then be placed in a second envelope and mailed to the Department Commandant no later than fifteen (15) days prior to the start of the Department Convention. The Commandant will deliver the envelopes to the Secretary of the Marine of the Year Society no later than the close of business on Thursday of the Convention week. The envelope can also be hand carried to the Convention complying with the double envelope procedure above and delivered to the Secretary of the Marine of the Year Society no later than the close of business on the Thursday of the Convention. The Secretary shall provide a receipt for each envelope received.
  - b. The candidate's letter of nomination may be sent by electronic means to the Secretary of the Marine of the Year Society at a designated email address no later than fifteen (15) days prior to the start of the Department Convention.
4. The name of the AOY recipient will be announced during Convention banquet and the Department Associate Member of the Year award will be made. The names of the other nominees will not be announced nor published.

5. Any Associate Member of the Marine Corps League, Department of Pennsylvania, who is in good standing within the League (National, Department and Detachment) is eligible to be a candidate for the Department Associate Member of the Year and should have the following qualification:
  - a. Performed activities within the Marine Corps League which demonstrates devotion to the principles and purposes of the U. S. Marine Corps and the Marine Corps League; and/or
  - b. Achievements and activities in the Marine Corps League and other veterans' organizations and/or
  - c. Achievements and activities within civic, social or religious organizations within the community which would enhance the posture of the U. S. Marine Corps or the Marine Corps League and/or
  - d. Held an appointed office at the Detachment, Department or National level.
6. At the annual Department Convention, the members of the Marine of the Year Society who are present will hold a meeting to select the new Associate Member of the Year. The Junior Past Recipient of the Department Associate Member of the Year has the privilege of presenting the award to the new Department Associate Member of the Year. If he or she prefers, the Society can choose any other past Department Associate Member of the Year recipient to make the presentation.
7. The Marine of the Year Society Secretary will return all nominations to the submitting Detachment Commandant.

# CHANGE DELTA

Date: 04 March 2022

To: James Diamond, Adjutant, MCL of PA

From: David Brady, Commandant, MCL of PA

Subject: Proposed Administrative Procedure Change

In accordance with Department Bylaws, Article XI, Section 1100, and Chapter Ten, Section 10020 of the Department Administrative Procedures, the following proposed amendments are submitted for consideration by the body assembled at the Department Convention.

Addition to:

## **SECTION 3085 – Advisory Councils, Societies, Commissions and Duties**

Add paragraph (d)or(f)

(x) **Associate Member of the Year (AOY) Society** – shall be composed of all previous MCLPA Associate Members of the Year in attendance at the Convention. (The Department Commandant shall not be a member ex-officio of this Committee.) The guidelines for the AOY selection have been established in enclosure ten (10).

### **RATIONALE:**

The addition brings the Department Administrative Procedures in line with National Administrative Procedures permitting the establishment of the award.

OPTION 1: Designating the new entry as paragraph (d) would follow Marine of the Year Society but require reordering of existing paragraphs (d) and (e)

OPTION 2: Designating the new entry as paragraph (f) would **not** require reordering of existing paragraphs (d) and (e)

### **Effective Date**

This amendment will be effective at the close of the 2022 Convention.

# CHANGE ECHO

Date: 04 March 2022

To: James Diamond, Adjutant, MCL of PA

From: David Brady, Commandant, MCL of PA

Subject: Proposed Administrative Procedure Change

In accordance with Department Bylaws, Article XI, Section 1100, and Chapter Ten, Section 10020 of the Department Administrative Procedures, the following proposed amendments are submitted for consideration by the body assembled at the Department Convention.

Addition to:

## **SECTION 8010 – Subsidiary Organizations.**

Add paragraph (e) or (f)

**(x) Department of Pennsylvania Associate Member of the Year Society.**  
The MCLPA recognizes the Department of Pennsylvania Associate Member of the Year Society as an official subordinate group of the MCLPA which shall ever be subject to the authority, supervision, direction and control and discipline of the MCLPA.

### **RATIONALE:**

The addition brings the Department Administrative Procedures in line with National Administrative Procedures permitting the establishment of the award.

OPTION 1: Designating the new entry as paragraph (d) would follow Marine of the Year Society but require reordering of existing paragraph (e)

OPTION 2: Designating the new entry as paragraph (f) would not require reordering of existing paragraph (e)

### **Effective Date**

This amendment will be effective at the close of the 2022 Convention.

# CHANGE FOXTROT

Date: 04 March 2022

To: James Diamond, Adjutant, MCL of PA

From: David Brady, Commandant, MCL of PA

Subject: Proposed Administrative Procedure Change

In accordance with Department Bylaws, Article XI, Section 1100, and Chapter Ten, Section 10020 of the Department Administrative Procedures, the following proposed amendments are submitted for consideration by the body assembled at the Department Convention.

Addition to:

## **ENCLOSURE 9 DEPARTMENT MARINE OF THE YEAR GUIDELINES**

Add paragraph 3 b

b. The candidate's letter of nomination may be sent by electronic means to the Secretary of the Marine of the Year Society at a designated email address no later than fifteen (15) days prior to the start of the Department Convention.

### **RATIONALE:**

The addition allows an additional option for submitting nominations.

### **Effective Date**

This amendment will be effective at the close of the 2022 Convention.



# CHANGE GOLF

Date: 04 March 2022

To: James Diamond, Adjutant, MCL of PA

From: David Brady, Commandant, MCL of PA

Subject: Proposed Administrative Procedure Change

In accordance with Department Bylaws, Article XI, Section 1100, and Chapter Ten, Section 10020 of the Department Administrative Procedures, the following proposed amendments are submitted for consideration by the body assembled at the Department Convention.

Addition to:

## **ENCLOSURE 9 DEPARTMENT MARINE OF THE YEAR GUIDELINES**

Amend paragraph 5

5. Any ~~Marine~~ Regular member of the Marine Corps League, Department of Pennsylvania, who is in good standing within the League (National, Department and Detachment) is eligible to be a candidate for the Department Marine of the Year and should have the following qualification:

### **RATIONALE:**

The amendment brings the Department Administrative Procedures in line with National Administrative Procedures for the award.

### **Effective Date**

This amendment will be effective at the close of the 2022 Convention.