



Department of Minnesota
May 2026 Unit Mailing
Risk & Compliance Chairman,
Kathy Kessler

*ARTICLE IX
Unit Organization*

(from the National Constitution and By-Laws booklet, Revised 10/2025)

Section 1. Units of the American Legion Auxiliary are separate entities that operate independently as affiliates of the American Legion Auxiliary National Organization. Units shall be governed by their own Unit Constitution and/or Bylaws which shall not conflict with the National Constitution & Bylaws, National Standing Rules, National rules and policies, Department Constitution and Bylaws, or Department rules and policies.

Section 2. Those who desire to form a Unit shall apply to the Post to which it will attach and the Department in which it resides as provided in the Standing Rules. Upon receipt of a properly executed charter application from the Department, the Unit charter shall be signed by the National President and National Secretary.

Section 3. The minimum number of members to charter a new unit shall be ten (10) senior members, with the exception of a Department Headquarters Unit that shall have no minimum membership requirement.

Section 4. A Unit shall be given the name, location, and number of The American Legion Post to which it is attached.

Section 5. The qualifications and process for establishing and existing as a American Legion Auxiliary National Constitution, Bylaws, and Standing Rules Fall 2025 18 Unit in good standing shall be as provided in the Standing Rules.

Section 6. **All people handling funds of the Unit shall be bonded by a reputable, solvent bonding and surety company; or shall be covered by fidelity/ crime insurance in an adequate amount as determined by the Unit.**

These same rules apply to Districts---

All units must be bonded, which is through our Department of MN ALA (this is paid by the unit every 3 years).

All Districts must purchase their own bonding to be compliant with the National organization.

Now **the other important information** are you in good standing with the ALA organization and IRS? Have you (your unit) filed your 990 annually? The department and National have a listing of units who are not. If not you need to be reinstated. There are 2 ways---fill out the 2-page form and pay \$600.00 or file corporate income tax . You must inform National if you are reinstated so your name is removed from the list. If you have questions, please contact the

department to find out who can help you get reinstated. If you are revoked your unit is no longer able to accept/receive donations including Poppy fundraising! You are no longer considered non-profit!

As part of the Risk and Compliance committee we have a listing of units within Minnesota who are revoked. We have many! We encourage you to work with everyone in your unit to get reinstated. We must remember that we are a business, we must operate like a business! This is just good housekeeping management within our great organization.

I personally can attest to how your unit becomes reinstated---it took our unit almost 18 months and \$600.00 to get this done and again be compliant with the organization's rules and the IRS!

Sandy Fredrickson,
Co1mmittee member of Risk & Compliance