**CONSTITUTION**

**ARTICLE I.**

**STYLE OF THE COMPANY**

The style of the company shall be Company H, 21ST Regiment, Veteran Reserve Corps, United States of America.

**ARTICLE II**

**OFFICERS AND THEIR DUTIES**

*Sec.*1. The commissioned officers shall be such as are prescribed by period laws of the state and elected in conformity therewith.

*Sec*.2. The Commandant shall preside at all meetings of the company, have charge of the roll and furnish each non-commissioned officer and the Secretary with a copy of the same.

*Sec*.3. The non-commissioned officers shall be elected by the company, upon recommendation of the Commandant.

*Sec*.4. It shall be the duty of the First Sergeant to issue, by order of the Commandant, all orders for events, meetings and drills. He shall furnish each non-commissioned officer with a squad list, containing the name and residence of each member of his squad, with such alterations as may from time to time occur.

*Sec*.5. The senior non-commissioned officer present at any drill or event shall call the roll fifteen minutes after the hour named in the order for that drill or event, and note all absentees. In the absence of the First Sergeant, a return of the above shall be made to him at the next meeting, drill or event.

*Sec*.6. When a non-commissioned officer is prevented by sickness or absence from serving with his squad; he shall give notice to the First Sergeant, and report himself immediately upon his return to duty.

*Sec*.7. Any non-commissioned officer who shall neglect or refuse to serve any notice or notices for any meeting, drill or event ordered by the Commander will be fined.

**ARTICLE III**

**SECRETARY**

It shall be the duty of the Secretary to keep a record of the Company's proceedings and enter the same in a book to be kept for that purpose. He shall read the same to the Company for their approval or disapproval at the next monthly meeting. He shall collect all dues and fines and keep an account thereof, and pay the same to the Treasurer, whose receipt he shall take for the money so paid over. He shall call at each meeting the names of those who are in arrears. He shall supply every new member with a copy of the Handbook and Manual of Instructions immediately after being informed of his election into the Company. He shall bring his books to every Company meeting; in case of sickness or unavoidable absence he shall send the same. He shall, at all Company meetings, call the roll fifteen minutes after the hour specified in the notice. He shall note all absentees and make returns thereof to the First Sergeant at the next meeting, drill or event. He shall be responsible for maintaining Company records and sending correspondence as determined by the Commandant.

**ARTICLE IV**

**TREASURER**

It shall be the duty of the Treasurer to receive all moneys of the Company from the Secretary, and give his receipt for the same. He shall keep a correct account of all money received and expended, shall pay no money without the order of the Commandant. He shall make detailed reports at all regular meetings of all money received and expended, together with a general exposition of the financial affairs of the Company.

**ARTICLE V**

**MEMBERSHIP**

*Sec*.1. Any person purposing to join the Company shall make application through one of the members, which shall be read by the Secretary at any meeting of the Company, and he shall be enrolled as a probationary member of the Company upon receipt of a majority vote.

*Sec*.2. Any person elected shall be expected to uniform himself to the adopted dress of the Company.

*Sec*.3. Any intended absences from meetings, drills or events shall be reported to a non-commissioned officer. Any member failing to notify a non-commissioned officer of an intended absence for three consecutive months shall be reported on the Sick List. Any member reported on the Sick List for three consecutive months shall be placed on Furlough. Any member on Furlough for three consecutive months will be reported as Absent without Leave. Any member Absent without Leave for three consecutive months will be reported by the First Sergeant to the Company, and his name dropped from the roll.

*Sec* 4. Upon failure or refusal of any member to pay any dues or fines accruing under these By-Laws within sixty days, he shall be reported to the Company by the Secretary, and if the demand be not then complied with, he shall no longer be considered a member and the Commandant shall cause his name to be dropped from the roll.

*Sec*.5. In accordance with *Reenactor's Liaison Committee* standards, only those members sixteen years of age or older shall be permitted to utilize firearms in camp or in the field.

**ARTICLE VI**

**RESIGNATIONS**

Any member wishing to resign shall return all Company property in good order to the First Sergeant, who shall give him a receipt for the same. This receipt, together with all dues from him to the company, must be deposited with the Secretary, who will thereupon direct the First Sergeant to drop his name from the roll and report that fact to the Company.

**ARTICLE VII**

**CONTRIBUTIONS**

*Sec*.1. For defraying the expense of the company gear and camp ware, every member shall be taxed $10.00 dollars per month, payment due on the first of every month.

*Sec*.2. In the event of the Company being called upon to entertain a visiting Company, every member shall pay his proportion of the expenses, whether he may be present or not.

**ARTICLE VIII**

**MEETINGS**

*Sec*.1. Stated meetings of the Company shall be held on the first Thursday of every month, or as close to that day as public meeting space is available, and to begin at 6 o'clock (6:00PM) in the evening. The Commandant may call special meetings whenever he may deem it necessary.

*Sec*.2. One-third of the voting Company shall constitute a quorum for the transaction of business.

*Sec*.3. In all meetings, the business shall be transacted in the following order: Roll Call, Minutes of the Last Preceding Meeting, Election of New Members, Unfinished Business from Previous Meetings, Reports of Committees in order of appointment, New Business.

*Sec*.4. No resolution shall be offered any meeting unless submitted in writing.

**ARTICLE IX**

**DRILLS**

The Company shall drill on the day prescribed by the Commandant upon approval by the Company.

**ARTICLE X**

**REPRIMANDS & SUSPENSIONS**

*Sec*.1. Members shall, whilst in uniform, conduct themselves in accordance with period etiquette and deportment.

*Sec*.2. Members families shall, whilst staying in camp, conduct themselves in accordance with period etiquette, deportment and dress.

*Sec*.3. Any member seen intoxicated while under arms will be reported by the First Sergeant to the Company at the next meeting, and be subject to review by a Court of Inquiry.

*Sec*.4. Any member under the legal age for the consumption of alcoholic beverages found in possession of or under the influence of alcoholic beverages at any time shall be immediately expelled from the company upon review by a Court of Inquiry without the requirement of a vote by the membership.

*Sec*.5. Any member found to be providing alcoholic beverages to any member under the legal drinking age shall be immediately expelled from the company upon review by a Court of Inquiry without the requirement of a vote by the membership.

*Sec*.6. Members shall observe all safety guidelines, especially while handling firearms in the field or in camp. All safety violations shall be subject to review by a Court of Inquiry.

*Sec* 7. Any member failing to comply with these By-Laws shall be subject to review by a Court of Inquiry.

**ARTICLE XI**

**MUSIC**

The Commandant of the Company shall have the power to enlist at least one drummer, and procure for the Company a drum.

**ARTICLE XII**

**UNIFORM**

The uniform shall be such as may from time to time be prescribed by the Company.

**ARTICLE XIII**

**COURT OF INQUIRY**

There shall be a Court of Inquiry consisting of not more than five members, to be appointed annually by the Commandant upon approval of the Company. It shall be composed of one commissioned officer, one sergeant, one corporal and two privates. The Court's duty and power shall be to hear all excuses by delinquents, and to impose or mitigate any fines incurred by a breach of these By-Laws. The Court shall also recommend to the Company censure, suspension or expulsion for any serious violation.

**ARTICLE XIV**

**BY-LAWS**

By-Laws not inconsistent with this Constitution may be passed by a vote of three-fourths of any meeting of the company.

**ARTICLE XV**

**ALTERATIONS AND AMENDMENTS**

Alterations and amendments may be made to this Constitution by submitting such alteration or amendment in writing to any meeting of the Company, to be referred by them to a committee, who shall report on the same at the next meeting of the Company. No alteration or amendment shall be adopted except by a vote of three-fourths of such meeting where quorum is present.

**Commandant’s Name:** *Stephen W. Klotz, Captain Company H*

**Commandant’s Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Secretary’s Name:** *Stephanie Sanchez*

**Secretary’s Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Constitution Effective as of:** *12/11/2016 11:24 AM*

**Amendment’s:** *None at this time*