

POST694 COMMANDERS GUIDE TO GENERAL MEETING

THE MEETING IS ABOUT TO OPEN ... OFFICERS TAKE YOUR STATIONS

1 rap of the gavel (to seat everyone)

THE SERGEANT AT ARMS WILL CLOSE THE DOORS

(Wait until everyone is seated and ready)

3 raps of the gavel (to make everyone stand)

THE COLORS ARE IN PLACE

PLEASE JOIN ME IN SALUTING OUR FLAG...HAND SALUTE....TWO

THE CHAPLAIN WILL OFFER PRAYER. (Legionnaires uncover)

PLEASE JOIN ME IN THE PLEDGE OF ALLEGIANCE

I PLEDGE ALLEGIANCE TO THE FLAG  
OF THE UNITED STATES OF AMERICA  
AND TO THE REPUBLIC FOR WHICH IT STANDS,  
ONE NATION UNDER GOD, INDIVISIBLE,  
WITH LIBERTY AND JUSTICE FOR ALL.

(Legionnaires re-cover)

PLEASE JOIN ME IN RECITING THE PREAMBLE  
OF THE CONSTITUTION OF THE AMERICAN LEGION

FOR GOD AND COUNTRY  
WE ASSOCIATE OURSELVES TOGETHER  
FOR THE FOLLOWING PURPOSES:  
TO UPHOLD AND DEFEND  
THE CONSTITUTION OF THE UNITED STATES OF AMERICA;  
TO MAINTAIN LAW AND ORDER;  
TO FOSTER AND PERPETUATE  
A ONE HUNDRED PERCENT AMERICANISM;  
TO PRESERVE THE MEMORIES AND INCIDENTS  
OF OUR ASSOCIATIONS IN THE GREAT WARS;  
TO INCULCATE A SENSE OF INDIVIDUAL OBLIGATION  
TO THE COMMUNITY, STATE AND NATION;  
TO COMBAT THE AUTOCRACY  
OF BOTH THE CLASSES AND THE MASSES;  
TO MAKE RIGHT THE MASTER OF MIGHT;  
TO PROMOTE PEACE AND GOOD WILL ON EARTH;  
TO SAFEGUARD AND TRANSMIT TO POSTERITY  
THE PRINCIPLES OF JUSTICE, FREEDOM, AND DEMOCRACY;  
TO CONSECRATE AND SANCTIFY OUR COMRADESHIP  
BY OUR DEVOTION TO MUTUAL HELPFULNESS.

One rap of gavel (to seat everyone)

I NOW DECLARE MONTEREY CYPRESS POST 694,  
DEPARTMENT OF CALIFORNIA REGULARLY CONVENED.

**ROLL CALL**

(Adjutant calls names of all officers)

**READING OF THE MINUTES OF THE PREVIOUS GENERAL MEETING**

(Adjutant now reads the minutes)

**ARE THERE ANY CORRECTIONS OR DELETIONS?**

(Members may correct or amend the minutes now)

**THE MINUTES STAND APPROVED AS READ (OR CORRECTED)**

**READING OF THE MINUTES OF THE PREVIOUS EXECUTIVE COMMITTEE**

(Adjutant now read the minutes- needs a Motion and second)

**A MOTION HAS BEEN MADE AND SECONDED TO APPROVE THE EXECUTIVE COMMITTEE MINUTES... ON THE QUESTION**

(Members can now discuss the minutes)

**ALL THOSE IN FAVOR OF THE MOTION TO APPROVE THE EXECUTIVE COMMITTEE MINUTES AS READ (OR AMENDED) SAY AYE**

(Quick count of members voting aye)

**ALL THOSE OPPOSED SAY NAY**

(Quick count of members voting nay)

**THE MOTION STANDS APPROVED (OR THE MOTION IS REJECTED)**

(One rap of the gavel to make it official)

**SERGEANT AT ARMS**

**DO WE HAVE ANY GUESTS OR PROSPECTIVE NEW MEMBERS?**

(If introduced you can ask them to speak now or)

(Wait until the Good of the Order)

**COMMITTEE REPORTS**

**FIRST VICE** Membership

**FINANCE** Report

**SECOND VICE** Calendar review

**SERGEANT AT ARMS**

**BOARD OF DIRECTORS**

**ADJUTANT**

**JUDGE ADVOCATE**

**CHAPLAIN**

**SERVICE OFFICER**

**HISTORIAN**

**JUNIOR PAST COMMANDER**

**ARE THERE ANY OTHER COMMITTEE REPORTS?**

UNFINISHED BUSINESS

NEW BUSINESS AND CORRESPONDENCE

GOOD OF THE ORDER

REHAB DRAWING

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THIS MEETING  
THE CHAPLAIN WILL LEAD US IN MEMORIAL SERVICE

(3 raps of gavel to make every one stand up and uncover)

(After the prayer everyone should re-cover)

UNTIL WE MEET AGAIN LET US REMEMBER  
THAT OUR OBLIGATION TO OUR COUNTRY CAN BE FULFILLED  
ONLY BY THE FAITHFUL PERFORMANCE OF ALL DUTIES OF CITIZENSHIP.  
LET SERVICE TO THE COMMUNITY, STATE AND NATION  
BE EVER MAIN OBJECTIVE OF THE AMERICAN LEGION AND ITS MEMBERS.  
LET US BE EVER WATCHFUL OF THE HONOR OF OUR COUNTRY,  
OUR ORGANIZATION AND OURSELVES,  
THAT NOTHING SHALL SWERVE US  
FROM THE PATH OF JUSTICE, FREEDOM AND DEMOCRACY.

THE COLORS SHALL REMAIN STANDING IN HONOR OF OUR DEPARTED COMRADES  
HAND SALUTE.....TWO

I NOW DECLARE THIS MEETING OF POST 694 ADJOURNED.

(1 rap of gavel to close)