

**MEMBERSHIP
REFERENCE
MANUAL
FOR
MARINE CORPS LEAGUE
UPSTATE MARINES DETACHMENT 1106**



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MARINE CORPS LEAGUE
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**Prepared by
Steve Martin
Detachment 1106**

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The Eagle, Globe and Anchor emblem and the name Marine Corps® are registered trademarks of the USMC. The Marine Corps League and its subordinate organizations support the USMC and its veterans, however it is not officially connected to or endorsed by the USMC, and the name and emblem are used with permission.

With updates to

Sections 6 and 7 complete on 03/24/2025

Section 8 on 03/30/2025

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**History
of the
Marine Corps League**

History of the Marine Corps League

The Marine Corps League perpetuates the traditions and spirit of ALL Marines and Navy FMF Corpsmen, who proudly wear or who have worn the eagle, globe and anchor of the Corps. It takes great pride in crediting its founding in 1923 to World War I hero, then Major General Commandant John A. Lejeune. It takes equal pride in its Federal Charter, approved by An Act of the Seventy-Fifth Congress of the United States of America and signed and approved by President Franklin D. Roosevelt on August 4, 1937. The League is the only Federally Chartered Marine Corps related veterans organization in the country. Since its earliest days, the Marine Corps League has enjoyed the support and encouragement of the active duty and Reserve establishments of the U. S. Marine Corps. Today, the League boasts a membership of more than 60,000 men and women, officer and enlisted, active duty, Reserve Marines, honorably discharged Marine Veterans, qualified Navy FMF Corpsmen and qualified Navy FMF Chaplains and is one of the few Veterans Organizations that experiences increases in its membership each year.

The Marine Corps League is headed by an elected National Commandant, with 14 elected National Staff Officers who serve as trustees. The National Board of Trustees coordinates the efforts of 48 department, or state, entities and the activities of over 1000 community-based detachments located throughout the United States and overseas. The day-to-day operations of the League are under the control of the National Executive Director with the responsibility for the management and direction of all programs, activities, and affairs of the Marine Corps League as well as supervising the National Headquarters staff.

The prime authority of the League is derived from its Congressional charter and from its annual National Convention held each August in different major U.S. cities throughout the nation. It is a not-for-profit organization within the provisions of the Internal Revenue Service Code 501(c) (4), with a special group exemption letter which allows for contributions to the Marine Corps League, its Auxiliary and subsidiary units, to be tax deductible by the donor.

The above information was found at website www.mclnational.org/history.html which appears to no longer exist. For more information about the Marine Corps League perhaps see https://en.wikipedia.org/wiki/Marine_Corps_League.

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Organization of the League

Organization of the League

National

At the top of the organizational chart would be National. Wikipedia has an excellent writeup about the Marine Corps League. You can see it at https://en.wikipedia.org/wiki/Marine_Corps_League .

National has offices at:
3619 Jefferson Davis Hwy
Suite 115
Stafford, Virginia 22554
Phone 703.207.9588
Fax 703.207.0047

National has a comprehensive website at <https://www.mclnational.org/> . The Library at this site has all of the manuals and forms that you will need and is open to everyone. The Member Library requires a password which is currently dd4.

A National Convention is held once each year, usually in the month of August. The meetings are held in a different city every year. This is when and where elections of officers are held and changes may be made to the National bylaws.

Divisions

Below National are the Divisions. There are 10 Divisions. Our Department and Detachment is in the Southeast Division which is made up of seven southeast states. The Southeast Division has a website at <http://sediv.org/> .

The Southeast Division holds an Annual Conference in March.

Departments

Below Divisions are Departments which are generally state-wide organizations. Our Detachment is in the Department of South Carolina. See the Department of South Carolina website at <http://www.mcleaguesc.org/> .

The Department of South Carolina holds a convention annually in June at which time new officers are elected and other business handled.

Detachments

The primary organization is the Detachment. In South Carolina there are currently 24 Detachments. We are the Upstate Marines Detachment 1106. Our website is located at <http://detachment1106.onlinewebshop.net/>.

The Detachment has had a website since May 13, 2005. The site is maintained as a showcase to let other MCL Detachments see what is happening at Detachment 1106, to provide a reference to the Detachment membership on subjects such as uniforms, the bylaws, and meeting dates, and to let members who haven't been to a meeting for a while, or who can't make the monthly meetings for various reasons, keep up to date on what is going on.

Detachment 1106 usually meets on the second Saturday of every month except December at the American Legion Post 14 building, 1301 E. Greenville, St., Anderson, SC.

Come in at 8:00 a.m. and enjoy some social time before the meeting. Someone usually brings in donuts or something else to eat. The business meeting begins at 9:00 a.m. and typically is over before 10:30 a.m.

Visitors are always welcome to attend both the social hour and the business meeting. Come get to know us. We do not recognize military rank. Whether you were a PFC or a General, no one cares and no one will know unless you care to tell them. We are just military veterans. You don't even have to be a Marine. We welcome vets from the other military branches.

If you want to join the league, see the Detachment Paymaster before or after one of the monthly business meetings and ask for an application form.

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Uniforms of the Marine Corps League

Uniforms of the Marine Corps League

This section contains somewhat condensed information on the uniforms of the Marine Corps League members. Regardless of what is written below, the final guiding rules to be followed are to be found in the current (2023) Marine Corps League National Administrative Procedures, starting on page 143.

The Basic Uniform; the Basic Cover

The Basic Uniform consists of merely the garrison cap which is called the Basic Cover. When you are wearing the Basic Cover you are considered to be uniformed and under arms. Specific information in regards the size and positioning of lettering on the cover are given in the Administrative Procedures.



The Casual Uniform

The Casual Uniform would be worn to functions such as meetings, dinners, funerals (pallbearers), and civic functions such as parades.

This uniform consists of the red blazer (scarlet sports coat) which is worn over a plain white shirt (short sleeve or long sleeve, without collar emblems), the black tie, black slacks, black belt with yellow metal buckle, black plain-toe shoes, black socks, and of course the garrison cover. The Marine Corps League crest is worn on the left breast side directly under the pocket.



The Undress Uniform

The Undress Uniform consists of an airline pilot-style white shirt worn over a white t-shirt, no necktie, black slacks, black belt with yellow metal buckle, black plain-toe shoes, black socks, and of course the fore-and-aft cover. The shirt has the Eagle, Globe and Anchor on the collar tabs, an American flag (with white border) on the right sleeve with the starfield forward, the Marine Corps League patch on the left sleeve, and service ribbons (either DOD or MCL, not mixed) worn on the left breast side above the pocket.



This is the warm-weather uniform for activities such as meetings and parades. In the winter, when the weather is cold, this uniform is worn with white gloves and a short, black jacket and becomes the Ceremonial Uniform.

The Marine of the Year (National, Division, Department or Detachment) Medallion and Ribbon; the Chapel of Four Chaplains (Legion of Merit, Humanitarian Award, and Bronze Medallion Award); or the Military Order of Devil Dogs collar, if authorized, may be worn with the Undress Long Sleeve (or Short Sleeve) Uniform. Only one of these devices, medallions, or collars, may be worn at a time at the option of the wearer. NOTE – MEDALLIONS MAY NOT BE WORN WITH ANY OTHER STYLE SHIRT (I.E., POLO, T-SHIRT, OR CIVILIAN DRESS SHIRTS).

The Ceremonial Uniform

The Ceremonial Uniform is the same as the Undress Uniform except that Dress Blue pants, the standard web belt with USMC open-face buckle, and white gloves are worn.

This uniform with an airline pilot-style white shirt is the warm-weather uniform of the Honor Guard. In cold weather a black foul weather jacket may also be worn.



The Uniform of Our Associate Members

Associate Members do not wear the Marine Corps Emblem. The regulations for Associate Member Uniforms are the same as Regular Member Uniforms, except as follows:

The Marine Corps Emblem on the Basic Cover is replaced by the surburst insignia.

On the Casual Uniform, the Crest or Bullion Seal is not worn.

The Sunburst Insignias on the Undress Uniform are replaced with 1/2" x 1/2" gold MCL insignias.

The starfield forward American flag patch is worn on the right shoulder and the Marine Corps League patch with an Associate Rocker attached at the bottom is worn on the left sleeve. They are to be worn in the same way as prescribed on the Regular Member Undress uniforms.

Dress blue trousers are worn, but without the red NCO stripe.

Advice Regarding Ordering Uniforms

Many of the uniform items can be ordered from the League's Ships Store. See <https://the-semper-fi-store.myshopify.com/> .

Check with the Detachment Quartermaster before ordering uniform items on your own. The Quartermaster may have the items in inventory, or he may be able to save shipping and handling costs by ordering for several members at one time.

07/22/2024

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**History
of
Detachment 1106**

History of Detachment 1106

The League

The Marine Corps League was established in June 1923 during a reunion in New York of Marines who had served in the 1st World War. The League was chartered by an act of the United States Congress on August 4th, 1937. It was authorized to assist and aid in presenting claims before the Veterans Administration by Public Law #243, passed by the 74th Congress of the United States of America.

A ruling letter was issued in July 1946 by the Internal Revenue Service granting the Marine Corps League an exemption from Federal income tax under the provisions of Section 501(c)(4) of the Internal Revenue Code.

The Marine Corps League was chartered as a non-profit Military Organization with the most important objective being to serve the local communities through programs beneficial to all, whether working with youth, helping in community endeavors, or assisting veterans. Membership in the Marine Corps League is open to all active duty, retired or honorably-discharged military personnel.

The Detachment

An application for a charter was submitted to MCL National in July 2002 and the Detachment was chartered on July 30, 2002 as the Electric City Leathernecks, Detachment 1106. The Detachment submitted a Form SS-4 in July of 2002 and was assigned Employer Identification Number (EIN) 55-0795092 on September 19, 2002, by the Internal Revenue Service. In November of 2002 the Detachment registered with the South Carolina Secretary of State as a nonprofit corporation. The Detachment changed their name to the Upstate Marines in 2005. Detachment 1106 currently has approximately 40 members who live in Upstate (northwest) South Carolina and northeast Georgia.

The Detachment typically has a business meeting on the second Saturday of every month except December and quarterly meetings of the Board of Trustees. Prior to the business meetings, the members enjoy a social hour. In December the membership and their guests meet at a local restaurant to present awards and celebrate the holiday season. Historically once each year the Detachment donates to the Electric City Young Marines and the Anderson County Meals on Wheels. They usually enter their parade float in the Anderson Veterans Day Parade in November and the Anderson Christmas Parade in December.

06/19/2020

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Detachment 1106 Bylaws

**MARINE CORPS LEAGUE
UPSTATE MARINES
DETACHMENT 1106
BYLAWS**

Under provisions set forth in Article IX, Section 905 of the 2023 Edition of the Marine Corps League National Bylaws, the following Detachment Bylaws are set forth:

Article I — Name

The name of the Corporation shall be the Upstate Marines, Detachment 1106 of the Department of South Carolina, Marine Corps League, Incorporated.

Article II — Purpose

Section 1.

To preserve the traditions and to promote the interests of the United States Marine Corps, to band those who are serving or have been honorably discharged or retired from that service in fellowship that may effectively promote the ideals of American freedom and democracy, to fit its members for the duties of citizenship and to encourage them to serve as ably as citizens as they have served the Nation under arms, to hold sacred the history and memory of the men who have given their lives to the Nation, to foster love for the principles which they have supported by blood and valor since the founding of the Republic, to maintain true allegiance to American institutions, to create a bond of comradeship between those in service and those who have returned to civilian life, to voluntarily render assistance to all Marines and to former Marines, as well as to their widows and orphans, to perpetuate the history of the U. S. Marine Corps and by fitting acts to observe the anniversaries of historical occasions of peculiar interest to Marines.

Section 2.

This Detachment is not formed for profit, but is formed for promoting the ideals and purposes enumerated above. The net earnings shall be devoted exclusively to charitable, educational and recreational purposes as defined by State and Local Statues, and also set forth in the Marine Corps League National Bylaws.

Section 3.

Net earnings are defined as monies in excess of that required for the service and discharge of any and all financial obligations.

Section 4. End of Fiscal Year Distribution

At the end of each fiscal year the Board of Trustees will direct the Detachment Paymaster to inform the Board of the Detachment's bank balance and how much will be needed to cover financial obligations for three months. Some portion of the remaining funds will be donated to not-for-profit organizations. The Board of Trustees will submit to the Detachment what the percentages and designated receivers will be for approval of the membership. At the start of the new fiscal year the Detachment, with the leadership of the Board of Trustees, should select the objectives they agree on to legitimize the Detachment and their fundraising efforts.

Section 5. Non-discrimination

Detachment 1106

- a. Shall never take part in any labor or management dispute or issue;
- b. Shall not be sectarian, political, and partisan;
- c. Shall not be based on race, color, creed, nationality, or sex;
- d. Shall not be used as a medium of political ambition or preferment; and
- e. Shall not use former or present military rank or former or present civilian position as the basis for special consideration and preferment.

Article III — Meetings

Section 1.

Regular monthly meetings shall be held on a day and time determined by a majority of the membership present and voting.

Section 2.

Any notice of special meetings or change of regular meeting dates shall be given to the membership by the Adjutant by email and/or telephone at least ten (10) days in advance of said meeting.

Section 3.

If the regular monthly meeting falls on a holiday, or for some other reason cannot be held on the regular date, the Board of Trustees, by a majority vote may select some other day in that month, or cancel the meeting for just cause.

Section 4.

The Detachment Commandant or a majority of the Board of Trustees shall have the power to call a special meeting of the Detachment at any time after meeting the same requirements of advance notice to the membership as specified in Section 2 above.

Section 5.

Meetings of this Detachment shall be conducted in the order and precedence of the Marine Corps League, Department and Detachment Bylaws, and Roberts Rules of Order, Newly Revised.

Section 6.

A minimum of five (5) members of the Detachment must be present, including two (2) members of the Board of Trustees, to constitute a quorum at any business meeting.

Section 7.

- a. The Board of Trustees shall meet at least once each quarter and as often as the Commandant may deem necessary.
- b. The Commandant shall call a meeting of the Detachment Board of Trustees and all appointed Officers upon the request of three (3) or more members of said Board of Trustees.

Section 8.

The Detachment Charter, or a copy thereof, the National and Marine Corps Colors, and a Bible shall be displayed at all regular business meetings.

Section 9.

No smoking, profanity or alcoholic beverages shall be permitted during any Detachment business meeting. The restriction on alcoholic beverages shall not apply to Detachment dinners.

Section 10.

To promote decorum and continuity of League business meetings, any elected or appointed officer of Detachment 1106 who arrives after the start of a meeting will be seated with the general membership. A member who was temporarily appointed to fill a vacant seat will remain in that position until close of the meeting. [Approved by membership on Sept. 9, 2023.]

Article IV — Officers

Section 1.

The elected officers of the Detachment shall be the Commandant, Senior Vice Commandant, Junior Vice Commandant, and Judge Advocate. The elected officers plus the Junior Past Commandant shall be the Board of Trustees.

Section 2.

- a. The Commandant, Senior Vice Commandant, and Junior Vice Commandant shall serve a term of one (1) year. Each Commandant, upon completion of his/her term, shall also become a member of the Board of Trustees as Junior Past Commandant.
- b. In the event the Junior Past Commandant cannot serve, the post will revert to the previous Junior Past Commandant.
- c. The government and management of the Detachment are entrusted to the Board of Trustees.

Section 3. — Election Procedures

- a. In March the Commandant shall instruct the Junior Past Commandant to form a Nominating Committee consisting of him/her and two (2) other members.
- b. The nominating committee shall prepare a recommended slate of officers for presentation during the April meeting.
- c. Additional nominations may be made from the floor at the April meeting. The Chairperson of the nominating committee shall ask three (3) times if there are any additional nominations prior to closing nominations for each office.
- d. The election of officers shall be the last order of business.
- e. Election of Detachment Commandant, Senior Vice Commandant, Junior Vice Commandant and Judge Advocate shall be conducted in this order by a roll call or ballot vote.
- f. Before conducting the voting, the Detachment Commandant shall select two (2) Past Detachment Commandants and two (2) Past Detachment Judge Advocates to supervise voting and correctly tally the votes cast. If these past officers are not present at the time of election, the Commandant may utilize other past Detachment officers.
- g. A majority of votes cast is required to elect Detachment Officers. When a simple majority is not obtained on the first ballot, a second balloting will commence after a caucus (not to exceed five (5) minutes). Should a majority fail to materialize on the second or successive ballots, the candidate with the least number of votes shall be dropped as a contender (after each ballot) until a majority is achieved.
- h. The newly-elected officers shall assume their respective offices immediately following the installation ceremony.
- i. Selection of the Installing Officer will be the responsibility of the current Detachment Commandant.
- j. Detachment officers, with the exception of the Judge Advocate, shall be elected for a term of one (1) year and may stand for reelection one (1) additional year. The number of successive terms which the Judge Advocate may serve is unlimited.
- k. The Installing Officer must be an elected or past National officer, an elected or past Department officer, or a past Detachment Commandant.
- l. It shall be the responsibility of the Detachment Adjutant to prepare and submit the Report of Officer Installation and the Detachment Officer Report.

- m. The Report of Officer Installation and the Detachment Officer Report must be forwarded to the Department Adjutant within five (5) days of the installation. [The Detachment Officer Report was last used in 2019. The form no longer exists. Bylaw needs to be updated.]

Section 4. — Duties of the Commandant

- a. To preside at all meetings of the Detachment and Board of Trustees.
- b. Direct the affairs of the Detachment as prescribed by the Board of Trustees.
- c. Appoint committees as deemed necessary, subject to approval of the Board of Trustees.
- d. Serve as an ex-officio member of all committees.
- e. Shall make the final ruling on questions of order, subject to approval by the membership of the Detachment.
- f. The Commandant shall appoint the following positions: Adjutant, Paymaster, Chaplain, Sergeant-at-Arms, and other positions, subject to approval by the Board of Trustees.

Section 5. — Duties of the Senior Vice Commandant

- a. To serve as acting Commandant in the absence of the Commandant.
- b. To perform other duties as requested by the Commandant or the Board of Trustees.

Section 6. — Duties of the Junior Vice Commandant

- a. Shall assist the Commandant.
- b. Shall assume the duties of the Commandant in the absence or disability of both the Commandant and the Senior Vice Commandant.
- c. Shall be responsible for the entertainment and social events of the Detachment.
- d. Shall serve as Chairman of the Membership Committee.
- e. Shall also perform the duties delegated by the Commandant or the Board of Trustees.

Section 7. — Duties of the Judge Advocate

- a. Shall be the advisor to the Board of Trustees on all legal matters of the Detachment.
- b. Shall research, interpret and advise on any matter or question concerning the National, Department and Detachment Bylaws of the Marine Corps League.
- c. Shall be available to all Detachment Officers and committees for legal advice pertaining to their duties and responsibilities.
- d. Shall serve as Chairman of the Detachment Bylaws Committee.
- e. A copy of the bylaws of the Detachment will be provided by the Judge Advocate to all new members and upon request to any member in good standing.
- f. Shall also perform other duties as requested by the Board of Trustees.

Section 8. — Duties of the Adjutant

- a. Shall have charge of and keep a full and correct record of all proceedings of all meetings, keeping such records as National, Department and Detachment require.
- b. Render reports of membership annually or when called upon at meetings.
- c. Keep current lists of names, addresses and telephone numbers of all current members.
- d. Under direction of the Commandant, read and handle all communications and correspondence of the Detachment.
- e. Shall read all communications, documents and applications for membership.
- f. Perform any additional duties assigned by the Commandant and/or the Board of Trustees.

Section 9. — Duties of the Paymaster

- a. Shall have charge of all funds and see that they are safely deposited in a local bank or banks as designated by the Board of Trustees.
- b. Shall prepare a monthly report for the Detachment body, reflecting the condition of the finances of the Detachment with such recommendations as may be deemed expedient or necessary for raising funds with which to carry on the activities of the Detachment.
- c. Shall be responsible for ensuring that all checks written on the Detachment account are signed by a minimum of two (2) officers. The Paymaster, Commandant, Senior Vice Commandant, and Junior Vice Commandant should be legally qualified by bank records to sign checks.
- d. Shall retain and produce upon request, all financial records, vouchers and papers required for the proper maintenance of the Detachment account or for the required annual audit.
- e. Shall serve as a member of the Budget and Finance Committee and the Audit Committee.
- f. Perform additional duties assigned by the Board of Trustees.

Section 10. — Duties of the Chaplin

- a. Charged with the spiritual welfare of the members and will offer divine but non-sectarian services in the event of dedications, funerals, public functions, meetings, et cetera.
- b. Adhere to such ceremonial rituals as are recommended by the Marine Corps League Ritual.
- c. Prepare Notice of Death forms when required.
- d. Perform additional duties assigned by the Board of Trustees.

Section 11. — Duties of the Sergeant-at-Arms

- a. Assist the Detachment Commandant in keeping order at all meetings.
- b. Assure that only members in good standing of the Marine Corps League and authorized guests are admitted at meetings of the Detachment.
- c. Be responsible for the proper arrangement of meeting area, to include but not limited to the placement of the Colors, Charter and the Bible.
- d. Perform additional duties as assigned by the Board of Trustees.

Section 12. — Duties of the Service Officer

- a. Shall be responsible for bringing to the attention of members and their dependents the rights and benefits granted to them by law.
- b. Will also serve as Chairperson of the Veterans Affairs and Rehabilitation or Service Committee.
- c. Perform additional duties as assigned by the Board of Trustees.

Section 13. — Duties of the Junior Past Commandant

- a. The immediate Junior Past Commandant shall assume this office automatically and without further election as the new Commandant is installed into office.
- b. Shall be the Chairperson of the Nominating Committee and supervise the election of Officers.
- c. Serve as the Assistant Chairperson of the Membership Committee.
- d. Perform additional duties assigned by the Board of Trustees.

Section 14. — Officer Vacancies

- a. The order of succession to the office of Detachment Commandant shall be (1) the Senior Vice Commandant, and (2) the Junior Vice Commandant.
- b. In the event of other vacancies on the Detachment Board of Trustees, the Detachment Commandant, with the advice and consent of the remaining Board members, shall appoint a successor to fill the remaining unexpired term of office.
- c. In addition to death, resignation, or incapacitation, a vacancy will occur through failure to attend two (2) consecutive officially called meetings of the Board of Trustees, or in the case of removal from office for cause.

Article V — Membership Eligibility

Section 1. — Categories of Membership

- a. Regular Membership. Only the following may be regular members of the MCL:
 - (1) Marines who are serving or have served honorably* in the United States Marine Corps or the United States Marine Corps Reserve;
 - (2) U.S. Navy Corpsmen (i) who are serving or have served honorably* in the United States Navy and who have trained with Marine FMF units in excess of ninety (90) days and earned the Marine Corps device (clasp) worn on the Service Ribbon, (ie; Southwest Asia Service Medal, Vietnam Service Medal, Armed Forces Expeditionary Medal, etc) and (ii) who earn the Warfare Device authorized for FMF Corpsmen. U. S. Navy Hospital Corpsman must have satisfactorily completed the Field Medical School (FMSS), have been permanently assigned to an FMF Command and have completed the appropriate sections of the Personnel Qualification Standard, both of which must be noted on the DD Form 214. An award of the Fleet Marine Force Ribbon (FMF Ribbon) (1 Sep 1984-30 Sep 2006) or the Enlisted Fleet Marine Force Warfare Specialist Qualification (EFMFWS) Badge (1 Oct 2006-present) may serve as

prima facie evidence of eligibility; and

(3) U.S. Navy Chaplains who are serving or have served honorably* in the United States Navy and who have earned the FMF Badge serving with Marines. U. S. Navy Chaplains must have been assigned permanent duty with Marine Corps Operating Forces and have completed the appropriate sections of the Personnel Qualification Standard and both of which must be noted on the DD Form 214. An award of the Fleet Marine Force Ribbon (FMF Ribbon) (1 Sep 1984-31 Dec 2005) or the Fleet Marine Force Qualified Officer (FMFQO) Insignia (1 Jan 2006-present) may serve as prima facie evidence of eligibility.

Note * - "Served Honorably" is determined by the last DD Form 214 or certificate of discharge that the applicant received. A General Discharge under Honorable Conditions is acceptable.

- b. Associate Membership — Those individuals not qualified for regular membership in the Marine Corps League who espouse the principles and purposes of the Marine Corps League as contained in its Congressional Charter may upon application to the Detachment be accepted for Associate membership. Associate members, upon acceptance, will pay dues in the same amount as prescribed for regular members, including initiation fees. A membership pin and membership card indicating "Associate Member" will be issued by National Headquarters. An Associate Member shall be entitled to the rights, privileges, and benefits of a regular member, however, such member shall not vote on a membership application, an election of Officers, or hold an elective office.
- c. Honorary Membership — The Detachment may issue Honorary Membership with discretion, as prescribed in the National Bylaws.
- d. Life Membership — Any member of the Marine Corps League, who is in good standing, may become a Life Member upon proper payment of fees as required in the National Bylaws. A Life Member shall be subject to payment of NO further dues to a Detachment, Department, or National Headquarters. Such member shall have all the privileges, rights and benefits enjoyed as a member, so long as the Member shall live. A Life Membership fee shall be paid in full to National Headquarters (through the Detachment Paymaster) with no discounts, no rebates, and no installment plan, whether such fee is paid by the individual or awarded by a Detachment. All Medal of Honor recipients who are members of the Marine Corps League shall be carried on the rolls as Paid Life Members.

Section 2. Membership Application

- a. Applications for membership shall be accepted and processed in accordance with the provisions set forth in the National MCL Bylaws (using the MCL application form, checking and verifying proof of service, signature of a sponsor, cash or check for the full amount required).
- b. Application for Associate membership — Individuals who are serving or have served in other branches of the Armed Forces of the United States must have served honorably.
- c. Individuals applying for Associate Membership must have reached the statutory minimum age for enlistment into the United States Marine Corps prior to being enrolled as an Associate Member.
- d. Applicants for membership must be approved by a majority of the members present and voting at a business meeting.

Section 3. — Membership Dues and Fees

- a. The payment of annual National membership dues entitles all members in good standing an automatic subscription to the Marine Corps League publication and enrollment privileges in any National Group Insurance Program that may be in effect.
- b. The MCL National Budget and Finance Committee recommends dues fees for approval of National Delegates assembled at a National Convention.
- c. The Detachment Board of Trustees shall present its suggested dues rate to the Detachment membership, following the National Convention or no later than the October regular meeting.
- d. The membership year and the dues for members paying annually shall expire on the 31st day of August of each year.
- e. Any member who owes money to the Detachment shall not be in good standing until the debt is repaid.

Section 4. Delinquent Member

- a. As indicated in the MCL National Bylaws, a member shall be identified as delinquent whenever the member's dues are not paid and transmitted on or before the membership expiration date as shown on the members card.
- b. Such member shall be retained in the delinquent status for a minimum of one year, during which time the member may erase this status by making payment of all dues in arrears and all dues current.
- c. If payment has not been made and recorded by the National office prior to the expiration date, the member's name will be stricken from National, Department and Detachment rosters.

Article VI — Subsidiaries and Subordinate Groups

MCL National Bylaws, Article X, shall be applied as needed by this Detachment.

Article VII — Grievance and Discipline

MCL National Bylaws, Administrative Procedures, Chapter Nine shall be applied as needed. All Grievance and Discipline procedures must be conducted in accordance with the regulations.

Article VIII — Amendments

Section 1.

These Detachment Bylaws may be amended or altered in whole or in part at any regular or special meeting of the Detachment by two-thirds vote of the membership present and voting, provided such action has been announced a minimum of twenty five (25) days prior to the date of the meeting.

Section 2.

Detachment Bylaws shall become effective upon approval of a two-thirds majority of the members of the Detachment present and voting, subject to approval of the Department Judge Advocate.

Article IX — Budget and Finance

Section 1.

- a. In March of each fiscal year the Detachment Commandant, with the concurrence of the Board of Trustees, shall name a Budget and Finance Committee and shall order the Committee to prepare and submit to the Detachment a proposed budget for the upcoming year.
- b. The Budget and Finance Committee shall submit the proposed budget to the Detachment at the April meeting.

Section 2.

- a. During the second quarter of the calendar year the Detachment Commandant, with the concurrence of the Board of Trustees, shall name an Audit Committee and shall charge the Committee to perform a comprehensive and thorough audit of the Detachment's financial situation.
- b. The Committee shall report the results of their findings to the membership not later than the July monthly meeting.

Section 3.

The Detachment Commandant shall have the power to request Emergency Funds up to \$100.00.

Section 4.

No member may spend more than \$150.00 from the treasury without prior permission of the Board of Trustees.

Section 5.

When cash is being collected in a fund-raising event,

- a. the cash will be placed in a locked box as it is collected,
- b. the cash will be counted by no less than two members at the conclusion of the day or of the event, and
- c. the cash will immediately be given to the Paymaster, or someone designated by him, for deposit into the Detachment's bank account.

Section 6.

- a. The Commandant, or the Board member designated to assume his/her role if the Commandant cannot attend, will be reimbursed for travel expense at the current published IRS rate for charity travel when such expense is incurred as the Detachment's representative to official, scheduled Department and Division meetings. A voucher with a map/program printout attached showing miles from home to meeting site and requesting expense payment shall be submitted to the Paymaster.
- b. With advance approval of the Board, the Commandant or the Board member designated to assume his/her role, if the Commandant cannot attend, may be reimbursed for hotel lodging expense, including taxes, up to the published meeting rate at the host hotel rate, when overnight stay is necessary. A voucher with hotel bill attached will be submitted to the Paymaster for reimbursement.

Article X — Recall

Section 1.

An appointed officer may be recalled by the Detachment Commandant for cause.

Section 2.

Any elected or appointed officer may be recalled at any regular or special meeting of the Detachment by two-thirds vote of the membership present and voting, provided such action has been announced a minimum of twenty-five (25) days prior to the date of the meeting.

Article XI — Marine of the Year

Section 1.

Two months prior to the Detachment's Annual Awards Program, the prior year Marine of the Year, or the next previous recipient, acting as Chairman, shall pick two previous MOY recipients to form a Marine of the Year Committee.

Section 2.

The committee members shall meet and nominate for the MOY award a number of Detachment members who are in good standing and have not previously received the award.

Section 3.

The committee shall then contact the prior recipients of the award, who are themselves in good standing, give them the names of the nominees, and ask if they wish to vote for one of them or another not yet nominated member.

Section 4.

The member receiving the most votes shall be named Marine of the Year.

Section 5.

In the event of a tie, the nominee or nominees with the least number of votes shall be dropped and the voting shall be repeated until a winner has been chosen.

Section 6.

The name of the winner shall not be announced until the award is presented, except that the Quartermaster shall be given the name in order that he can order a plaque and a Marine of the Year ribbon.

Article XII — Dissolution

Dissolution of the Detachment, if it occurs, shall be done in accordance with Article XII of the National Bylaws and Title 33 of the South Carolina Code of Laws.

Article XIII — Record Keeping

Minutes of all committee meetings and the contents of all reports to the Detachment files, to MCL Department, Division, or National offices, and to all government agencies, whether local, state, or Federal, shall be submitted to the Detachment Adjutant for recording in the Minutes.

These Amended Bylaws were unanimously approved by the members of Upstate Marines Detachment 1106 in attendance on 10 August 2024.



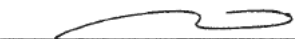
Detachment Commandant Julie Harper

10-Aug-2024
Date



Detachment Judge Advocate Buddy Ferguson

10 Aug 2024
Date



Department of SC Judge Advocate Jim Breen.

17 December 2024
Date

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**Required
Detachment 1106
Activities**

**The Nineteen Required Activities
of
MCL Detachment 1106**

Activity	Date or Frequency	Required by
1. Monthly Meetings	Monthly	Det. Bylaws Art. III Sec. 1
2. Board of Trustees Meetings	Quarterly	Det. Bylaws Art. III Sec. 7.a.
3. Commandant orders Budget and Finance Committee to prepare budget	In March	Det. Bylaws Art. IX Sec. 1.a.
4. Commandant instructs Jr. Vice to form Nominating Committee	Month of March	Det. Bylaws Art. IV Sec. 3.a.
5. Budget and Finance Committee submits budget to Detachment	At April meeting	Det. Bylaws Art. IX Sec. 1.b.
6. Triennial Certification of Ceremonial Rifles	Every three years in April (2018, 2021, 2024, etc.)	10 USC 4683 and October 15, 2009 email from US Army
7. Board of Trustees assigns an Audit Committee	Second calendar quarter (April, May, or June)	Det. Bylaws Art. IX Sec. 2.a.
8. Committee presents slate of officers	April Meeting	Det. Bylaws Art. IV Sec. 3.b.
9. Election of officers	April Meeting	Det. Bylaws Art. IV Sec. 3.d.
10. Report of Officer Installation	Within five days of installation	Det. Bylaws Art. IV Sec. 3.m.
11. End of Fiscal Year Distribution	End of Fiscal Year (June 30)	Det. Bylaws Art. II Sec. 4.

Detachment 1106 Required Activities

Activity	Date or Frequency	Required by
12. Audit Committee reports audit findings	Not later than July meeting	Det. Bylaws Art. IX Sec. 2.b.
13. File State of SC Annual Application for Registration Exemption	After end of fiscal year (June 30 th) but before October 15 th	South Carolina Solicitation of Charitable Funds Act; S.C. Code of Laws Title 33, Chapter 56
14. File Form 990 with the IRS	After end of fiscal year (June 30 th) but before November 15 th	As required by IRS rules.
15. Marine of the Year Committee meeting	At least two months prior to Annual Awards Banquet	Det. Bylaws Art. XI Sec. 1.a.
16. Life Member Audit	Use Quarterly Member Listing of 30 June from National and submit per Department Paymaster's instructions.	Section 7055 of 2023 Ed of MCL National Admin Procedures
17. Committee chooses Marine of the Year	On or before first Monday of month preceding Awards Banquet	Det. Bylaws Art. XI Sec. 6.b.
18. Trustees' presentation of suggested dues rate	Following National Convention or no later than October meeting	Det. Bylaws Art. V Sec. 3.c.
19. Marine Corps Birthday Message to be read	10th of November of every year	Marine Corps Order No. 47 (Series 1921)

Detachment 1106 Required Activities

Activity	Date or Frequency	Required by
20. Recordkeeping	Record, maintain, and produce business records	South Carolina Code of Laws, Title 33 Chapter 31 Article 16

Updated 03/09/2025

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**Detachment 1106
Officer Positions and
Typical Duties**



**Marine Corps League
Upstate Marines Detachment 1106
Officers**



Julie Harper
Commandant
julesumski
@hotmail.com



Jacquie Myers
Sr. Vice Cmdt.
faithrestorationclmson
@gmail.com



Steve Graham
Jr. Vice Cmdt.
yatyas@bellsouth.net



Buddy Ferguson
Judge Advocate
buddyf22@gmail.com



Hadji Harper
Jr. Past Commandant
hadjiharper@gmail.com



Jeremiah Palmer
Chaplain
jeremiahepalmer
@gmail.com



Lloyd Cornelius
Adjutant and
Paymaster
corn9@msn.com



Roger Briggs
Quartermaster
rogerbriggs
@bellsouth.net



Jerry Munn
Sgt at Arms
munngerald888
@gmail.com



Steve Martin
Web Sergeant
stevedm43@gmail.com

03/30/2025

Typical Duties

Board of Trustees

The government and management of the Detachment are entrusted to the Board of Trustees. The Board of Trustees is made up of the Commandant, Senior Vice Commandant, Junior Vice Commandant, Judge Advocate, and Junior Past Commandant. The Board meets quarterly, or more frequently, to conduct the business of the Detachment.

Commandant

The Commandant conducts all meetings, appoints members to committees and appointed officer positions, and serves as ex-officio member of all committees.

Senior Vice Commandant

The Senior Vice conducts meetings in the absence of the Commandant.

Junior Vice Commandant

The Junior Vice assumes the duties of the Commandant if both he and the Senior Vice are absent. He is responsible for the entertainment and social events of the Detachment. And he serves as the Chairman of the Membership Committee.

Junior Past Commandant

The Junior Past Commandant is the Chairperson of the Nominating Committee and supervises the election of Officers. He also serves as the Assistant Chairperson of the Membership Committee.

Judge Advocate

The Judge Advocate is the adviser on all legal matters be they government rules and regulations or MCL bylaws. He is the Chairman of the Bylaws Committee.

Adjutant

The Adjutant is the secretary for the Detachment. He or she records the minutes of all meetings, publishes them, and archives them. These activities are required by MCL rules and South Carolina Codes of Laws for nonprofit corporations. The Adjutant also keeps up-to-date membership records, i.e., a roster, and gives a membership report to the Detachment when requested. The Adjutant sends officer installation reports (*Report of Officer Installation*) to the Department after the annual election of officers and when new officers move into a position. Forms are available on the Department website or in the Detachment archives.

Paymaster

The Paymaster is the Detachment's treasurer. He has charge of all Detachment funds. He deposits incoming monies, writes checks when necessary and gets a second signature as required by the bylaws. He keeps financial records and makes a monthly financial report to the Detachment. He serves as a member of the Budget and Finance Committee and the Audit Committee. He is responsible for seeing that the required annual financial report is made to the IRS. A Paymaster Manual is available on the Department website.

Chaplain

Primarily the Chaplain is charged with the spiritual welfare of the members and will offer divine but non-sectarian services in the event of dedications, funerals, public functions, meetings, et cetera. He is obligated to prepare Death Notices in the event of the death of a Detachment member.

Sergeant at Arms

The Sergeant at Arms is responsible for the proper arrangement of the meeting area such as the placement of the Colors, Charter and the Bible. He assists the Detachment Commandant in keeping order at all meetings. He controls who is admitted at meetings of the Detachment.

Service Officer

The Service Officer is responsible for bringing to the attention of members and their dependents the rights and benefits granted to them by law. He serves as the Chairperson of the Veterans Affairs and Rehabilitation or Service Committee.

Honor Guard Captain and Honor Guard Property Custodian

The Honor Guard Captain and Honor Guard Property Custodian is in charge of recruiting and training Honor Guard members and scheduling their activities. He has custody and care of the Ceremonial Rifles, the parade float, and other property.

Marine for Life Officer

The Marine for Life (M4L) Officer helps connect transitioning Marines and their family members to education resources, employment opportunities, and other Veterans services that aid in their career and life goals outside of military service.

Quartermaster

The primary duties of the Quartermaster are to aid members in locating and obtaining uniform items.

Web Sergeant

The Web Sergeant maintains the Detachment's web page. The purposes of the web page are:

- 1 – To provide Detachment members with the date, time and place of the Detachment's meetings and other activities.
- 2 – To keep the Detachment's members updated on Detachment activities.
- 3 – To serve as a recruiting tool.

Additional Information

All officers may be called upon to perform additional duties assigned by the Board of Trustees. Also, it is not unusual for the officers to assist one another with their duties: On occasion the Paymaster prepares and files Death Notices for the Chaplain. And the current Web Sergeant assists the Paymaster by preparing and filing the annual IRS Form 990-N.

04/17/2023

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Manuals

Manuals

MCL Guidebook for Detachment Officers

See the 125-page *MCL Guidebook for Detachment Officers*, It contains everything you might want to know about starting and operating a Marine Corps League Detachment.

MCL Ritual Manual

The 42-page *MCL Ritual Manual* provides scripts for the various Marine Corps League ceremonies.

Access to Manuals Online

These manuals and others are available on MCL National's Library at <https://www.mcleaguelibrary.org/> .

09/12/2019

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**Detachment 1106
Roster**

MARINE CORPS LEAGUE DETACHMENT 1106 ROSTER

Last_Name	Note	Name	Address	City	St	Zip	Phone	Other_Phone	Email
Anderson	L	Thomas S Anderson	1538 Circle Rd	Easley	SC	29642-8223	864-220-0901		andersontom946@gmail.com
Arnold	L	James A (Jim) Arnold	108 Pisgah Rd	Easley	SC	29642-9596	864-306-9516	864-884-4991	injamold@charter.net
Barkley	L	Tom F Barkley	130 Creek Rd	Fair Play	SC	29643-3011	864-287-0132		
Binninger	L	Michael J Binninger	PO Box 1063	Starr	SC	29684-1063	864-352-2876	864-221-6374	mgbinninger@yahoo.com
Briggs	L	Roger L Briggs	107 Green Chase E	Anderson	SC	29621-4279	864-375-1700		rogerbriggs@bellsouth.net
Bright	L	Walter Steven (Boomer) Bright	945 Brick Mill Rd	Honea Path	SC	29654-9151	864-221-3776		boomiebright@icloud.com
Budhas	L	Robert F (Bob) Budhas	101 S Forty Rd	Piedmont	SC	29673-8658	864-845-1078		EdnaGarrettB1957@yahoo.com
Burdette	L	Thomas A (Tom) Burdette	118 Edney Rd	Belton	SC	29627-9550		864-940-2384	leatherneck@bellsouth.net
Burks	L	Robert M Burks Jr	180 Tarragon Dr	Fayetteville	GA	30215-6517			
Carter	L	LeNard B Carter	520 Kay St	Belton	SC	29627-2322	864-276-6559		highlandtown2@gmail.com
Copeland	L	Michael E (Mike) Copeland	18 River Drive Ext	Williamston	SC	29697-9566	864-847-4527		mecope@bellsouth.net
Cornelius	L	Lloyd S Cornelius	3105 Shady Grove Rd	Honea Path	SC	29654-9544	864-314-1258		corn9@msn.com
Davis	L	Robert L Davis	703 Winston Dr	Anderson	SC	29624-3834	864-209-6276		RobertDavis123@gmail.com
DenHartog	L	Jonathan H DenHartog	128 Baybrooke Ln	Anderson	SC	29621-3682	864-934-8663		identhart65@gmail.com
Ferguson	L	Robert A (Buddy) Ferguson Jr	311 Woodfield Rd	Belton	SC	29627-1644	864-338-6210	864-221-7701	buddyf22@gmail.com
Graham	L	Stephen K (Steve) Graham	141 Bradley Park	Anderson	SC	29621-1995		864-940-1526	yatyas@bellsouth.net
Grindstaff	L	Roy L Grindstaff	PO Box 182	Iva	SC	29655-0182	864-348-3911	864-642-5138	grinder50@msn.com
Harper	L	Hadji Harper	17 Steeds Glen Rd	Piedmont	SC	29673-5626	864-245-5658		hadjiharper@gmail.com
Harper	L	Julie Harper	17 Steeds Glen Rd	Piedmont	SC	29673-5626	864-245-5659		julesusmcski@hotmail.com
Hendershot	L	Brad Hendershot	502A Hwy 29 Byp N	Anderson	SC	29621-6611	864-741-7819		bwhendersh456@gmail.com
Humphrey	L	Harry J Humphrey	512 W Hampton St	Anderson	SC	29624-2622	864-245-1145		HBHumphrey@gmail.com
Joyce	L	Terrance (Terry) Joyce	203 Harborough Rd	Anderson	SC	29625-5221	864-224-7181		t_ljoyce@att.net
Kelly	A	Charise Kelly	416 Belton Dr Apt C6	Williamson	SC	29697-1758	727-645-7191		leannekelly1@gmail.com
Kelley	L	Richard Kelley	62 Wall St	Iva	SC	29655-8110	864-348-3115		kellyrb62@yahoo.com
Lewallen	L	Kenneth O (Ken) Lewallen Sr	123 Foxcroft Way	Anderson	SC	29621-2547	864-224-6872		KennethLewallen@charter.net

A = Associate Member L = Life Member

MARINE CORPS LEAGUE DETACHMENT 1106 ROSTER

Last_Name	Note	Name	Address	City	St	Zip	Phone	Other_Phone	Email
McGee		April M McGee	245 Wentzky Cir	Anderson	SC	29621-1018	864-933-9287		aprilmcgee74@gmail.com
Martin	L	Steven D (Steve) Martin	501 Shore Line Dr	Anderson	SC	29626-5328	864-225-3211	864-419-2832	stevedm43@gmail.com
Miller		Landaris S Miller	811 Salem St	Anderson	SC	29624-1731	864-342-0579		landarismiller80@gmail.com
Moorhead		Charles B (Bruce) Moorhead	1008 Shennandoah Dr	Anderson	SC	29625-5828	864-225-7573	864-933-5053	moorheadb@bellsouth.net
Moran	L	Thomas P (Tom) Moran	101 Mountain View Ct	Pelzer	SC	29669-9073	864-225-8427		mungerald888@gmail.com
Munn	L	Gerald J (Jerry) Munn	404 Dixie Dr	Anderson	SC	29624-3720	443-324-2260		mttmuth@yahoo.com
Muth	L	Matthew T Muth	709 James Rd	Easley	SC	29642-9364	864-419-9228		
Myers	L	Jacquie A Myers	95 Brookwood Dr	Clemson	SC	29631-2330	410-916-3801		
Myers	A	Oliver J Myers	95 Brookwood Dr	Clemson	SC	29631-2330	410-916-3800		omyers@clmson.edu
Owens	L	Shirley M Owens	912 Concord Ave	Anderson	SC	29621-1908	864-328-9673		owens.shirley1@gmail.com
Palmer	L	Jeremiah E Palmer	214 Brook Forest Dr	Anderson	SC	29621-7204	864-231-9290	864-958-0300	jeremiahpalmer32@gmail.com
Simmons	A	Tonya Y Simmons	2400 Bellhaven Rd	Anderson	SC	29621-6966	864-634-5727		tonyasimmons@yahoo.com
Teater		Norman D Teater	560 Mize Rd	Belton	SC	29627-8248		864-359-4872	twoteaters@gmail.com
Trapnell		Niles A (Nick) Trapnell	601 Ann St	St Marys	GA	31558-8632	864-634-5248		ntrap50@yahoo.com
Vargo		Herman C Vargo	1005 Carlisle Pl	Anderson	SC	29621-3684	864-314-8259		
Walters	L	Joe A Walters	1812 Lynn Ave	Anderson	SC	29621-2050	864-933-3383		sarcio123@gmail.com
Williamson		James L (Larry) Williamson	125 Baker Rd	Belton	SC	29627-9139	864-221-4936		JamesWilliamson2308@gmail.com

11/04/2024

Number of members = 42

Number of Paid Life Members = 29

A = Associate Member L = Life Member

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Portrait Pictures



**Marine Corps League
Upstate Marines Detachment 1106
Member Portraits**



Thomas Anderson



Jim Arnold



Tom Barkley



Mike Binninger



Roger Briggs



Boomer Bright



Bob Budihis



Tommy Burdette



Bob Burks



LeNard Carter



Mike Copeland



Lloyd Cornelius



Robert Davis



**Jonathon
DenHartog**



Buddy Ferguson



Steve Graham



Roy Grindstaff



Hadji Harper



Julie Harper



Brad Hendershot



Harry Humphrey



Terry Joyce



Charise Kelly



Richard Kelley



Ken Lewallen



April McGee



Steve Martin



Landaris Miller



Thomas Moran



Jerry Munn



Bruce Moorhead



Matt Muth



Jacquie Myers



Oliver Myers



Shirley Owens



Jeremiah Palmer



Tonya Simmons



Norm Teater



Niles Trapnell



Herman Varga



Joe Walters



Larry Williamson

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Afterword

Afterword

Background

At the March 9, 2019, business meeting, outgoing MCL Detachment 1106 Commandant Matt Muth stated that the Detachment needed a "Membership Package" of reference materials for current and new members. This document has been prepared in response to Matt's suggestion.

The package has been kept small by condensing as much information as possible and using links to materials on the Detachment's internet website.

Outlook for the future

Hopefully the manual will be updated occasionally by the current Adjutant or Web Sergeant. The collection is merely a bunch of ODT files that have been saved as PDFs and combined into one document.

Sections which have been updated will have the modification date shown at the bottom of the last page in the section.

Respectfully submitted,

Steve Martin

MCL Upstate Marines Detachment 1106
stevedm43@gmail.com
Originally prepared on May 19, 2019

Name changed from *Membership Package* to *Membership Reference Manual* on 07/21/2024 to better recognize the purpose of the document.

Steve Martin

07/21/2024