

**BY-LAWS  
of the  
Indiantown Gap National Cemetery  
Memorial Council, Inc.**

**(IGNCMC, Inc.)**

Approved June 18, 2011  
Amended January 9, 2021

**ARTICLE I – IDENTIFICATION**

**Section 1** – The organization existing under these By-Laws is to be known as the Indiantown Gap National Cemetery Memorial Council, Inc., a Pennsylvania non-profit corporation, herein referred to as “the Council” or “Council” or “IGNCMC, Inc.”

**Section 2** – The location of the headquarters of the Council shall be the home address of the Treasurer unless otherwise determined by the Executive Board.

- A. The official postal mailing address of the Council shall be:  
P.O. Box 58, Annville, PA 17003.

**Section 3** – The operating/reporting fiscal year of the Council shall be the twelve (12) consecutive months from July 1 to June 30.

**Section 4** – Governmental Approvals and Identification Numbers:

- A. The Council’s Articles of Incorporation were approved by the Corporation Bureau, Department of State, Commonwealth of Pennsylvania on June 28, 2011 and amended June 22, 2019.
- B. The Council’s Entity Number 4040643 was assigned by the Corporation Bureau, Department of State, Commonwealth of Pennsylvania on June 28, 2011.
- C. The Council’s Employer Identification Number 80-0233389 was assigned by the Internal Revenue Service, Department of the Treasury on August 13, 2008.
- D. The Council’s Federal Income Tax Exempt Status (501(c)(3)) and the Public Charity Status (170(b)(1)(a)(vi)) was assigned by the Internal Revenue Service, Department of the Treasury on October 31, 2012.
- E. The Council’s Commonwealth of Pennsylvania State Sales Tax Exemption Number 75623037 was assigned on November 27, 2019.
- F. The Council’s Annual Commonwealth of Pennsylvania Charity Solicitation License Number is 112508 and is renewed each year on May 14th.

**Section 5** – Required Records:

- A. As a corporation, the Council shall keep:
1. An original or duplicate record of the proceedings of the Board of Directors and the members, otherwise known as “the Minutes”;
  2. The original or a copy of the Council’s By-Laws, including all approved amendments thereto to date, certified by the Secretary of the Council;
    - a. The Council’s Membership Register (Roster) shall list the names of the members with their respective residential addresses and other contact information.
  3. The appropriate, complete, and accurate books or records of account relating to the Treasury of the Council shall be kept at either the registered headquarters of the Council or at its principal place of business wherever situated.

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**ARTICLE II – PURPOSE**

The purpose of this incorporated organization is, through the traditions of God and Country, to support the Indiantown Gap National Cemetery and other cemeteries or portions thereof under its jurisdiction and to associate ourselves together on special occasions to honor our living veterans and to pay tribute to the memory of our military comrades and their eligible family members whose mortal remains have been interred to their final resting place on the hallowed grounds of the Indiantown Gap National Cemetery and the other cemeteries or portions thereof under its jurisdiction, how and where permitted.

**ARTICLE III – MEMBERSHIP**

**Section 1** – The only classification of membership is “Life Member” and a person qualifying for membership shall become a Life Member, hereinafter referred to as “Member,” upon receipt of a one-time payment of the Life Membership dues in an amount determined by the Council.

**Section 2** – To be qualified for membership, a person:

- A. Agrees to participate as a volunteer.
- B. Is a citizen of the United States of America.
- C. Is eighteen (18) years of age or older on the day their membership is accepted by the Council.
  1. The age requirement does not apply to active duty or reservist members of the United States military services.
- D. Is of honorable character.

**Section 3** – Membership may be revoked upon discovery of any disqualifying eligibility condition though there will be no refund or other consideration offered or made for dues paid.

**Section 4** – Any member may voluntarily revoke their membership without cause at any time, with or without notice to the Council, though there will be no refund or other consideration offered or made for dues paid.

**Section 5** – The Executive Board is the sole authority to revoke membership for cause and once revoked, there will be no refund or other consideration offered or made for any dues paid.

**Section 6** – Members shall furnish the Council with their postal mailing address for mailing and administrative purposes and shall accept the sole responsibility of keeping such address current in the event of a change. Members may also furnish telephone numbers and email addresses as they deem fit.

**Section 7** – Occasional Volunteers are not members of the Council.

- A. An Occasional Volunteer is a person who sometimes assists the Council with work projects and programs and who’s volunteer hours are usually recorded by the Council.
- B. The offer to become a “Life Member” can be made to these Occasional Volunteers but they are under no obligation to become a member of the Council.
- C. Occasional Volunteers may provide contact information to receive Council broadcasts.

**ARTICLE IV – OFFICERS and DUTIES**

**Section 1** – The Council’s President, the Vice President, the Secretary and the Treasurer shall be elected by a majority vote at the Annual Meeting and will serve a term of one (1) year.

- A. Incumbents and former officers may seek re-election, as there are neither term limits nor restrictions on disconnected terms served.
- B. Vacancies shall be filled in accordance with the provisions of these By-Laws.
- C. The former administrators of the Treasury will retain their authorization to access the Treasury with the financial institution of record until the newly elected Treasurer and the other designated administrators of the Treasury have completed the credentialing requirements with the financial institution of record.
  1. As the credentialing process with the financial institution of record has been completed for each credentialed position, the President shall have the former administrator’s credentials withdrawn from the financial institution’s authorization records and those members duly notified of such action.

**Section 2** – Council President – an elected officer:

The Council President shall:

- A. Preside at all meetings of the Council.
- B. Appoint officers and committee chairs and members not otherwise herein provided for.
- C. Be an authorized administrator to the Treasury with the authority to perform the duties of the Council Treasurer in the absence of the Council Treasurer and Assistant Treasurer.

**Section 3** – Council Vice-President – an elected officer:

The Council Vice-President shall:

- A. Assist the President in preserving and maintaining order at all meetings of the Council.
- B. Preside at the meetings in the absence of the President.
- C. Be an authorized administrator to the Treasury with the authority to perform the duties of the Council Treasurer in the absence of the Council Treasurer, Assistant Treasurer and the President.
- D. Perform any other duties as directed by the President.

**Section 4** – Council Secretary – an elected officer:

The Council Secretary shall:

- A. Preside at the meetings in the absence of the President and the Vice President.
- B. Record by hand or by apparatus the proceedings of the meetings and prepare a transcript to be printed as the Minutes for general distribution and inclusion at the next meeting of the Council.
- C. Maintain a permanent file to store the official Minutes and attachments.
- D. Be in possession of the latest revision of the Council By-Laws.
- E. Maintain a file of received and copies of sent correspondence.
- F. Have a roster of members from the Membership Committee.
- G. Perform any other duties as directed by the Council President.

**Section 5** – Council Treasurer – an elected officer:

The Council Treasurer shall:

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- A. Preside at the meetings in the absence of the President, the Vice President, and the Secretary.
- B. Take charge of all finances of the Council and assure that they are secure and otherwise deposited in an account in a State or Federally chartered banking institution approved by the Council.
- C. Issue a Treasurer's report at the scheduled Regular Monthly Meeting indicating the status of all Council financial accounts, fiduciary interests and trusts.
- D. Sign all checks disbursing monies of the Council only after the Council has authorized payment of same.
- E. Maintain an accurate record of all receipts and disbursements in a manner beneficial to the needs of the Council and to report any discrepancies or suspected abuse of funds to the Council President and/or the Council Trustees upon discovery.
- F. Receive and maintain all securities, vouchers and any such properties as may pertain to the office of Treasurer.
- G. Make available all records pertaining to the office of Treasurer to the Trustees for the purpose of an annual audit.
- H. The Treasurer shall file the Federal Tax Return documentation as needed and shall report to Council when the filing is completed.
- I. Perform any other duties as directed by the Council President.

**Section 6** – Trustee – an appointed officer:

A Trustee is the immediate past President of Council or a Member appointed by the President to fill a vacant Trustee position. The Trustees shall:

- A. Audit the financial records of the Treasury and present a written report of their findings to the Executive Board after the Annual Meeting of the Council and at any other meeting as directed by the Executive Board.
- B. Be charged with the responsibility of all property solely owned by the Council and for its proper use, storage, inventory, care, and maintenance.
- C. Review and verify the Council's Federal Tax Return was filed as needed.
- D. Perform any other duties as directed by the Council President.

**Section 7** – Council Assistant Secretary – an appointed officer:

The Council Assistant Secretary shall:

- A. Maintain close liaison with the Council Secretary and perform the duties of the Council Secretary in the absence of the Council Secretary.
- B. Perform any other duties as directed by the Council President.

**Section 8** – Council Assistant Treasurer – an appointed officer:

The Council Assistant Treasurer shall:

- A. Be an authorized administrator to the Treasury with the authority to perform the duties of the Council Treasurer in the absence of the Council Treasurer.
- B. Perform any other duties as directed by the Council President.

**Section 9** – Council Chaplain – an appointed officer:

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The Council Chaplain may or may not be a Clergy person, but should be a person capable of moral and intellectual leadership who would provide dignity and respect to this office. The Council Chaplain shall:

- A. Maintain close liaison with the Council President and other officers of the Council and National Cemetery Director.
- B. Preside as Council Chaplain of the Council offering the Invocation and Benediction at all meetings.
- C. As moral leader, assist in the observance of patriotic celebration, funeral services and dedication ceremonies.
- D. Perform any other duties as directed by the Council President.

**Section 10** – Historian – an appointed officer:

The Council Historian shall:

- A. Maintain in chronological order all historical records of the Council including but not limited to news releases.
- B. Perform any other duties as directed by the Council President.

**ARTICLE V – COUNCIL BOARDS**

**Section 1** – The Executive Board shall consist of the elected officers less the Trustees and shall have executive powers between meetings to operate the Council as necessary and authorized by corporate law and as outlined in these By-Laws.

**Section 2** – The Board of Trustees shall be composed of three (3) members:

Senior Trustee  
Second Trustee  
Third Trustee

- A. At the installation of a new Council President at the Annual Meeting,
  - 1. The unseated immediate former President becomes the Third Trustee.
  - 2. The sitting Third Trustee becomes the Second Trustee.
  - 3. The sitting Second Trustee becomes the Senior Trustee.
  - 4. The sitting Senior Trustee relinquishes the position of Trustee and holds no seat on the Board of Trustees.
- B. The Senior Trustee shall preside as the Chair of the Board of Trustees.
- C. The Trustees shall retain their position should there be no change in the status of the office of Council President.
- D. Vacancies shall otherwise be filled in accordance with the provisions of these By-Laws.

**Section 3** – The Board of Directors is comprised exclusively of the members of the Executive Board, the Board of Trustees, and the National Cemetery Director (Ex-officio) or the National Cemetery Employee designated as the authorized representative.

**Section 4** – The National Cemetery Director is an ex-officio member of the Council by virtue of his employment with the U.S. Department of Veterans Affairs. The Director has all rights as a

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member of the Council, may be advisor to Council or to any Committee, but may not hold any elected or appointed office of the Council, nor be a member of any Committee.

**ARTICLE VI - COUNCIL COMMITTEES**

**Section 1** – The Council President, upon taking office at the Annual Meeting, shall appoint Chairs to the following Committees:

By-Laws Committee  
Fundraising Committee  
Honor Guard Building Committee  
Legislative Committee  
Membership Committee  
Nominating Committee  
Program: Avenue of Flags Program Committee  
Program: Memorial Day Program Committee  
Program: Veterans Day Program Committee  
Program: Candlelight Services Program Committee  
Publicity Committee  
Special Committee(s)

**Section 2** – No Committee shall have an independent Treasury.

**Section 3** – The specified number of members on a committee may be increased at the discretion of the Council President but not decreased without approval of the Executive Board.

**Section 4** – The Council By-Laws Committee shall be charged with composing, revising, and presenting to Council for their consideration a By-Law proposal written for the purpose by which the Council has been organized.

- A. They shall meet at the call of the Council President or the By-Laws Committee Chair to consider the adequacy of the current By-Laws and for the drafting of any change proposals it deems necessary for presentation to the Council in accordance with Article XI, as found in these By-Laws.

**Section 5** – The Council Fundraising Committee shall be charged with composing, revising and administering the fundraising policy; to present fundraising project proposals at the Annual Meeting and/or at any other meeting during the course of the fiscal year; to devise and put into effect methods for increasing the financial resources of the Council for the execution of specified goals.

- A. The Council Treasurer and/or the Council Assistant Treasurer may be the Committee chair of the Fundraising Committee by virtue of that office.

**Section 6** – The Honor Guard Building Committee shall keep the Council informed of pertinent issues affecting the Honor Guard Units.

- A. Issues relating to the physical aspects of the Honor Guard Building are to be directed to the National Cemetery Director and/or the Administration Staff.

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**Section 7** – The Legislative Committee shall keep the Council informed of pertinent national and state legislation affecting the National Cemeteries in general and of this cemetery.

- A. This Committee shall initiate appropriate action in support of the Council position when requested to do so by Council.

**Section 8** – The Membership Committee shall have charge of matters pertaining to the membership of the Council including the recruiting of new members, encourage participation of the inactive members, recommending the revocation of a current member for cause and the verification of eligibility of Council members for election or appointment.

**Section 9** – The Nominating Committee shall present to the Council, at least one (1) monthly meeting in advance of the Annual Meeting, a slate of eligible nominees for the elected offices to be voted upon at the Annual Meeting.

- A. Any Member may self-nominate or be nominated by another Member for any position.

**Section 10** – The Program Committees shall be charged with the overall responsibility of executing the public event programs sponsored by the Council in cooperation with the National Cemetery Director:

- A. The Council Event Program Committees are, but not limited to:
1. Avenue of Flags Program Committee
  2. Memorial Day Program Committee
  3. Veterans Day Program Committee
  4. Candlelight Services Program Committee
- B. The Committee, as the producer of the Event, shall plan all aspects of the Event and ensure the Event participants are engaged; the Event program playbill and any brochures or flyers have been printed and are readily available; the publicity news release has been distributed; the traffic and parking issues are addressed and controlled; and all other details under control of the Committee have been arranged and the members of the Event Program Committee, if available, attend their Committee's Council sponsored event.

**Section 11** – The Publicity Committee shall be charged with the responsibility of the promotion of public support of the Cemetery and for all the Council programs by establishing contact with the media, the local Military Post, the Department, State and National Veterans organizations, and other military or civilian organizations or entities as deemed fitting for the purpose by the creation of publicity letters, news releases, telephone calls, and whatever else may be required.

**Section 12** – The classification of Special Committee is utilized to describe a committee appointed by the President or the Executive Board for a special purpose and disbanded by the President or the Executive Board when the purpose of the committee has been fulfilled.

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**ARTICLE VII – NOMINATIONS, ELECTIONS and VOTING**

**Section 1** – Nominations:

- A. The Nominating Committee shall present a list of eligible members to be nominated for elected offices.
- B. A Member shall meet all requirements contained in these By-Laws that govern eligibility before Council will accept the nomination.
- C. Nominations from the floor for each of the elected offices may be made after the Nominating Committee has presented its list of nominations at the regularly scheduled meeting prior to the Annual Meeting or at the Annual Meeting and prior to the elections.
- D. A qualified member may be nominated for more than one (1) Executive Board office but may only hold one (1) Executive Board office.
  1. In the event a single nominee receives the majority of the votes for two or more Executive Board Offices, the nominee must choose which office to serve before the close of business at that meeting.
  2. Upon that decision, each second place candidate for the Executive Board Office election attains the office not selected by the original winner of the election.
  3. An Executive Board officer may hold any number of appointed offices but may only hold one elected office on the Executive Board.
  4. Exception to the rule: In the event a Treasurer is not elected, or has otherwise vacated the office, the Council Secretary may be assigned by the majority vote of the Executive Board to hold the position of Secretary/Treasurer until the end of the term of the office or when a new Treasurer is duly elected, whichever comes first.
    - a. The Secretary/Treasurer has only one vote in all business matters.
- E. No action is taken by the Council solely on the report of the Nominating Committee or a nomination from the floor.

**Section 2** – Elections:

The election of the Executive Board shall be at the Annual Meeting and officers are determined by a majority vote of the Council members present.

**Section 3** – Voting:

The Council determines by motion if the vote is by voice, hand, or ballot.

- A. A Member has one (1) vote, regardless of their position on Council.
- B. A Member's vote must be made in person at the meeting.
- C. Proxy or delegated votes are prohibited.

**ARTICLE VIII – ATTENDANCE and VACANCIES**

**Section 1** – Attendance: Each Member of the Council, regardless of position, is expected to attend every regularly scheduled meeting and the Annual Meeting to the best of their ability.

- A. Members of Council with Officer or Chair positions are to notify the President of their expected absence from the next regularly scheduled meeting or Annual Meeting.

**Section 2** – Vacancies: A vacancy occurs when the Officer or Chair or Member assigned to an office or a committee fails to attend three (3) consecutive regularly scheduled meetings, even if one of those meetings is the Annual Meeting.

- A. In the event the Council President for any reason intentionally or by circumstances vacates the office of Council President, the Vice-President shall become the Council President.
- B. In the event any other elected officer for any reason intentionally or by circumstances vacates their office, the Council President shall make and/or seek nominations from the members for any otherwise qualified member to be voted upon to fulfill the elected office vacancy until the Annual Meeting.
- C. In the event of a vacancy of a Trustee of the Board of Trustees, the vacated position shall be filled by the next junior Trustee and the Council President shall appoint a qualified member to fill any remaining vacant Trustee position.
- D. In the event of a vacancy of any appointed Officer, any Committee Chair or Committee Member, the Council President shall appoint any otherwise qualified Council member to fulfill such vacancy until the Annual Meeting.

### **ARTICLE IX – MEETINGS**

**Section 1** – There are four (4) classes of Meetings of the Council:

- A. Annual Meeting of the Council
- B. Regularly Scheduled Meeting of the Council
- C. Special Meeting of the Council
- D. Workshop Meeting of Members of the Council

**Section 2** – Meetings will be conducted at a location or in a format chosen by the Executive Board. All meetings via conference call, video meetings, or similar devices will allow for participants in the meeting to hear each other. All actions will be properly documented.

**Section 3** – The *Annual Meeting of the Council* shall be held each year on the second Saturday of June at the official headquarters of The Council or at a location determined by the Executive Board, starting promptly at 0930 (9:30 a.m.), prevailing time during which may be transacted any such business as may be properly brought before it and at which time:

- A. Under New Business, after the last order of routine business, there will be a call for the final nominations of members to be placed on the election ballot, the closing of the nominations and then the election of Council Officers of the Executive Board with the results announced directly.
- B. The immediate installation of the Executive Board properly elected by majority vote.
- C. The installation by the President of Appointed Officers, Committee Chairs, the reassignment of the Council Trustees, as needed, and others not otherwise herein provided for their Council positions.
- D. In the event of an emergency that restricts or prohibits the convening of the Annual Meeting, the Board of Directors, Committee Chairmen, and members of committees shall remain in their office until such time and place as can be determined to convene the Annual Meeting.

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**Section 4** – The Regularly Scheduled Meeting of the Council shall be held on the second Saturday of each month, following the Annual Meeting, unless cancelled or changed by the Executive Board or by a majority vote of the Council.

- A. The Regularly Scheduled Meeting usually shall be held at the official headquarters of the Council starting promptly at 0930 (9:30am) prevailing time during which may be transacted any such business as may be properly brought before it.
- B. In the event of an emergency that restricts or prohibits the convening of any Regularly Scheduled Meeting, the Board of Directors, Committee Chairmen and members of committees shall remain in their office until such time and a place can be determined to convene the next Regularly Scheduled Meeting.

**Section 5** – The Council President or a majority of the remainder of the Executive Board shall have the power to call a Special Meeting of the Council at any time.

- A. Every member of the Board of Directors must be notified at least twenty-four (24) hours prior to the start of the Special Meeting.
- B. A waiver of the prior notification is granted if it is determined Council action is needed due to an emergency or dire circumstance.
- C. Members are allowed to attend Special Meetings, and advance notice to the general membership, though not required, should be attempted.
- D. Advance notification methods and the results and all business tended during a Special Meeting will be documented and the Minutes of the Special Meeting presented at the next regularly scheduled meeting or the Annual Meeting, whichever comes first.
- E. The Special Meeting may be held at a location other than the official headquarters of the Council and may have a starting time at the discretion of the Council President or the senior elected officer when the President is not available, during which may be transacted only the specific business for which the Special Meeting was called.

**Section 6** – The Workshop Meeting of Members of the Council is any scheduled or unscheduled meeting that fails to have a quorum present to conduct the business of Council.

**ARTICLE X – QUORUM**

**Section 1** – A quorum to conduct the business of an official meeting shall consist of at least five (5) members of the Council, one of which must be a member of the Executive Board.

**Section 2** – A Workshop Meeting of Members of the Council may be held in place of an Annual Meeting, a Regularly Scheduled Meeting or at a Special Meeting when a quorum is not met.

- A. Discussions may be held regarding current issues, but no motions may be made and no voting may occur during a Workshop Meeting.
- B. All business tended during a Workshop Meeting will be documented and the Minutes presented at the next regularly scheduled meeting.
- C. All business of a scheduled Annual Meeting that fails to have a quorum will, by the authority of these By-Laws, be tabled until the next regularly scheduled meeting that presents a quorum.

**ARTICLE XI – AMENDMENTS**

**Section 1** – Any amendments must be presented in writing to the Executive Board at least fifteen (15) days prior to a meeting to allow the Executive Board time to review and present the proposed amendments at the next meeting.

- A. These By-Laws may be amended at any meeting having a quorum by a majority vote of the members attending such meeting.
- B. All amendments adopted at any such meeting shall take effect immediately after such meeting unless otherwise stipulated.

**Section 2** – When a new revision of the By-Laws is approved, a copy of those By-Laws will be filed by the Council Secretary.

**Section 3** – In the event the By-Laws need to be amended due to a conflict or complication of any governmental legality or other such legal factors detrimental to the function and purpose of the Council, the President or the Executive Board by majority vote if the President is unavailable, shall call a Special Meeting of Council to present to the Council the amended By-Laws for consideration and to be voted upon at that meeting.

- A. The Fifteen (15) Day Advance Notice of Amendment to the By-Laws will be suspended for the sake of expediency.
- B. Only the issues of the By-Laws may be voted upon.
- C. No Unfinished Business, Tabled Questions or New Business not related directly to the issue of the By-Laws and the revision or amendments thereof shall be voted upon.

**ARTICLE XII – RULES OF ORDER**

All proceedings of the Council shall be conducted under and pursuant to *Roberts Rules of Order Newly Revised* (current edition), except as may herein be otherwise provided.

- A. The Parliamentarian, if appointed, may have a Council owned edition of *Roberts Rules of Order Newly Revised* (current edition).
- B. Council shall effectively provide the latest edition as needed.

**ARTICLE XIII – LIABILITIES**

No member of the Council shall incur or cause to be incurred any liability or obligation that shall be subject to liability to/from any subdivision, group of men, group of women, members of accredited veterans organizations or other individuals, entities, corporations or organizations.

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**ARTICLE XIV – DISTRIBUTION**

**Section 1** – The Original By-Laws and all subsequent amended revisions will be kept readily available at a location determined by the Executive Board.

- A. The original document shall be marked “Original” on the Execution Order and Authorization Signatures page.
- B. Signatures and dates shall be made using indelible ink.

**Section 2** – Each elected officer will be presented a hard copy of these By-Laws and one (1) hard copy or one (1) copy by another medium will be made available to any Council member upon request at no charge.

**Section 3** – Non-members may request one (1) hard copy of the By-Laws by submitting a written request and include a self-addressed large size business envelope with the current postage necessary to mail a two-ounce letter via the United States Postal Service.

**Section 4** – A hard copy of these By-Laws will be presented to the National Cemetery Director for use in the Administrative Office of the Indiantown Gap National Cemetery.

**Section 5** – A copy of the By-Laws is to be forwarded to any governmental agency requiring such notification.

**ARTICLE XV – DISSOLUTION OF THE COUNCIL**

Upon dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c) of the Internal Revenue Code, or corresponding section of any future tax code, or shall be distributed to the federal government, for a public purpose.

- A. Any such assets not disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations as said Court shall determine which are organized and operated for such purposes.

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**ARTICLE XVI – EXECUTION ORDER & AUTHORIZATION SIGNATURES**

Know by these authorization signatures of the four elected Executive Officers of the Indiantown Gap National Cemetery Memorial Council, Inc. these amended By-Laws are hereby approved and executed as of **January 9, 2021**.

Attested to by:

Donald B. Person

Donald B. Person  
By-Laws Committee Chair

January 9, 2021  
Date

**Signatures of the Executive Board**

**of the Indiantown Gap National Cemetery Memorial Council, Inc.**

Joan B. Barkley

Joan B. Barkley  
President

9 January 2021  
Date

Thomas F. Campbell

Thomas F. Campbell  
Vice President

**ORIGINAL**

JANUARY 9, 2021  
Date

Robert C. Hauser

Robert C. Hauser  
Secretary

**ORIGINAL**

January 9 2021  
Date

Randy L. Eckert

Randy L. Eckert  
Treasurer

January 9, 2021  
Date

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