

**BY-LAWS
LEWIS & CLARK CHAPTER
OREGON STATE SOCIETY SONS OF THE AMERICAN REVOLUTION**

ARTICLE I

NAME

The name of this organization shall be: Lewis and Clark Chapter, Oregon State Society, Sons of the American Revolution.

ARTICLE II

OBJECTIVE

The objectives of the Lewis and Clark Chapter are declared to be patriotic, historical and educational and shall include those intended or designed to perpetuate the memory of those patriots, who by their service or sacrifices during the war of the American Revolution, achieved the independence of the American people; to unite and promote fellowship among their descendants; to inspire them and the community at large with a more profound reverence for the principles of the government founded by our forefathers; to encourage historical research in relation to the American Revolution; to acquire and preserve the records of the individual services of the patriots of the war, as well as documents, relics and landmarks; to mark the scenes of the Revolution by appropriate memorials; to celebrate the anniversaries of the prominent events of the and the Revolutionary period; to foster true patriotism; to maintain and extend the institutions of American freedom; and to carry out the purposes expressed in the preamble of the Constitution of our country; and the injunctions of General Washington in his farewell address to the American people.

ARTICLE III

MEMBERSHIP

Section 1. Eligibility. Any man shall be eligible for membership in this Chapter who, being of the age eighteen years or older, and a citizen of good repute in the community, is a lineal descendant of an ancestor who was at all times unfailing in loyalty to, and rendered active service in the cause of American Independence, either as an officer, a soldier, seaman, marine, militiaman, or minuteman, in the armed forces of the Continental Congress, or those of any one of the several Colonies or States, as a signer of the Declaration of Independence, as a member of a Committee of Safety or Correspondence, as a member of any Continental, Provincial, or Colonial Congress or legislature, as a foreign national of, but not limited to France, Poland, Spain, Sweden, Switzerland or Germany who came to North America and rendered service in the cause of American Independence or as a recognized patriot who performed actual service by overt acts of resistance to the authority of Great Britain, provided, however, that the applicant is personally acceptable to the members of the Lewis and Clark Chapter. It is further provided that no person advocating the overthrow of the Government of the United States by use of force or violence shall be eligible for membership.

Section 2. Application. The Chapter Registrar will provide the blank form required by the National Board of Trustees to the prospective member. Preliminary applications will be accompanied by a letter of application from the applicant stating his desire to affiliate with Chapter and include a resume with personal and professional references. The Membership Committee composed of at least two officers (excluding the Registrar) and a member-at-large will determine acceptability through interviews of the applicant and/or his references. The Committee will announce to the Chapter at its next regular meeting the potential acceptance of the applicant for membership pending approval of the NSSAR and the applicant will be so advised. The Registrar will inspect the application for accuracy prior to submission to the Oregon Society. At least one of the Membership Committee members will be one of the two required Chapter members in good standing as sponsors required to endorse the application. The Chapter Registrar shall then forward the application papers with the required documentation and necessary application fees and first year's dues to the ORSSAR Registrar for review who will forward them to the NSSAR.

Section 3. Transfers. A member desiring to unite with the Chapter by transfer, either from another chapter, by reinstatement from another state society or chapter or as a dual member with primary membership in another chapter or state society shall petition and be approved for membership in the same manner as a new member.

Section 4. Membership Presentation. A certificate of membership, duly attested by the President General and the Secretary General, to which has been affixed the Seal of the National Society, and countersigned by the President and Secretary of the Oregon Society, shall be delivered to each duly admitted member. The new member will be invited by the Chapter President to attend the next scheduled meeting at which he will be introduced to Chapter members, inducted and presented with a Rosette for his lapel. The new member will be asked the name of his Revolutionary ancestor and to present a short resume of himself.

Section 5. Member designation. The official designation of the members of this chapter of the Sons of the American Revolution is "Compatriot".

ARTICLE IV

OFFICERS

Section 1. The officers of this Chapter shall be President, Vice President, Secretary, Treasurer, Registrar, Sgt-at- arms, Chaplain and Historian.

Section 2. Election of officers. A nominating committee consisting of three Chapter members, two to be selected by the President and one by nominations from the floor will be selected at the September meeting. If there is no nomination from the floor, the Vice President shall select the third member of the committee. The committee shall only nominate those members whose consent has been obtained for the respective office. Additional nominations may be made from the floor, provided the consent of the nominee shall be obtained. Election shall be by ballot. If there is but one (1) nominee for each office, election shall be by voice. Members unable to attend the election meeting may request an absentee ballot from the Secretary. Absentee ballots must be returned to the Secretary before the December meeting to be counted. A simple

majority elects. If there are any absentee ballots, they shall be tabulated by a Tellers Committee at the December meeting.

Section 3. Tenure of Office. There shall be no rigid application of a rotational system in the election of officers and they may hold office for several successive terms. It is desirable, that there is a progressive move every two years from Vice President to President, however, circumstances may occur where this is not feasible. The term of office shall be for two years, January scheduled meeting to the scheduled meeting in January of the second following year.

Section 4. Compensation. All officers serve without compensation in performing the duties of their respective office. Reimbursement shall be made for incidental expenses incurred in carrying out their duties.

Section 5. Vacancies. In the event the office of the President becomes vacant, the Vice President assumes the duties of the President for the remainder of the unexpired term. In the event the office of the Vice President or any of the remaining Chapter officers becomes vacant, a successor shall be elected by the membership at the next regular meeting to fill such office for the remaining unexpired term. The consent of any nominees for such vacancy must be obtained in advance. Election shall be by two-thirds (2/3) vote of the members present.

ARTICLE V

DUTIES OF OFFICERS

Section 1. President. At the scheduled Chapter meeting in January, the outgoing President shall gavel the meeting to order, swear in the newly elected officers, and turn the gavel over to the new President. The President is the senior officer of the Chapter and shall act as the meeting Chairman and shall enforce compliance with the Constitution and Bylaws of the National Society, the Oregon State Society and the Lewis and Clark Chapter. He shall exercise supervision over all affairs of the Chapter and perform such other duties that custom and parliamentary usage may require. He is the ex-officio member of all committees, with the exception of the nominating committee. The President is authorized to sign checks in the absence of the Treasurer.

Section 2. Vice President. The Vice President shall, in the absence of the President, preside at meeting of the membership. He shall promote the interests and activities of the Chapter. He is responsible for the program portion of the meetings,

Section 3. Secretary. The Secretary shall keep the minutes of each meeting as to time, date, place, officers present, number of members attending, decisions on old business, new business introduced, and motions made and approved, etc. He is responsible for the general correspondence of the Chapter.

Section 4. Registrar. The Registrar shall keep track of election, transfer, resignation, suspension, expulsion and death of Chapter members. He shall provide prospective members with application worksheets and application forms. He will also provide Supplemental application forms to Chapter members as prescribed by the National Society. He advises prospects as to the proper completion of the forms and inspects the same prior to submission to

the State Registrar. He shall have custody of copies of all current and past membership, biographical and genealogical records of the Chapter. He shall report to the ORSSAR and NSSAR Registrar any changes in membership, deaths, resignations, transfers and changes of address as they occur using the standard Change of Membership Status Form provided by the ORSSAR and proved member name badges for the Sgt-at-arms.

Section 5. Treasurer. The Treasurer shall give notice of and collect Chapter fees and dues. He is responsible for the deposit, safe-keeping and disbursement of funds. Deposits shall be in a financial institution approved by the Chapter membership. He is authorized to sign check in behalf of Chapter business. Expenditures of over \$100.00 must be approved prior to commitment by a simple majority vote of the Chapter members at a regular or special meeting. He shall maintain a true account of his receipts and disbursements. This account should be audited at least once annually on a non-scheduled basis by two Chapter members selected by the President. He is not required to be bonded. He shall perform such other duties of his office as prescribed by National, State and Chapter Bylaws.

Section 6. Sgt-at-arms. The Sgt-at-arms is custodian of the Flags, flag stands and name badges. He is responsible to see that the meeting room is properly set up. It is his duty to be the welcoming committee and to introduce all visitors, i.e., prospective members, members that don't come to meetings frequently, State and National officers that might be present, etc. His objective is to make visitors feel welcome and for the membership to become acquainted with them. He also notifies the restaurant of the expected luncheon count.

Section 7. Chaplain. The Chaplain will perform the Invocation and Benediction at the Chapter meetings. He will make courtesy calls to Chapter members confined by illness. Upon the death of a Chapter member, he will offer his services to the family. He shall advise the general membership at Chapter meetings of the serious illness or death of a member.

Section 8. Historian. The Historian shall direct such historical work as may be requested by the Chapter, by the National Society and by the State Society. He shall compile a scrapbook of the Chapter's activities for the year. The scrapbook shall remain the property of the Chapter. He shall also maintain a record of the historical restorations biographical papers that the Chapter may possess. The Historian takes care of Chapter publicity and makes news releases concerning Chapter members or activities. Outlets to be utilized are, but not limited to, the SAR Magazine, local newspaper, the Lewis & Clark Chapter Journal, the Oregon Society Compatriot, etc.

ARTICLE VI

MEETINGS

Section 1. Schedule. The meetings of the Chapter shall normally be on the first Saturday of each month from September to June, inclusive except during holidays when the meetings may be moved at the discretion of the President. There shall be no scheduled meetings in July and August.

Section 2. Agenda. A standard agenda outline for Chapter meetings will insure that they will be better organized and function more smoothly. If a situation warrants, the President may vary the agenda for a particular meeting.

- a. President gavels the meeting to order and requests the Chapter Chaplain or a Compatriot designated by the President to give the invocation.
- b. Pledge of Allegiance to the Flag of the United States of America.
- c. Pledge to the SAR by a Compatriot designated by the President.
“We descendants of the heroes of the American Revolution who, by their sacrifices, established the United States of America, reaffirm our faith in the principles of liberty and our Constitutional Republic, and solemnly pledge ourselves to defend them against every foe”.
- d. Introduction of new members and guests by the Sgt-at-arms.
- e. Approval/correction of the minutes of the previous meetings as read or distributed.
- f. Officer’s Reports.
- g. Committee Reports.
- h. Unfinished business.
- i. New business and correspondence.
- j. Introduction of the speaker or program.
- l. Presiding officer’s remarks and thanks to the speaker or program principal.
- m. Motion to adjourn.
- n. Recessional.
“Until we meet again, let us remember our obligations to our forefathers who gave us our Constitution, the Bill of Rights, and independent Supreme Court and a nation of free men”.
- o. Benediction by the Chaplain or a designee.
- p. Adjournment and announcement of the next meeting.

Section 3. Special Meetings. The President may call a special meeting of the Chapter when time is of the essence. Any five members may also call such a meeting providing all Chapter members have been notified at least five days in advance as to time, date and place.

Section 4. Quorum. At a regular or special meeting a quorum shall consist of eight members in good standing.

Section 5. Annual Meeting. The scheduled meeting in January is designated as the annual meeting for the purpose of installing officer, presentation of annual reports by the outgoing officers and committee chairmen, and resolution of old business.

ARTICLE VII

FEE and DUES

Section 1. Annual Dues. Dues are necessary to support the various costs of the Chapter, State and National Society of the SAR. Prompt payment of dues demonstrates the dedication of Chapter members to support and perpetuate our great patriotic organization. Dues are for the calendar year and are payable on or before December 10 next preceding the start of the year. Checks should be made out to the Lewis & Clark Chapter ORSSAR and delivered to the Chapter Treasurer.

Section 2. Dues shall be set in accordance with National and State requirements, with the amount of no less than five dollars (\$5.00) for the Lewis and Clark Chapter budget.

Section 3. The dues of a member admitted or reinstated on or after November 1 of any year shall be credited to the next succeeding calendar year.

Section 4. The annual chapter dues of a dual member shall be the same as an active regular member of the Lewis and Clark Chapter. He shall pay no National dues, which must be paid through his primary State Society. As a condition of accepting dual membership with the Chapter he is certifying that his National dues have accordingly been paid and are current.

Section 5. Dues in Arrear. A member whose Chapter dues are in arrears shall not be entitled to vote, to act as delegate, to hold office, to be a member of a standing committee, or be transferred to another State Chapter. A member with dues in arrears at the time the annual Chapter report is sent to the ORSSAR Registrar will be dropped from the Chapter and State membership rolls. Reinstatement will be made upon payment of current dues plus a Chapter reinstatement fee of \$10.00 in addition to any State or National Society reinstatement fees that may exist.

ARTICLE VIII

PARLIAMENTARY AUTHORITY

The rules contained in "Robert's Rules of Order" shall govern this Chapter in all cases which are not in conflict with these By-Laws. In the interest of expediency, these rules may be waived by the President.

ARTICLE IX

COMMITTEES

Section 1. The Vice President shall be the chairman of the Program Committee. The Program Committee's duties shall be the planning of the meeting programs.

Section 2. A Finance Committee shall be appointed by the President to consider requests for funds, plan a budget, and recommend to the Chapter such expenditures as the committee shall deem expedient.

Section 3. Such other committees, or chairmen of committees, shall be appointed by the President as the Chapter may authorize, or as the National Society or State Society may require.

ARTICLE X

AMENDMENTS

These By-Laws may be amended at a regular or special meeting of the membership by a two thirds (2/3) vote of the members present. The amendment must have been read at the previous meeting, or a notice placed in the Journal of the Lewis and Clark Chapter prior to the meeting.

ARTICLE XI

STANDING RULES

Standing rules are of a semi-permanent nature and can be adopted at a regular or a special meeting. They will be recorded in the minutes by the Chapter Secretary and must not conflict with the Chapter By-Laws. A two thirds (2/3) vote is required to adopt, resend or amend. Examples are the amount of annual dues, locations and time of scheduled meetings, honorariums for guest speakers, etc.

ARTICLE XII

DISSOLUTION

Should it become necessary for the Chapter to disband:

Section 1. All debts of the Chapter shall be paid.

Section 2. All property which has been loaned to the Chapter shall be returned.

Section 3. A resolution shall be adopted designating that any historical documents, artifacts or any remaining monies in the Chapter shall be given to the State organization, another SAR Chapter, the National Society or a SAR project.

Section 4. No money shall inure to a member or individual as specified in Section 501(c). (3) of the Internal Revenue Code or corresponding section of any future federal tax code.

Revised 1-03-2004

Authorizers Signatures

This page was missing from original hardcopy identified as Revision 1-03-2004.

Change History

May 23, 2009. Change History added to the Authorizers Signature page in order to maintain the integrity of the By-Laws. Change History added by Dave Guiel, President.

May 23, 2009. Transcription of the By-Laws, Lewis & Clark Chapter, Oregon State Society, Sons of the American Revolution. The By-Laws were transcribed from an old hardcopy by Mark Robertson for the purpose of providing the Lewis and Clark Chapter with an electronic copy. Transcription was reviewed by Dave Guiel, President and Eugene Melvin, Treasurer. Transcription authorized by Dave Guiel, President.