

George S. Patton, Jr. Chapter
California Society
Sons of the American Revolution
Bylaws

Bylaw No.1, Membership: Membership application forms and procedures, evidence of membership and designation of a member shall be as set forth in the National Society of the Sons of the American Revolution (NSSAR) Bylaw No. 1, "Membership," Sections 1 through 5. Membership on the Chapter is effective when the Chapter President, or his designee, delivers the approved NSSAR membership certificate to the member.

Bylaw No. 2, Chapter:

Section 1 .The George S. Patton Chapter of the California Society Sons of the American Revolution (CASSAR) shall regulate all matters pertaining to its own affairs, subject to the provisions of the Constitution and Bylaws of the NSSAR, particularly, Bylaw No. 2, "State Societies and Chapters," Sections 1 through 10 and the Articles of Incorporation and Bylaws of the CASSAR, particularly Bylaw No. 2, "State Society and Chapters," Sections 1 through 5.

Section 2 .To further the work of the Chapter, women who are related to SAR members shall be encouraged by the Chapter to join the Ladies Auxiliary of the CASSAR.

Bylaw No. 3, Board of the Chapter:

Section 1- The Board of the Chapter (Board) shall have the management and control of the property and affairs of this Chapter and be responsible for the promotion of its objectives.

Section 2 - The Board shall be constituted of the elected officers of the Chapter as set forth in Bylaw No. 4 as voting members and Past Presidents of the Chapter as advisory members.

Bylaw No. 4, Officers, Powers and Duties:

Section 1 - Officers: The officers of this Chapter shall be President, Vice-President, Secretary, Treasurer, Registrar, Genealogist, Historian and Chaplain. Prior designation shall not change until incumbent has been replaced. The Officers shall be elected at each Annual Meeting of the Chapter.

Section 2 - President The President shall preside at all meetings of this Chapter and have a casting vote. He shall exercise the usual functions of a presiding officer, and shall enforce strict observance of the Articles of Incorporation and the Bylaws of the State Society and the Bylaws of the Patton Chapter. In the absence of the President at any meeting or his incapacity to continue in service for any reason, his duties shall be assumed by other Officers in the order of precedence listed in Section 1 above.

Section 3 - Vice-President: The Vice-President shall assist the President in such duties as he shall be assigned.

Section 4- Secretary: The Secretary shall conduct the general correspondence of the Chapter and such matters as may be directed by the President. He shall keep fair and accurate records of all proceedings and orders of the Chapter. He shall have charge of the Charter, Bylaws and records of the Chapter and, together with the presiding officers, shall certify all acts of the Chapter. He shall give notice to the several officers of all votes, orders, resolves and proceedings of the Chapter affecting them or appertaining to their respective duties. He shall notify all members of their election, and shall, under the direction of the President, give due notice of the time, place, and agenda of all meetings of the Chapter or Board and shall attend the same. He shall mail or send a copy of the minutes of the Board to each of its members when directed to do so by the Board.

Section 5 - Treasurer: The Treasurer shall collect and keep the general operating funds of the Chapter. They shall be deposited in a banking institution approved by the Board and shall be placed to the credit of the Patton Chapter, CASSAR. The Treasurer shall expend funds of the Chapter only as directed by the Board through adoption of a budget or by direction for a particular item. Funds shall be expended by checks signed by any two (2) officers so authorized. He shall keep a true account of his receipts and disbursements and at each meeting shall render the same to the Chapter. He shall also make such other reports as may be required by the Board. The Treasurer shall also administer the Spirit of America Fund in accordance with provisions of Bylaw No. 9.

Section 6- Registrar The Registrar shall examine all applications for membership in the Chapter and for those found eligible shall report to the State Registrar. He shall keep fair and accurate records of all memberships of the Chapter. If further documentation is required, he may refer the application to the Genealogist. All communications shall be directly with the applicant. He shall examine Supplemental Applications in a similar manner.

Section 7 .Genealogist The Genealogist shall assist the Registrar and the Board, any member of the Society, or any prospective member who may appeal to him for help in preparing application papers for membership. If the research is extensive, the Genealogist shall be allowed to negotiate appropriate fees, without cost to the Chapter. He shall examine all appeals from decisions or lack of action by the Registrar. He shall report to the Board on all matters that come before him.

Section 8- Historian The Historian shall obtain and preserve material relating to the history of the Chapter and its membership, including but not limited to, awards presented, news clippings, records of historical and commemorative meetings, minutes of meetings, names of officers, biographical and genealogical materials and obituaries. He shall, from time to time, forward materials to the Newsletter Editors the California Compatriot, the NSSAR Magazine, the State Historian or the NSSAR Historian General. He shall supervise the preparation and printing of any Chapter Historical publications, other than those of membership rolls, which may be authorized by the Board or the membership.

Section 9 .Chaplain: The Chaplain shall open and close meetings of the Chapter and the Board with religious services usual and proper on such occasion, when so directed by the President or by the Chairman of the Meeting. He shall serve as the contact during the illness or death of a member and shall coordinate any activities of the Chapter in these regards.

Section 10- Vacancies in Office A vacancy in any elected office (other than that of President) may be filled by the President on an interim basis until such time as it shall be filled by a majority vote of the Board. Any vacancy not filled by the Board shall be filled by a vote of the members at any Meeting of the Chapter, the Annual Meeting or Special Meeting.

Bylaw No. 5, Committees: The President shall be an ex-officio member of all Standing and

Special Committees.

Section 1 - Standing Committees: The following are required Committees for which the President shall appoint a Chairman when one is not otherwise indicated, and may appoint directly or with the Chairman's recommendation, other members to the Committee.

1a. American Patriotic Education Committee. It shall encourage the historic, educational, and patriotic activities of the Chapter and assist and advise the members in these matters.

1a1. Veterans Affairs. It shall conduct those activities that support the Veterans of the United States.

1a2. Law Enforcement. It shall conduct participation of the Chapter in those activities that support the Law Enforcement Agencies of the community, and recognize worthy members of that community for their service.

1a3. Spirit of America Program. It shall conduct Chapter participation in the annual Spirit of America Programs sponsored by CASSAR.

1a4. Eagle Scout Program. It shall conduct Chapter participation in the annual Eagle Scout Contest sponsored by CASSAR and NSSAR, and shall encourage Chapter participation in appropriate Scout Activities.

1a5. Joseph S. Rumbaugh Oration Contest. It shall conduct Chapter participation in the annual Joseph S. Rumbaugh Oration Contest sponsored by CASSAR and NSSAR.

1a6. Calvin Coolidge Essay Contest. It shall conduct Chapter participation in the annual Calvin Coolidge Essay Contest sponsored by CASSAR and NSSAR.

1a7. ROTC Program. It shall conduct Chapter participation in the recognition of ROTC programs sponsored by CASSAR and NSSAR, and shall encourage Chapter participation in appropriate ROTC Activities.

1a8. Children of the American Revolution (CAR) Liaison. It shall conduct Chapter support and encouragement of the CAR and encourage Chapter participation in appropriate CAR activities.

1b. SAR Development Committee. It shall encourage the growth of the Chapter and the participation of the members in the activities of the Chapter, CASSAR and NSSAR.

1b1. Communication Committee. It shall conduct those activities that publicize the activities of the Chapter within the Chapter, CASSAR and the community at large. The Patton Newsletter Editor shall be an ex-officio member of the Committee.

1b2 Chapter Activities and Awards Committee. It shall encourage members to engage in activities to stimulate interest in the patriotic, historical, and educational objectives of the Society and arrange for appropriate awards for the most active members. It shall recognize outstanding members of the community, without consideration of their membership in the Society.

1b3 Law and Security Committee. It shall encourage the educational and patriotic activities of the Chapter and assist and advise the members in these matters.

1c. Management and Budget Committee. It shall conduct those activities necessary to the operation of the Chapter. Its membership shall constitute the Board as set forth in Bylaw No. 2.

1c1. Bylaws and Resolutions Committee. It shall prepare the language for any proposed amendments to the Bylaws and proposed resolutions of this Chapter. It shall cause the required notices to be given to the members of proposed amendments, and shall bring for dispositive action all properly noticed proposed amendments and all prepared proposed resolutions before meetings of the Chapter. It shall be the responsibility of the Bylaws Committee to catalog and maintain the Standing Rules of this Chapter.

1c2. Audit Committee. It shall audit the books and records of the Treasurer and shall report to the President at the second meeting following the Annual meeting.

1c3. Nominating Committee. The Nominating Committee shall be appointed by the President. It shall be composed of three (3) members. The Chairman of the Nominating Committee shall not be a sitting Officer.

At least thirty-five (35) days prior to each Annual Meeting, the Chairman of the Nominating Committee shall provide the Secretary with a list of proposed nominations for each elected office.

At least twenty (20) days prior to each Annual Meeting, the Secretary shall provide a copy of the list of proposed nominees to each member of the Chapter.

Section 2- Special Committees, as deemed appropriate by the President, may be appointed by him for his term of office.

Bylaw No. 6 Newsletter: The President shall appoint a member to be the Editor of the George S. Patton Newsletter, the monthly publication of the Chapter.

Bylaw No. 7 Fees and Dues:

Section 1 .The admission fee shall be that currently declared by NSSAR Bylaw No. 19, Section 1, plus the fee declared by CASSAR Bylaw No.7, Section 1, plus that fee currently declared by the Board of the Chapter. The fee for each supplemental claim to establish additional ancestral lines of eligibility shall be that currently declared by NSSAR Bylaw No. 18, Section 2, plus that fee declared by CASSAR Bylaw No.7, Section 1, plus that fee currently declared by the Board.

Section 2- The annual dues for all members shall include the per-capita declared by NSSAR Bylaw No. 19 due to NSSAR, plus the per-capita declared by CASSAR Bylaw No. 7 due CASSAR, plus that due the Chapter. The Board shall recommend to the membership the per-capita amount for this Chapter.

Section 3 .The fiscal year for this Chapter is from April 1 through March 31 of the following year. The per-capita annual dues for those amounts dues NSSAR, CASSAR and this Chapter shall be paid by the members prior to February 15 of each year. A member delinquent in payment of annual dues after March 31 is automatically suspended and shall be dropped from membership.

Section 4- Any member whose membership has been terminated for non-payment of annual dues may be reinstated by payment of the current dues to the Treasurer, provided that his request for reinstatement be approved by the Board. The Secretary will advise CASSAR thereby entering him as a member in good standing.

Section 5 .Where there is evidence that hardship or misfortune may cause the lapse of payment of dues, the Board may grant to any member an exemption for that year's dues. CASSAR will also waive the State dues as set forth in CASSAR Bylaw No.7, Section 5. NSSAR no longer excuses such dues. The Chapter must make provisions to pay any NSSAR dues for such members.

Section 6- Any member in good standing who shall make a single payment in accordance with a fee schedule established by CASSAR shall become a Life Member and shall thereafter be exempt from payment of all required annual dues.

Section 7- Transfer of membership from one Chapter to another within CASSAR to another shall be as set forth in CASSAR Bylaw No.7, Section 7.

Section 8- A member in good standing may become a Dual Member of Another Chapter (secondary) as set forth in CASSAR Bylaw No.7, Section 8.

Bylaw No. 8 Meetings

Section 1 Meetings of the Chapter

1a. A Meeting of the Chapter shall comprised of a quorum, consisting of at least three (3) members of this Chapter in attendance who are in good standing.

1b. Except as otherwise specified in these Bylaws, the affirmative vote of a majority of the voting power present shall be necessary to approve any action of the meeting.

1c. The monthly Meeting of the Chapter shall be held the second Friday of each month, unless the Board fixes another date and so notifies all members of record as soon as practicable but not less than twenty (20) days prior to the date of such Meeting. The Meeting shall be held at a location selected in advance by the Board.

1d. The following Order of Business is suggested for Meetings of the Chapter:

1. Call to Order of the President
2. Invocation
3. Pledge of Allegiance and opening ritual
4. Introduction of members and guests
5. Reading of the Minutes
6. Treasurer's Report
7. Committee Reports
8. Program
9. Announcements
10. Closing Ritual and adjournment

Section 2- Annual Meeting The Annual Meeting of the Chapter shall be held the second Friday in December, unless the Board fixes another date and so notifies all members of record as soon as

practicable but not less than twenty (20) days prior to the date of such Annual Meeting. The Meeting shall be held at a location selected in advance by the Board.

2a The following Order of Business is suggested for the Annual Meeting of the Chapter:

1. Call to Order of the President
2. Invocation
3. Pledge of Allegiance and opening ritual
4. Introduction of members and guests
5. Report of the Nominating Committee
6. Election of Officers
7. Installation of Officers
8. Program
9. Announcements
10. Closing Ritual and adjournment

Section 3, Special Meetings: Special Meetings of the Chapter may be called by the President or the Board from time-to-time. The general nature of the business to be transacted shall be stated in the Notice of Meeting and no other business shall be transacted at the meeting

3a Not less than twenty (20) days prior to the date of any Annual or Special Meeting of the Chapter, the Secretary shall mail notice of the time, place, and agenda thereof to each member who, on the record date for the Notice of Meeting is entitled to vote thereat.

Section 4, Meetings of the Board: The Board shall meet as a part of the monthly Meeting of the Chapter, any Special Meeting and the Annual Meeting.

4a. Special Meetings of the Board may be called from time-to-time by the President or by three (3) members of the Board.

Section 5 .Conduct of Meetings All meetings of this Chapter, of the Board, and of Committees shall be conducted in accordance with these Bylaws, or, where they are silent, by the provisions of Robert's Rules of Order, Revised.

5a Standing Rules: To expedite and standardize the business of the Chapter without amending the bylaws, the members present and voting at any Meeting of the Chapter shall enact such Standing Rules as may be necessary to conduct the business of the Chapter providing such rules are not in conflict with the Bylaws or Robert's Rules of Order, Revised. No advance notice is required for a motion to adopt such a rule. Standing rules shall be adopted, suspended, amended or rescinded by a two-thirds votes of the members present and voting.

Section 6- Elections: Election of Officers shall be by majority vote, provided that by unanimous consent of the electing body, election by vote may be waived as to any office if, after nominations for that office are declared closed, only one has been nominated for that office. There shall be no cumulative nor proxy voting.

Section 7-State Meetings: The Chapter delegation to the CASSAR Board of Managers and Annual Meeting shall be as set forth CASSAR Bylaw No. 8, section 1.

Bylaw No.9, Spirit of America Fund: This Chapter shall maintain a Spirit of America Fund to insure the educational purpose of the Spirit of America Program. All contributions to this fund shall be deposited in a restricted account by the Treasurer. The Treasurer will prudently invest such funds to promote their growth and safety. The corpus of the fund will be maintained in perpetuity in the restricted account, and the income from the account will be reported before the Meetings of the Chapter by the Treasurer. Annual income will be used to reimburse the Chapter for Spirit of America expenses with any remainder to be rolled over into the corpus of the restricted account Any funds rolled over into the restricted account will no longer be available for distribution as income.

Bylaw No. 10 Adoption and Amendment of Bylaws At any Meeting of the Chapter, properly noticed Bylaws or proposed amendments to the Bylaws may be voted upon. Passage of proposed Bylaws requires at least two thirds of members present and voting at the meeting.

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