
CASSAR Bylaws Committee

Stephen Renouf • John Dodd, Esq. • Donald Littlefield

Report to the Annual Meeting of the California Society, SAR

November 6, 2021

Amendments of Bylaws.

Bylaw 8, §4(b)(iv)

At annual or board of managers meetings properly noticed, proposed amendments to the bylaws may be voted upon with such voting restricted to one vote for each chapter president (or his designee). Passage of the proposed amendment requires at least a two-thirds vote of the chapters present and voting at the meeting.

CASSAR Bylaw Proposals – November 2021

Proposal No. 1

Bylaw 4, Section 4(a):

Current

Section 4(a) The secretary shall conduct the general correspondence of the society and such other matters as may be directed by the board or president. He shall have charge of the ~~seal, articles of incorporation, bylaws and~~ records of the society and, together with the presiding officers, shall certify all acts of the society. He shall keep fair and accurate records of all memberships, proceedings and orders of the society, and shall give notice to the several officers of all votes, orders, resolves and proceedings of the society affecting them or appertaining to their respective duties. He shall notify all members of their election, and shall, under direction of the president, give due notice of the time, place and agenda of all meetings of the society or board and shall attend the same. He shall send or mail a copy of the minutes of the board to each of its members when directed to do so by the board.

Proposed

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

Rationale

The Society does not have a seal, and one is not required. The official copy of the articles of incorporation and bylaws are posted to the website, and do not need to be in the physical possession of the secretary.

CASSAR Bylaw Proposals – November 2021

Proposal No. 2

Bylaw 5, Section 2(i):

Current

Section 2(i) BYLAWS AND RESOLUTIONS COMMITTEE. It shall prepare the language for any proposed amendments to the Articles of Incorporation, and the bylaws and proposed resolutions of this society. It shall cause the required notice to be given to the chapters of proposed amendments, and shall bring for dispositive action all properly noticed proposed amendments before the annual meeting of the membership and all prepared resolutions before the meetings of the society. The chancellor shall be a member of this committee.

Proposed

Section 2(i) BYLAWS AND RESOLUTIONS COMMITTEE. It shall prepare the language for any proposed amendments to the Articles of Incorporation, and the Bylaws and proposed resolutions of this society. It shall cause the required notice to be given to the chapters of proposed amendments, and shall bring for dispositive action all properly noticed proposed amendments before the annual meeting of the membership and all prepared resolutions before the meetings of the society. **Following any approved amendments to the Articles of Incorporation, or the Bylaws, it shall send the updated articles of incorporation, or bylaws to the President to be posted on the society website.** The chancellor shall be a member of this committee.

Rationale

To update the Bylaws with the current procedure for posting the updated Articles of Incorporation and Bylaws.

CASSAR Bylaw Proposals – November 2021

Proposal No. 3

Bylaw 4, Section 4(b):

Current

Section 4(b) The secretary, on receipt of the approved applications and certificate, shall himself sign the certificate of membership, supplemental and youth certificates, and forward it to the president for his signature and include the proper information to forward it to the new member's chapter secretary with postage affixed. The state secretary shall include the transmittal form and complete it within 20 days from date posted from the national society.

Proposed

Section 4(b) The secretary, on receipt of the approved ~~new member, supplemental and youth applications and certificates~~, shall ~~himself process the applications~~, sign the certificates, ~~of membership, supplemental and youth certificates~~, and forward ~~it~~ the entire new member package to the president for his signature ~~and his forwarding and include the proper information to forward it~~ to the new member's chapter secretary ~~with postage affixed~~. The state secretary shall process all state membership applications to the National headquarters with the appropriate transmittal forms, and notify the appropriate chapter secretary when National headquarters has approved the transactions. ~~include the transmittal form and complete it within 20 days from date posted from the national society.~~

Rationale

To simplify the wording, and remove the 20-day deadline. The deadlines should be incorporated into the Secretary's Handbook rather than placed in the Bylaws.