***146th Annual***

***Fall Board of Managers Meeting***

***Minutes***

***November 4 – 7, 2021***

***Mission Inn***

***3649 Mission Inn Ave.***

***Riverside, CA***

***The proceedings of the 146th Annual Board of Managers Meeting were recorded and the minutes were prepared after the event by the California State Secretary as the position of the California State Historian remains vacant.***

***Friday November 5, 2021***

*President Brian Stephens called the meeting to order at 9:07 AM.*

*The Invocation was given by the CASSAR Past President Robert Taylor.*

*The Colors were presented by the CASSAR Color Guard Commander Mark Kramer and the members of the CASSAR Color Guard.*

*The Pledge of Allegiance Ray Raiser and was said in unison by all present at the meeting.*

*The posting of the American Flag and CASSAR Colors were done by members of the CASSAR Color Guard.*

*President Brian Stephens asked that Executive Vice President D. Craig Anderson take the Roll Call for the CASSAR Secretary who could not attend the 146th Annual BOM Meeting due to extenuating circumstances.*

*Executive Vice President D. Craig Anderson took Roll Call:*

*Chapter Officers*

*President Brian Stephens present*

*Executive Vice President Craig Anderson present*

*Vice President North Bill Van Valkenburg present*

*Vice President South James Klingler present*

*Vice President Membership James Bunker present*

*Secretary Fred Schuster absent*

*Treasurer John Ferris present*

*Registrar Owen Stiles present*

*Chancellor John Dodd present*

*Genealogist Terry Briggs present*

*Historian vacant*

*Chaplain Lou Carlson absent*

*Surgeon Dr. Matthew Bowdish absent*

*Investment Fund Trustee Stephen Renouf present*

*Investment Fund Trustee John Dodd present-non voting*

*Investment Fund Trustee Kent Gregory present*

*1st Past President Don Littlefield Present*

*Chapter Presidents and/or Designees*

*Central Coast absent*

*Coachella Valley Chris Cerrillo present*

*Delta absent*

*Eagle Karl Blackmun present*

*Gen. Geo. Patton Tom Shaw present*

*Gen. Geo. Washington absent*

*Gold Country David Gilliard present*

*Harbor Brandon Villardi present*

*Kern absent*

*Monterey Bay absent*

*Mother Lode Tom Adams present*

*Orange County Phil Mitchell present*

*Redlands Shawn Price present*

*Redwood Empire Bill Nay present*

*Riverside Roger Cooper present*

*Sacramento Russ Kaiser present*

*San Diego Barry Key present*

*San Francisco Robert Ebert present*

*Santa Barbara absent*

*Silicon Valley absent*

*Sons of Liberty – LA David Morrow present*

*Thomas Jefferson Derek Brown present*

*Yosemite absent*

*CASSAR Officers present 12*

*Chapters Represented 16*

*Total Present 28*

*Needed for Quorum 21*

*A Quorum was met.*

*President Brian Stephens introduced the CASSAR Past Presidents present:*

*Robert D. Ebert 2006 – 2007*

*Stephen R. Renouf 2008 – 2009*

*John L. Dodd, Esq. 2011 – 2012*

*Jim L. W. Faulkinbury 2014 – 2015*

*Dr. M. Kent Gregory 2015 – 2016*

*Derek J. Brown 2018 – 2019*

*Robert L Taylor 2019 – 2020*

*Donald B. Littlefield 2020 – 2021*

*Each of the past presidents had an opportunity to provide a few comments to the member present.*

*President Brian Stephens introduced the National Officers:*

*President General Davis Wright, Esq. Registered, not in attendance*

*Past President General Joseph W. Dooley 2013c-2014*

*Past President General J. Michael Tomme 2016 – 2017*

*Vice President General*

*Western Division Charles Smith 2021-2022*

*Treasurer General John L. Dodd, Esq. Current*

*Chancellor General Mike Elston, Esq. Current*

*Genealogist General Robert Fish Current*

*Librarian General Dr. J. Fred Olive III Current*

*SAR Foundation Board Dr. Darryl Addington Current*

*Each of the National Officers had an opportunity to speak. Treasurer General John Dodd Esq., passed out a few 250 CASSAR Program pins and spoke to the program and ways to get new membership.*

*Chancellor General Mike Elston, Esq. spoke on the need to support the NSSAR 250 program and participate in the many events that will be taking place. We need to get the word out to our membership.*

*Dr. J. Fred Olive III, wanted the membership to know that the NSSAR Library is available to all of our membership online.*

*President Brian Stephens noted that the minutes of the 146th Annual Spring Meeting had been sent out according to the CASSAR bylaws to the Executive Committee and the Chapter presidents as required 30 days in advance of the 146th Board of Managers meeting an asked for a motion to approve the minutes.*

*A motion was made from the floor and a second was made – President Brian Stephens asked for a vote of the Board of Managers by raising their voting cards. Motion passed unanimously.*

*President Brian Stephens moved to the reports of the CASSAR Officers, by giving his report:*

***Presidents Report:***

*Since becoming the CASSAR President in April, in addition to the normal administrative duties, I have had the pleasure of attending the following events:*

*April 16, 2021 Coachella Chapter Meeting Mission Hills Country Club Rancho Mirage, CA*

*April 17, 2021 CASSAR 146th Annual Meeting of the Membership Zoom*

*April 20, 2021 Riverside Chapter Meeting Canyon Crest Country Club Riverside, CA*

*May 18, 2021 Riverside Chapter Meeting Canyon Crest Country Club Riverside, CA*

*May 22, 2021 JROTC Award Presentation for Santiago High School Corona, CA at Big’s Bar & Grill in Fullerton, CA*

*May 31st CASSAR Color Guard Memorial Day Zoom event – Presented Color Guardsman of the Year Award to Compatriot Duncan Campbell.*

*June 5, 2021 Eagle Chapter Meeting Bear Creek Country Club Murrieta, CA*

*June 15, 2021 Riverside Chapter Meeting Canyon Crest Country Club Riverside, CA*

*July 4,2021 City of Corona Independence Day Parade supported Butterfield Trail Chapter DAR*

*July 4, Let Freedom Ring City of Cerritos VIP Bell Ringer with Orange County, South Coast, and Harbor Chapter combined Color Guards.*

*July 5, 2021 Color Guard Redlands Car Show with Riverside and Redlands combined Color Guards.*

*July 10-15, 2021 NSSAR National Congress Renton, WA*

*July 31, 2021 Memorial Service for Redwood Empire Chapter Past President Compatriot James Beatty Napa, CA*

*Aug. 14, 2021 Orange County Chapter Picnic Mile Square Park Fountain Valley, CA*

*Sept. 2, 2021 Harbor Chapter Meeting Raffaello’s Restaurant San Pedro, CA*

*Sept. 11, Orange County Chapter Color Guard Pacific Symphony Orchestra Concert Pacific Amphitheater Costa Mesa, CA*

*October 15, Coachella Valley Chapter Meeting Mission.*

***Executive Vice Presidents Report:***

*During the period April 2021 to November 2021, I participated in the following events in addition to my normal duties:*

*Attended a Book Donation event at John Adams Academy in Loomis CA in uniform.*

*Presented a Flag Certificate to Donald and Loretta Lawson in El Dorado Hills, CA.*

*Presented Certificates of Patriotism to Edward Comingore Jr (WWII and Korea) and David Cofer (Military Service).*

*Attended the National Congress in Renton, WA.*

*Attended 12 Chapter Meetings*

* *Sacramento Chapter Meetings (6)*
* *Riverside Chapter Meeting*
* *Yosemite Chapter Meetings (2)*
* *Harbor Chapter Meeting*
* *Delta Chapter Meeting*
* *Thomas Jefferson Chapter Meeting*

*Hosted CASSAR secretary forums (on Zoom).*

*Attended monthly CASSAR leadership meetings.*

*Attended a Color Guard event in uniform on Flag Day with Sacramento Chapter DAR at Land Park in Sacramento.*

*Served as an Honor Guard member during the funeral of Past President James Beatty, Redwood Empire Chapter at Sacramento Valley National Cemetery.*

*Attended a Color Guard Event at the Charlotte Parkhurst DAR Chapter. Granite Bay, CA.*

*Attended a Color Guard Event at the South Lake Chapter DAR Chapter in Cameron Park. CA.*

***Vice President Norths Report:***

*The Vice President – North CASSAR on April 17, 2021 by President General Jack Manning (NSSAR) virtual meeting.*

*I attended most of the virtual chapter meeting of the Mother Lode Chapter, Redwood Empire Chapter, Sacramento Chapter, Thomas Jefferson Chapter, Yosemite Chapter.*

*I sent out e-mails to Northern California Chapters.*

*May 2021 First SAR meeting in person since 2019 Redwood Empire Chapter.*

*I attended virtual San Diego Chapter Memorial Day activities on Memorial Day.*

*Presented Emergency Medical Service Medal to Jason Bond and staff at Napa AMR FOR SERVICE AND RESPONSE DURING THE FIRES OF 2019 Sonoma & Napa County.*

*August 3, 2021 Attended Funeral at Sacramento Valley National Cemetery Dixon Cali, for Past President James Beatty Redwood Empire Chapter CASSAR.*

*July 10-15 2021 National Congress at Renton Washington State.*

*August 2021 Attended Eagle Scout Court of Honor Petaluma Church of Christ Troop 848 to Isabella Terrazas, Petaluma, Ca.*

*State President Monthly Zoom meetings.*

*August 20, 2021 Attended virtual Zoom meeting Redwood Empire Chapter.*

*Sept 17, 2021 Attended Redwood Empire Chapter swearing in a new Compatriot.*

*Sept 18, 2021 Attended Thomas Jefferson Chapter meeting assisted with swearing in two new Compatriots to their Chapter.*

*October 3, 2021 Attended Eagle Scout Court of Honor for Sean Smile Santa Rosa Calif.*

*October 15, 2021 Attended Redwood Empire Chapter Petaluma Ca and Sacramento Chapter Meetings Sacramento Ca.*

*November 3-5 2021 Attended Board of Managers Meeting Riverside Ca.*

***Vice President Souths Report:***

*My thanks to the members of the California Society for your support in my election at the April 18, 2020 Annual Meeting to the position of Vice President – South. I am pleased that I was able to attend a number of your virtual and in-person Chapter meetings, and I am encouraged that 10 of the 13 chapters in CASSAR-South are now holding in-person meetings.*

*My activities on behalf of CASSAR since my report on March 15, 2021 are listed below:*

*California Society SAR;*

*Participated in the CASSAR Annual Meeting on April 17, 2021.*

*Completed the filing of the CASSAR 2020 federal and state tax returns by the due date of May 15, 2021.*

*Participated with CASSAR Eagle Scout Program Chairman, William Nay, and SAR Orange County Chapter Eagle Scout Program Chairman, David Beall, in presenting the Eagle Trophy in person to the State winner of the 2020 Eagle Scout Contest, John McPhie on May 21, 2021.*

*Updated the CASSAR Chapter Speakers Bureau that I previously established by adding CASSAR speakers on various topics related to the SAR who are available to speak at Chapter meetings, and posting it on the CASSAR website.*

*Participated in the monthly CASSAR President Advisory meetings on April 4, May 4, June 1, July 6, August 3, September 7, and October 5, 2021.*

*California Society SAR Chapters:*

*Participated in a joint SAR Color Guard event, hosted by the SAR San Diego Chapter on May 22, 2021 to film Memorial Day commemorations at various military bases in the San Diego area. This event was broadcast on Memorial Day and included SAR Chapters from across the country.*

*Participated in the joint SAR Color Guard event for Memorial Day at the Orange County Cemetery in Santa Ana on May 31, 2021.*

*Participated in the joint SAR Color Guard event for the Let Freedom Ring Independence Day celebration at the City Hall in Cerritos on July 4, 2021.*

*Participated in the joint SAR Color Guard event for the annual meeting of the Exchange Club in Lake Forest on August 28, 2021.*

*Participated in the joint SAR Color Guard event for Patriot’s Day with the Pacific Symphony at the Orange County Fairgrounds in Costa Mesa on September 11, 2021.*

*Attended the SAR annual picnic hosted by the Orange County Chapter for all SAR members on August 14, 2021, and attended monthly Orange County Chapter in-person meetings on April 10, May 8, June 12, September 11, and October 9, 2021.*

*Attended the SAR South Coast Chapter virtual and in-person meetings on March 16, and September 21, 2021.*

*Attended the SAR Riverside Chapter virtual meeting on March 16, 2021.*

*Attended the SAR Redlands Chapter virtual meetings on March 20, and October 16, 2021.*

*Attended the SAR San Diego Chapter virtual meetings on March 20, and June 19, 2021.*

*Attended the SAR Harbor Chapter virtual and in-person meetings on June 3, and September 2, 2021.*

*Attended the SAR Eagle Chapter in-person meeting on June 5, 2021.*

*Attended the SAR Coachella Valley Chapter in-person meeting on October 15, 2021.*

*Attended the SAR Sons of Liberty Chapter virtual meeting on October 16, 2021.*

*National Society SAR:*

*Attended the 131st SAR Congress in Renton, WA from July 9-14, 2021. I served as Co-Chair of the Finance, Budget, and Investment Committee meeting on July 13, 2021.*

*Attended the SAR Fall Leadership Meeting in Louisville, KY from September 23-26, 2021. I served as Co-Chair of the Finance, Budget, and Investment Committee meeting on September 24, 2021, and represented the Finance Committee at the EXCOM meetings on September 23 and 25.*

*As Chairman of the SAR Finance committee, I conducted virtual Zoom meetings with the Finance, Budget, Investment and Audit committees on March 15, and October 19, 2021. At the March 15 meeting we reviewed the Feasibility Study prepared by the MBA students at Bellarmine University for the Roof Top Garden at SAR Headquarters in Louisville. A report from the Finance Committee analyzing the Feasibility Study was sent to EXCOM on April 19, 2021. At the October 19 meeting we met with the accounting firm for the SAR, Dean Dorton, to discuss the transfer of funds from the SAR Foundation to the SAR.*

*As Vice Chairman of the SAR Investment Committee, I participated in a meeting of the committee with Fifth Third Bank on August 23, 2021 to discuss the investment allocation strategy for the SAR and SAR Foundation funds.*

*Participated as a member of the SAR National Dues Billing Task Force in virtual meetings on March 25, April 8, April 15, and May 6, 2021 to discuss dues automation alternatives.*

*Participated as a member of the SAR Museum Board in virtual meetings on June 29, and August 26, 2021, and an in-person meeting on September 23, 2021.*

*Participated as a member of the SAR Strategic Planning Committee in a virtual meeting on August 19, 2021, and an in-person meeting on September 24, 2021.*

**Vice President of Memberships Report:**

*It is my pleasure serve as Vice President of Membership and I seek to provide a transparent, efficient, and communicative experience that connects new members with their local chapters and provides personalized contacts to facilitate that experience.*

*The first thing I did was implement a singular process and message for all potential new member leads that were generated from SAR and CASSAR’s websites. Currently, when I receive a new lead I identify the relevant chapter, potential applicant and include both the chapter's president and registrar in that message. I think it is essential that they have a local contact for a personal touch and different chapters have similar but different protocols for how they choose to proceed with new members. It would be helpful if individual chapter officers check their chapter officer information on the CASSAR. webpage to make sure officer contacts are up to date. If information is not correct, please email the CASSAR President, Secretary, Vice President of Membership, and Webmaster so the appropriate changes can be made.*

*I have developed a database and process to keep track of new member leads and names that were generated through the SAR and CASSAR webpages. 239 potential members contacted me, and I provided them with more information about CASSAR and referred them to individual chapter presidents and registrars. In addition, I responded to numerous inquiries about SAR and CASSAR in general. The following table provides a breakdown of chapters who received new member referrals from February 7th through October 31st while I have been serving as the Vice President of Membership. Additionally, I believe there is a need for more consistent messaging from individual chapters regarding potential new members who are interested in joining and require assistance with the application process. One suggestion was to provide a list of best practices for responding to new member inquiries as well as potential CASSAR zoom training modules for chapter registrars. Finally, I have been keeping track of applicants by name who contacted me if there is ever a need to determine how many of these prospects started or completed an application with the chapter, CASSAR, and SAR.*

*Central Coast Chapter 3*

*Coachella Valley Chapter 5*

*Delta Chapter 4*

*Eagle Chapter 9*

*General George Washington Chapter 5*

*General George S. Patton, Jr. Chapter*

*Gold Country Chapter 13*

*Harbor Chapter 13*

*Kern Chapter 3*

*Monterey Bay Chapter 4*

*Mother Lode Chapter 7*

*Orange County Chapter 5*

*Redlands Chapter 6*

*Redwood Empire Chapter 11*

*Riverside Chapter 6*

*Sacramento Chapter 13*

*San Diego Chapter 20*

*San Francisco Chapter 21*

*Santa Barbara Chapter 4*

*Silicon Valley Chapter 18*

*Sons of Liberty Chapter 20*

*South Coast Chapter 19*

*Thomas Jefferson Chapter 15*

*Yosemite Chapter 5*

*Totals: 229*

***Secretary’s Report:***

*The State Secretary started the training forums for the second year in a row, on the second Wednesday of each month starting in September and going through March. The training forums, cover the annual Reconciliation Report, the forms used to transfer members in and out of the state and how to reinstate members.*

*This year the has focused on training on the “Blue Data” system at national as the current “Yellow Datta System” will not be supported after early 2022 and the chapter Secretary and general chapter management will need to learn how to use the “Blue Data System”. The Blue Data System has the same information available to the membership, the chapter and state Executives as the older yellow system, it is just in a different format. The Blue System is much easier to use once you become familiar with how to input the data and information you are looking for in the system.*

*Since January 1, 2021 the state secretary has submitted the following transactions to National:*

*Death Notices 12*

*Processed New Applications 154*

*Processed Reinstatements 48*

*Transfers out of State 13*

*Transfers into the state 5*

*Total transactions YTD 232*

*The number of trans actions are down considerably compared to the past two (2) years at this time and the state secretary has been receiving very few new member applications and supplemental application to process since July.*

*The state secretary has participated in four national secretary meetings, where the state secretaries from the other 54 state societies get together to discuss common issues and share ideas. The meetings have been extremely helpful.*

***Treasurers Report:***

The following are the operating receipts and expenses for the fiscal year ending

September 30, 2021:

**INCOME STATEMENT**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **9 Months 2021** | **FY 2021 Annual** | **Variance** |
|  | **Actual** | **Budget** | **To Budget** |
| **RECEIPTS** |  |  |  |
| I-01A · Annual Dues Received – CASSAR | $ 23,819 | $ 23,860 | $ (41) |
| I-01B · Annual Dues Received – NSSAR | $ 41,225 | $ 42,350 | $ (1,125) |
| I-03A · LM Annual CASSAR Dues (from Inv acct) | $ 5,720 | $ 5,700 | $ 20 |
| I-03B · LM Annual NSSAR Dues (from Inv acct) | $ 8,750 | $ 8,925 | $ (175) |
| I-04 · LM Dues for Chapters (from Inv acct) | $ 2,860 | $ 2,850 | $ 10 |
| I-05 · New Member CASSAR Dues | $ 3,093 | $ 3,600 | $ (507) |
| I-06 · Supplemental App State Fee | $ 620 | $ 850 | $ (230) |
| I-08 · Bank Account Interest | $ 11 | $ 10 | $ 1 |
| I-09 · Reinstated Member Fee | $ 575 | $ 4,280 | $ (3,705) |
| I-14 · Interest Income-San Diego Fund | $ 1,647 | $ 1,600 | $ 47 |
| I-16 · New Life Member Dues | $ 3,093 | $ 700 | $ 2,393 |
| I-17 · Other Income | $ 0 | $ 140 | $ (140) |
| I-18 · Transfer From Education Fund | $ 2,500 | $ 2,500 | $ 0 |
| I-19 · Transfer From Unallocated Fund | $ 0 | $ 2,000 | $ (2,000) |
| I-25 · Receipts for Data Records  I-25 · Donations | $ 30  $ 18,300 | $ 0 $ 1,000 | $ 30  $ 17,300 |
| I-53 · 2019 Congress Medal Sets | $ 0 | $ 350 | $ (350) |
| I-60 · Compatriot Postage | $ 125 | $ 0 | $ 125 |
| I-62 · Compatriot Subscription Fees | $ 200 | $ 264 | $ (64) |
| **Total Receipts** | **$ 112,568** | **$ 100,979** | **$ 11,589** |
| **Executive Committee Expenses** |  |  |  |
| A-01 · President Expenses | $ 303 | $ 500 | $ (197) |
| A-02 · Executive VP Expenses | $ 0 | $ 300 | $ (300) |
| A-03 · VP North Expenses | $ 0 | $ 100 | $ (100) |
| A-04 · VP South Expenses | $ 0 | $ 100 | $ (100) |
| A-05 · VP Membership Expenses | $ 0 | $ 1,000 | $ (1,000) |
| A-06 · Executive Secretary Expenses | $ 520 | $ 1,600 | $ (1,080) |
| A-07 · Treasurer Expenses | $ 31 | $ 300 | $ (269) |
| A-08 · Registrar Expenses | $ 0 | $ 700 | $ (700) |
| A-09 · Genealogist Expenses | $ 0 | $ 100 | $ (100) |
| A-11 · Chancellor Expenses | $ 0 | $ 100 | $ (100) |
| A-12 · Historian Expenses | $ 65 | $ 100 | $ (35) |
| A-14 · Chaplain Expenses | $ 0 | $ 100 | $ (100) |
| A-15 · Surgeon Expenses | $ 0 | $ 100 | $ (100) |
| **Total Exec. Committee Expenses** | **$ 919** | **$ 5,100** | **$ (4,181)** |
| **Committee Expenses** |  |  |  |
| B-21 · Awards & Medals Committee Expenses | $ 2,027 | $ 1,500 | $ 527 |
| B-22 · Best Chapter Contest Expenses | $ 0 | $ 650 | $ (650) |
| B-24 · New Chapter Assistance Expenses | $ 0 | $ 250 | $ (250) |
| B-27 · Poster Contest Expenses | $ 902 | $ 1,200 | $ (298) |
| B-29 · Brochure Contest | $ 700 | $ 1,200 | $ (500) |
| B-30 · Oration Contest | $ 1,000 | $ 1,770 | $ (770) |
| B-33 · JROTC Committee Expenses | $ 1,000 | $ 1,970 | $ (970) |
| B-34 · CAR Expenses | $ 0 | $ 1,000 | $ (1,000) |
| B-35 · Eagle Scout Contest Expenses | $ 1,000 | $ 1,970 | $ (970) |
| B-36 · Law Enforcement/Public Service Awards | $ 0 | $ 750 | $ (750) |
| B-37 · DAR Liaison Expenses | $ 100 | $ 250 | $ (150) |
| B-39 · Essay Contest Expenses | $ 1,000 | $ 1,770 | $ (770) |
| B-40 · Travel Assistance for Contestants | $ 0 | $ 1,400 | $ (1,400) |
| B-41 · Spring Meeting Allowance | $ 200 | $ 500 | $ (300) |
| B-42 · Fall Meeting Allowance | $ 500 | $ 500 | $ 0 |
| B-43 · Visiting PG Expenses | $ 204 | $ 1,900 | $ (1,696) |
| B-44 · Sea Cadets Expenses | $ 1000 | $ 1,200 | $ (200) |
| B-50 · 2019 Congress Expenses | $ 0 | $ 0 | $ 0 |
| B-60 · Valley Forge Contest Expenses | $ 500 | $ 4,200 | $ (3,700) |
| B-70 · Richard F. Locke Award | $ 1,500 | $ 1,250 | $ 250 |
| **Total Committee Expenses** | **$ 11,633** | **$ 25,230** | **$ (13,597)** |
| **Program Expenses** |  |  |  |
| C-45 · California Compatriot Expenses | $ 1,194 | $ 1,600 | $ (406) |
| C-49 · CASSAR Flag Expenses | $ 0 | $ 150 | $ (150) |
| C-50 · Congress Hospitality Suite | $ 405 | $ 750 | $ (345) |
| C-51 · Color Guard Cmdr. Flags & Streamers | $ 0 | $ 1,250 | $ (1,250) |
| **Total Program Expenses** | **$ 1,599** | **$ 3,750** | **$ (2,151)** |
| **Other Operating Expenses** |  |  |  |
| E-01 · Annual Dues to NSSAR | $ 49,575 | $ 51,275 | $ (1,700) |
| E-02 · LM Dues to Chapters | $ 2,860 | $ 2,850 | $ 10 |
| E-03 · Filing Fees | $ 80 | $ 100 | $ (20) |
| E-10 · General Liability Insurance | $ 0 | $ 365 | $ (365) |
| E-11 · D&O Liability Insurance | $ 0 | $ 265 | $ (265) |
| E-25 · Software and Computer Supplies | $ 0 | $ 0 | $ 0 |
| E-30 · Storage Rent & Supplies | $ 0 | $ 750 | $ (750) |
| E-31 · Cloud Storage Fees | $ 0 | $ 200 | $ (200) |
| E-40 · Other CASSAR Expenses | $ 70 | $ 2,000 | $ (1930) |
| E-55 · The SAR Foundation | $ 0 | $ 0 | $ 0 |
| E-70 · Communication Software | $ 0 | $ 600 | $ (600) |
| E-80 · Credit Card Fees | $ 0 | $ 25 | $ (25) |
| **Total Other Operating Expenses** | **$ 52,585** | **$ 58,430** | **$ (5,845)** |
| **Total Operating Expenses** | **$ 66,736** | **$ 92,510** | **$ (25,774)** |
| **Net Operating Surplus/(Deficit)** | **$ 45,832** | **$ 8,469** | **$ 37,363** |
| **E-51 · Transfers to (from) Investment Accounts** |  |  |  |
| **Congress Fund (2136-095)** | $ 2,050 | $ 2,000 | $ 50 |
| **Education Fund (0129-095)** | $ 4,040 | $ 1,600 | $ 2,440 |
| **Permanent Fund (0130-095)** | $ (5,455) | $ 350 | $ (5,805) |
| **Life Member Fund – (2510-095)** | $ (11,041) | $ 3,656 | $ (14,697) |
| **Unallocated Fund (0390-095)** | $ 10,406 | $ 0 | $ 10,406 |
| **Total** | **$ 0** | **$ 7,606** | **$ (7,606)** |
| **Net Surplus/(Deficit)** | **$ 45,832** | **$ 863** | **$ 44,969** |
|  |  |  |  |

Notes to Income Statement:

1. Receipts – Total receipts for the first 9 months of $112,568were $11,589, or approximately 11%, above the annual budget, primarily due to higher than budget Donations of $18,300. Major variances to budget receipts were:

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* 1. Receipts for donations exceeded budget by $17,300. $14,800 was received from Intel (D. Littlefield), $500 received from Chevron (C. Anderson) and LACASSAR donated $3,000.
  2. Reinstatement member fees were $3,705 less than budgeted as fewer members re-joined than expected.

1. Expenses – Total operating expenses for the first 9 months of $66,736 were under budget by $25,774, primarily due to less Committee Expenses ($13,597 under budget) and less Other Operating Expenses ($5,845 under budget.)
2. Transfers To (From) the Investment Account –

The following took place on April 28, 2021:

Take $11,040.57 OUT of the Life Membership Fund (2510-095)

Take $5,455.26 OUT of the Permanent Fund (0130-095)

Put $4,039.53 INTO the Education Fund (0129-095)

Put $2,050.00 INTO the Congress Fund (2136-095)

Put $10,406.30 INTO the Unallocated Fund (0390-095)

|  |  |
| --- | --- |
| **BALANCE SHEET** |  |
|  |  |
|  |  |

The Balance Sheet as of September 30, 2021 shows the following balances:

**Assets:**

Cash and Savings Account – Bank of America $ 62,621

Investment Account – Morgan Stanley $530,015

**Total Assets $592,636**

**Equity:**

Equity Accounts $ 271,558

Retained Earnings $ 321,078

Total Equity $ 592,636

**Total Liabilities & Equity** **$592,636**

**TREASURER ACTIVITIES – 2021**

**Tax and Regulatory Agency Forms Filed for CASSAR**

1. IRS Form 990-EZ with Schedules A, B and O
2. California Form 199 with 12 Attachments
3. IRS Forms 1099 and 1096 – For Youth Awards
4. California Form RRF-1 – Charitable Trust Registration
5. D&O and General Liability Insurance Policies with NIAC.

**National Society Committees**

1. Audit Committee (Since 2020)
2. Oration Committee (Since 2018)
3. America 250 Committee (Since 2021)

**State Society Committees**

1. Oration Committee Chair (Since 2018-2021)
2. America 250 Committee Co-Chair (Since 2021)
3. Color Guard (Since 2014)

**Chapter Society Committees**

1. Brochure Contest Chairman (Since 2017)
2. Color Guard Co-Commander (Since 2019)

Served in 15 events in 2021 including Mt. Vernon

***Chancellors Report: John L. Dodd, Esq.***

*Reported that he has been the CASSAR Chancellor for 20 years and feels it is time for the California Society to begin to look for a replacement.*

***Genealogist Report: Terry Briggs***

*Part of the responsibilities of the California Society Genealogists position is to assist the state registrar in reviewing new member applications – any member that needs assistance, I would be glad to help. Currently the California Society Genealogist tracks the number of new member applications and supplemental applications; as of this meeting, there are 18 pended applications. The California Society is exclusively using the online application process, one of the problems we encounter is when a member enters their linage, they are under the impression that they are submitting their application and are unaware that there is a process of approval once the information is into the system.*

*In addition to the routine duties of the position, the California Society Genealogists also has been working the NSSAR Patriot Research Program where information about our membership is being entered into the system. Presently the California Society has 100% of the Record Copies entered back to 1985 and several other that go back further.*

***Registrar Report: Owen Stiles***

*So far in 2021 the California Society has received 238 applications, 123 have been regular member, 98 have been supplemental, 18 junior members. Currently there are 4 junior members application in process, 38 members in process. All the chapters with the exception of two have submitted applications this year.*

***Historian Report:***

*The California Society is presently looking for a Historian, the position requires that the person attend the Annual Spring Meeting of the Membership each April and the Annual Board of Managers Meeting each November to take notes and minutes of the meeting.*

*The minutes are issued by the state historian and placed onto the CASSAR website and sent to the state secretary 30 to 40 days prior to the annual meetings to be sent out to the Executive Board for review and approval.*

*The Historian receives information from the state secretary and other state members to archive for prosperity.*

*Interested individuals should contact, Robert Taylor or President Brian Stephens.*

***Chaplains Report:***

*The California Society Chaplain was not present at the BOM Meeting and was out of the Country, he was preforming a Christian marriage in Pakistan a Muslim country and asked for our thoughts and prayers for his safety.*

*The California Society has reported twelve (12) death of our fellow members during the months of January 1, 2021 to November of 2021. Our prayers are with the friends and families of each of these members.*

***Surgeons Report:***

*Was not present and no report was sent.*

***Investment Trustees:***

*Will report at Saturday’s meeting.*

***National Trustees Report:***

*Past President Robert Taylor reported that he has attended all of the National Trustee meetings since taking the position.*

***Ten-minute break:***

*Meeting called back to order at 10:19 AM*

*President Brian Stephens called the meeting back to order at 10:19 AM with the Chapter Reports:*

*Central Coast Absent*

***Coachella Valley Chris Cerrillo*** *Coachella Valley reported that they currently active 65 members and 7 applications currently pending. The chapter currently is hosting in person monthly meetings and has approximately 15 to 20 members in attendance. The chapter is active in the Palm Springs Veterans Day Parade.*

*This year the chapter had an active military member pass away that was serving in Afghanistan, which took a toll on the chapter membership.*

*Delta Chapter Absent*

***Eagle Chapter Karl Blackmun*** *Karl noted that he was the chapter secretary and was representing Steve Wright the Chapter President. The Eagle Chapter lost its regular meeting place in 2021 as a result of the COVID 19 pandemic and began in-person meetings at a country club in Murrieta, CA. The cost of the location at the country club was a little too high for the number of members attending the monthly meetings, so the chapter has decided to change the location to a more central place in Fallbrook, with the hope of getting more member attending the monthly meeting. The chapter will host its annual Christmas Party on December 4th.*

***General George Patton Tom Shaw*** *Like so many chapters, the Gen. Geo. Patton Chapter ran into problems when the COVID 19 pandemic hit and caused the chapters to resort to cancelling their routine in person meetings. The chapter was fortunate to have a member with considerable technology knowledge and the GEN Geo Patton Chapter was able to get up and going on ZOOM Meetings rather quickly. The chapter took a look at the past few years and noticed that the membership numbers had been dwindling and so the there is a concerted effort to contact past members and get them reinstated. The program to get members reinstated has been working well for the chapter. The Gen. Geo. Patton Chapter is looking forward to hosting a joint meeting with the Santa Barbara Chapter in the coming months.*

***Gen. Geo Washington Owen Stiles*** *The General George Washington Chapter has been hit hard by the COVID 19 virus which has resulted in apathy of the active volunteer base. The Gen. Geo. Washington Chapter is working toward trying to have more ZOOM meetings to spark greater interest in chapter activities.*

***Gold Country David Gilliard*** *The Gold Country Chapter resumed meetings in the spring and has had reasonable good attendance. The chapter is focusing much of its efforts on getting the poster contest program back up and running. Unfortunately, the chapters registrar has some health issues which has led the chapter in not submitting as many new member applications this year as they would have liked to submit. The next program on the agenda for the chapter is Wreaths Across America.*

***Harbor Chapter Brandon Villardi*** *The Harbor Chapter is experiencing the same challenges as so many of the other chapters, having said that, the chapter has only missed one (1) monthly meeting in 2021 and is now meeting in person, with 18 to 20 members in attendance. The Harbor Chapter has participated in several NSSAR Color Guard events this year and will be participating in Wreaths Across America to honor our service men and women.*

*Kern Chapter Absent*

*Monterey Bay Absent*

***Mother Lode Tom Adams*** *The Mother Lode Chapter is doing fine, the chapter is having in person meetings with about 8 persons in attendance. The chapter is planning to participate in both the poster contest and the brochure contest this coming spring. The Mother Lode Chapter has been working with the Americanism Chairman – Robert Taylor to try and start up the Americanism Program – the anticipated cost of the program is about $200/school and the chapter is looking for donations.*

***Orange County Chapter Philip Mitchell*** *The Orange County Chapter is continuing to grow with its current membership at 175 members with another 12 applications pending. The chapter has been hosting ZOOM meetings and has starting going back to in person meetings again. This year the chapter and the California Society took a large hit with the loss of Jim Blauer, you do not realize how much a person contributes sometimes until he is no longer part of the chapter – Jim is dearly missed by all of us at the Orange County Chapter. I nominated myself to be the Orange County representative for the NSSAR America 250 program and I am looking forward to working with the chapter as the months proceed.*

***Redlands Chapter Shawn Price*** *The Redlands Chapter has been meeting on ZOOM and will resume in person meetings in January 2022. As so many have talked about it has been rough on the chapter, however the Redlands Chapter has taken the opportunity to have speakers from across the country speak at the meetings and has done some innovative things to keep members engaged. The chapter will be participating in Wreaths Across America and has received a $500 donation from the city of Redlands. The chapter has participated in the Poster Contest in the past years, however it has not been as active in the past couple of year; the chapter is ramping up to be more active in this program once again in 2022.*

***Redwood Empire Chapter Bill Nay*** *The Redwood Empire Chapter had been meeting via ZOOM until September, when the chapter started meeting in person. The chapter has seen growth this year and has about 65 or 66 members. The Redwood Empire Chapter is extremely active in the Eagle Scouting Programs, the COVID pandemic was a mixed blessing, as it gave the chapter a chance to reinstate a flag retirement program. This past year was historic for the Eagle Scout Program as the Redwood Empire recognized it first African American Female Eagle Scout. Among the Scouting accomplishments this year, the chapter is planning on participating in the Youth Poster and Brochure Contests. The chapter has also signed the contract for the 2022 BOM meeting in the wine country of Northern California, there will more to come in the months ahead.*

***Riverside Chapter Roger Cooper*** *As the hosting chapter, I want to welcome everyone to the Historic Mission Inn, it has taken many months of planning and not knowing if this day would eventually come with the state of events in county, state and our nation; God willing it has come to pass. The Riverside Chapter held ZOOM meetings with the help of some of our members and went to in person meetings in May of this year. Welcome, and I hope you enjoy your stay at the Historic Mission Inn.*

***Sacramento Chapter Russ Kaiser*** *The Sacramento Chapter was using ZOOM technology to host our monthly meetings with an average attendance of 33 members. The Sacramento Chapter has seen tremendous growth this year with 30 new members, and the chapter has broken more than 200 members. The theme of the day seems to be the lack of being able to get volunteers, the Sacramento Chapter is no different, we are suffering from trying to get members motivated to take on open chapter position. The Sacramento Chapter has a very active Color Guard, however over the past few years there has been a decline in the color guard numbers as our members have aged out, mover or passed away. The chapter realizes we need to get more men active in the color guard.*

***San Diego Chapter Barry Key*** *The San Diego Chapter had been meeting on ZOOM until August when the chapter started meeting in person again. The chapter has a very active Eagle Scout program and JROTC/ROTC program, but we struggle with getting the other youth program up and going, for a lack of volunteers. The San Diego Sea Cadet program is doing well as you might expect, considering where the chapter is located. The chapter is planning an America 250 event on the 4th of July this year. The chapter is especially proud of the fact that is has broken the barrier and now has an America House where the San Diego Chapter can participate in monthly events at a local park.*

***San Francisco Chapter Robert Ebert*** *The group was reminded that San Francisco is where the Society began in the late 1800’s and the San Francisco Chapter was the first chapter. The San Francisco Chapter has difficulty keeping track of who pays their dues, so the chapter has decided to go to an electronic payment system, which has overwhelming agreement between its members.*

*Santa Barbara Absent*

***Silicon Valley Terry Briggs*** *The Silicon Valley Chapter has 115 members and there are a few that are out of state. During the COVID pandemic meeting fell off a bit and the chapter is now doing ZOOM meetings – as the theme of the day seems to be, the Silicon Valley Chapter is having trouble getting volunteers. The chapter is fairly active in the Eagle Scout Program and the JROTC/ROTC program. During the pandemic, the chapter updated its web site.*

***Sons of Liberty – LA David Morrow*** *The Sons of Liberty Chapter has been meeting on ZOOM with a variety of interesting programs for the past year. The chapter has been focusing on membership and has added eight new members in 2021.*

***South Coast Chapter Scott Whitman*** *What a year it has been with the COVID pandemic for the South Coast Chapter. The chapter has seen an increase in its membership, most likely because everyone has been setting home and looking at ancestry and finding out that they have an ancestor that dates back to the Revolutionary War period. The Chapter has been meeting using the ZOOM technology with reasonably good success, our members seem to enjoy the platform; the chapter is now back to in person meetings. The chapters board has reviewed the bylaws to create a Color guard Commander position, something that was not in our bylaws, this was a good thing.*

***Thomas Jefferson Derek Brown***  *Thomas Jefferson Chapter has been having its meeting with a hybrid format. The chapter has an outreach program to the local DAR chapter which has been successful. As has been said several times getting volunteers has been a challenge, having said this, the chapter is ramping up its youth programs in the areas of the JROTC/ROTC and Eagle Scouts and is working towards getting their Color Guard Program to become more active. The chapter will be focusing on the national mentoring program for membership retention this coming year.*

***Yosemite Chapter Randy Dhindsa*** *Randy sent President Brian Stephens an email stating he would be unable to attend the meeting due to a conflict that has arisen and he send his best to the group and hopes that the meeting is successful.*

*Youth Program Reports: Dan McKelvie, the Youth Activities Chairman gave each of the Youth Program chairs an opportunity to briefly share with the Board of Managers what was and is going with their particular programs and areas of responsibility. The following programs gave a report:*

*Brochure Contest Tom Adams*

*Poster Contest David Gilliard (given Nov. 6. 2021)*

*Eagles Scout Bill Nay*

*NSCC/NLCC Bill Nay*

*JROTC/ROTC Brandon Villardi*

*Spirit of America Robert Taylor*

*Valley Forge Teacher Program Robert Taylor*

*Youth Activities Dan McKelvie*

*Dan asked that each committee chair give a short update on their committee;*

*Poster Contest Tom Shaw*

*Eagle Scout Bill. Nay*

*NSCC/NLCC Bill Nay*

*Spirit of America Bob Taylor*

*Valley Forge Bob Taylor*

*Some committee chair submitted a written report to the California State Secretary to be published on the web site, however due to the lack of reports, the reports were not placed on the CASSAR web site and the year-end reports will be placed on the web sited.*

*Committee Reports:*

*America 250 John Ferris*

*California Compatriot Craig Anderson*

*Chief of Protocol Mark Anderson*

*Color Guard Commander Mark Anderson*

*Compliance Officer Don Littlefield*

*Congress Planning John Dodd, Esq*

*D.A.R. Liaison Brian Stephens*

*Flag Committee Jim Klingler and Bill Van Valkenburg*

*Handbook Committee Derek Brown*

*Patriot Research Terry Briggs*

*Wreaths Across America Karl Blackmun*

***Nomination Committee: Chair Robert Taylor***

*The committee met on November 2, 2021 and interviewed the candidates for the open positions. The incumbents all submitted notes of their intentions to remain in their current positions for the coming year.*

*Nomination Committees Endorsements for 2022;*

*President Elect D. Craig Anderson*

*Executive Vice President Jim Klingler*

*Vice President North William Van Valkenburg*

*Vice President South John Ferris*

*Vice President Membership. James Bunker (second year of a two year term)*

*Secretary Fred Schuster*

*Treasurer Kevin Bidenkap*

*Historian Vacant Position*

*Chancellor John Dodd, Esq.*

*Genealogist Terry Briggs*

*Registrar Owen Stiles*

*Chaplain Rev. Lou Carlson*

*Surgeon Dr. Mathew Bowdish*

*Investment fund Trustees*

*Dr. Kent Gregory (2019 – 2022) Stephen Renouf; (2022 – 2023)*

*John Dodd, Esq. (2021 – 2024)*

*National Trustee – Brian Stephens (2022)*

*Alternate National Trustee Craig Anderson (2022)*

***Old Buisness***

***Executive Vice President Craig Anderson Secretary Support Proposal***

*During the 2021 annual meeting, the CASSAR Secretary’s workload was discussed. As the society’s membership has grown over the years, so has the workload of this elected position; current workload estimates for this position range between 1300 and 1600 hours per year (2000 hours is a full-time job). A committee was formed to investigate this position’s workload and make recommendations to reduce the workload of this volunteer position.*

***Committee Recommendations:***

***Recommendation #1:*** *The President should appoint a Deputy Secretary (a non-voting, non-elected officer) to assist the Secretary as needed, and train in all the duties of the Secretary. The deputy secretary will be in a position to run for secretary. Proposed duties of the deputy secretary:*

1. *Change of Officers reports.*
2. *Annual Chapter, CASSAR officer and committee reports.*
3. *Maintain current email contact list.*
4. *Provide Web Site updates to CASSAR IT Chairman.*
5. *Send national roster to chapters for reconciliation (mid-year).*
6. *Assist secretary in preparing chapter year-end reconciliation reports.*

***Recommendation #2:*** *The Meetings and Credentials Committee (including the Executive VP, the President of the chapter hosting the meeting, and others deemed necessary) shall contact the chapters, and maintain a list of all eligible voters, and ensure that all chapters have responded with delegates, chapter presidents/designees, etc. If chapters do not respond, they shall contact the relevant vice presidents north/south to contact the chapter and get any missing information.*

***Recommendation #3:*** *The CASSAR Compliance Officer**shall maintain a list tracking all chapter legal, and SAR compliance items:*

* *Federal IRS Tax Filing (990N)*
* *California FTB Tax Filing (199N)*
* *Charitable Trust Non-Profit Annual Registration Report Form (RRF-1)*
* *Charitable Trust Annual Treasurer’s Report Form (CT-TR-1)*
* *Charitable Trust Non-Profit Raffle Form (CT-NRP-1 and CT-NRP-2)*
* *California Secretary of State, Statement of Information (SI-100)*
* *Whistleblower Policy.*
* *Conflict of Interest/ Code of Organizational Conduct.*
* *Annual Change of Officer Reports.*
* *Chapter Reports for Annual Meeting and BOM Meeting.*

*The Compliance Officer shall provide the CASSAR President with a list of Chapters failing to comply with the above requirements for his action.*

***Information:*** *A Chapter handbook is being created that outlines the reporting expectations and responsibilities of chapter officers including “how to” guidelines on various member transactions that will be published on the CASSAR website.*

***Vice President – South Jim Klingler Tax Proposal***

*Proposal to engage an accounting firm to prepare the annual IRS Form 990 and FTB Form 199 for CASSAR at a cost not to exceed $2,500.*

*Background*

*For the past 12 years, the IRS Form 990 (and Form 990 EZ) and the FTB Form 199 have been prepared by former CASSAR Treasurers Michael Howard and James Klingler at no cost to CASSAR. The CASSAR Treasurer is a volunteer position, and recently the member holding that position stays in the office for 2 years. In addition, as CASSAR has grown over the years, the Forms 990 and 199 have become more complex. As a result, the CASSAR Treasurer may or may not have the accounting background to prepare the Forms 990 and 199.*

*At the 146th Annual Meeting of CASSAR, former Treasurer and current VP South, James Klingler reported that he will get quotes from local CPA firms to file the Forms 990 and 199 for the California Society. Once he has the quotes, he will make a proposal to at the Fall Board of Managers Meeting.*

*VP South Klingler has contacted 3 mid-sized accounting firms to get an estimate of the fees they would charge for preparing the IRS Form 990 and FTB Form 199 for CASSAR. Their estimated fees ranged from $2,000 to $2,500. The CASSAR Treasurer will provide the accounting firm the year-end financial statements and the firm will prepare and file the returns electronically.*

*Recommendation*

*VP South James Klingler recommends to the Board of Managers that CASSAR include in the annual budget for 2022 and future years an expense of $2,500 to pay an accounting firm to prepare the IRS Form 990 and FTB Form 199. The accounting firm recommended by VP South Klingler is Singer Lewak in Irvine, CA.*

***Vice President – South Jim Klingler Chapter Insurance***

***Youth Activities Dan McKelvie Youth Protection Training***

*Reminded the Board of Managers that anyone in the Color Guard or Youth Programs at the state level or in our chapters must take the NSSAR Youth Protection Training provided on the national web site. NSSAR keeps track of who takes the program and when the individual needs to renew their training. It does need to be noted that individuals working with Boy Scouts should take both the NSSAR Training program and the Boy Scouts Training Program since Boy Scouts of America does not recognize the NSSAR Program.*

***Chancellor John Dodd, Esq.***

*Reminded everyone that Jim Blauer was an avid collector of Revolutionary War book and he left his collection of books to the Orange County chapter; the Orange County chapter has put together a few boxes of books to sell and they are located at the back of the room for a small donation of $50 per box. Many of the books sell retail for $25 or $40 each and are like new.*

***Saturday November 6, 2021***

*Before calling the meeting to order, CASSAR Color Guard Commander Mark Kramer made an announcement to the members of the Color guard present.*

*President Brian Stephens called the meeting to order at 9:04 AM*

*Past Robert Taylor was asked to do the invocation.*

*Phil Henshaw of the San Diego Chapter led the Pledge of Allegiance to the American Flag.*

*CASSAR Registrar led the S.A.R Pledge.*

*President Brian Stephens welcomed all of the National Guest to the 146th Board of Managers Meeting, Saturday morning meeting.*

*Past NSSAR President General Joe Dooley made a few remarks regarding the support that the California Society has given to the publishing of Academic Papers. The California Society has supported the program since 2010 when the NSSAR society first entered the program.*

*President Brian Stephens introduced the candidates for national offices, each candidates had three (3) minutes to make remarks.*

*The candidates the California Society has voted to endorse after a period of discussion are:*

*President General: C. Bruce Pickett*

*Secretary General John L. Dodd, Esq*

*Treasurer General Dr. Darryl Addington*

*Chancellor General Michael Elston, Esq*

*Genealogist General Robert Fish*

*Registrar General Allen Greenly*

*Historian General Brooks Lyles*

*Librarian General J. Fred Olive III*

*Surgeon General Keith A. Weissinger*

*Chaplain General no endorsement from the California Society*

*Foundation Board PG Davis Wright, Esq*

*Daniel McKelvie*

*President Brian Stephens sent an email of endorsement to President General Jack Manning on November 8, 2021. President General Jack Manning acknowledged the endorsement on November 9, 2021 – with a copy of the acknowledgment to the California Society Secretary – Fred Schuster.*

***Reports***

*Audit Committee: Executive Vice President Craig Anderson*

*The treasures record was audited and two (2) minor discrepancies were found and corrected. The audited committee moves to accept the audit results.*

***Bylaws Committee Report:***

*Amendment to the 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 two-thirds vote of the chapters present and voting at the meeting.*

***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.*

*Rational:*

*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.*

***Proposal No. 2***

*Current:*

Bylaw 5, No. 2(i)

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:

Bylaw 5, No. 2(i)

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 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.

*Rational:*

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

***Proposal No. 3***

*Current:*

*Bylaw 4, Section 4(b):*

*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:*

*Bylaw 4, Section 4(b):*

*Section 4(b) The secretary, on receipt of the approved new member, supplemental and youth applications and certificate, shall process the applications, sign the certificate, and forward to the new member chapter secretary package to the president for his signature and forwarding it to the new member’s chapter secretary. 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 transaction.*

***America 250 Program: Dave Gilliard***

*CASSAR is going to have the America 250 program put on different TV public service broadcast after January 1, 2022.*

***Outstanding Chapter Award Proposal:***

*Proposal: Dr. Kent Gregory:*

The *Outstanding Chapter Award* would be an annual program to recognize and honor CASSAR Chapters who have actively participated in SAR programs and demonstrated effective Chapter administration. It is not a contest, and potentially every chapter in the state could qualify and receive the award. The *Outstanding Chapter Award* is based upon specific criteria which each chapter must meet to be eligible for the award. It is attainable by both small and large chapters in rural or urban locations. A one-page checklist is all that is required for application. The regional CASSAR Vice Presidents could assist in completing the application forms.

Administration of the award could be assigned to the CASSAR Immediate Past President or the CASSAR Chapter Activities Chairman.

Award:

*Outstanding Chapter Award* Certificate

Prominent Recognition on the California Society Website, and in the California

Compatriot Newsletter

***Program Requirements:***

During the calendar year,

*\_\_\_\_* the Chapter had at least 9 monthly meetings

\_\_\_\_ the Chapter held an election for chapter officers and updated the officers listed on the CASSAR Website.

\_\_\_\_ the Chapter participated in at least three SAR Youth Programs

\_\_\_\_ Americanism Elementary School Poster Contest

\_\_\_\_ Middle School Brochure Contest

\_\_\_\_ High School Knight Essay Contest

\_\_\_\_ High School Rumbaugh Oration Contest

\_\_\_\_ Eagle Scout Scholarship Contest

\_\_\_\_ Eagle Scout Recognition Certificates

\_\_\_\_ Outstanding JROTC Cadet Contest

\_\_\_\_ JROTC/ROTC or Sea Cadets Recognition Medals

\_\_\_\_ Spirit of America Award

\_\_\_\_ Valley Forge Teacher Program

\_\_\_\_ Patriot Chest or other Presentations to Schools

\_\_\_\_ Children of the American Revolution Activities

\_\_\_\_ SAR Youth Protection training completed by members who interact with youth

\_\_\_\_ the Chapter participated in at least three patriotic events

\_\_\_\_ presented an SAR Flag Certificate

\_\_\_\_ presented a Public Safety award

\_\_\_\_ presented a Veteran award

\_\_\_\_ placed American Flags on Veteran’s Graves

\_\_\_\_ handed out American Flags at a community event

\_\_\_\_ participated in Wreaths Across America

\_\_\_\_ participated in a Memorial Day event

\_\_\_\_ participated in an Independence Day event

\_\_\_\_ participated in a Veteran’s Day event

\_\_\_\_ participated in an SAR Color Guard event

\_\_\_\_ other patriotic event \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*\_\_\_\_* the Chapter filed its Reconciliation Report with the CASSAR Secretary by January 5th, and subsequently submitted the annual CASSAR and NSSAR dues.

\_\_\_\_ the Chapter submitted a written report for the Spring Meeting Book.

\_\_\_\_ the Chapter filed governmental reports

\_\_\_\_ IRS Form 990-N filed electronically

\_\_\_\_ CA Franchise Tax Board Form 199 filed electronically

\_\_\_\_ CA Attorney General, Forms RRF-1 & CT-TR-1

\_\_\_\_ CA Secretary of State, form SI-100

*The Program is not a competition, all chapters. Program will start in January 2022 and first certificates will be presented at the Spring meeting in 2023.*

*Motion was made and seconded, to accept the program after some floor discussion, the motion passed with two descending votes.*

***Budget Adoption Executive Vice President Craig Anderson***

*The 2022 Operating Budget was presented to the Board of Managers. There were a few modifications from the previous year. There were three (3) addition to the budget:*

1. *$2500 for America 250*
2. *$2500 Tax Preparation – presentation was given on Nov 5, 2021 by vice President South Jim Klingler.*
3. *$3000 Freedom Foundation - Youth Program*

*Four (4) chapter; Sacramento, LA, Orange County and San Diego.*

*Motion to adopt the budget as presented was made; the motion was made and seconded and passed.*

***SAR Museum Artifact Donor Program***

*Dr. Kent Gregory, talked about the donor program and that he has a list of items that can be donated, if a member wants to donate an item, they can contact Kent for the items that are available for donation.*

***Obsolete Items Stored: Derek Brown***

*Derek made inquiries to see if the PA System that is in storage could be repaired. It has been determined by an independent company that the PA system is too old and too expensive to repair. The recommendation is that CASSAR should dispose of the PA system and take the PA system off the books.*

*Motion was made by Don Littlefield and seconded by Owen Stiles-motion passed. Derek Brown will take care of disposing of the system.*

***Handbook Report: Derek Brown***

*Derek Brown reported on the preparation of the CASSAR handbook that has been undergoing reviews since August 2021. It is expected that the handbook will be completed and uploaded to the CASSAR web page in early January 2022 and would be updated approximately annually following the annual CASSAR meeting in April of each year.*

***New Certificate for Patriotism: Phil Mitchell***

*Create a CASSAR Certificate for America 250 – America Patriotism. Orange County President Phil Mitchell, after consulting with Chaplain Lou Carlson and Treasurer John Ferris, made a motion to have the California Society create an American 250 – America Patriotism Certificate which recognizes companies and organizations which display outstanding patriotism that is above just displying the American Flag.*

*Motion was made and seconded, motion was passed.*

*President Brian Stephens to appoint a committee to design the certificate, and who should sign the certificate.*

***Multi-Media Award President Brian Stephens***

*The SAR for a long time has Youth Awards for the written word, and spoken word, in the form of Essay and oration contests. The Poster Contest covers the visual arts: but there is nothing in our toolbox for multi-media. Many youth today create content for social media platforms such as Tic Toc, You Tube, ect.*

*The Council of State Presidents is working with the NSSAR Youth Programs Chair to explore the idea of a state level award for multi-media. Very similar to the existing Orations and /essay Contests. There is a draft version of the contest rules ect. And I am looking for input and for someone who would like to consider being the California Society Cahir for this program. I think this would be a great opportunity for the California Society to be a leader and to involve even more young people in our Youth Programs.*

*There was overwhelming consent to support the program from the floor.*

***Create a task Force to increase Life Members fees to Chapters from $10 to $15.***

*Dr. Kent Gregory made a motion for President Brian Stephens to appoint a Task Force to calculate how much money would be needed to transfer to the Life Member Fund from the unallocated funds of the California Society to sustain chapter dues reimbursement at $15. The task force will present a report at the CASSAR Annual Spring Meeting of the Membership in April.*

*Rational: For several years, CASSAR has been distributing only $10 per life member for chapter life member, membership dues to protect the integrity of the Life Membership Fund balance. Presently the California Society’s Unallocated Fund has a balance of $115,258.30 as of September 2021. There are presently 287 California Life Members.*

*Dr. Kent Gregory made the motion to create the Task force, Jim Klingler seconded the motion.*

*Motion Carried.*

***Awards:***

Bronze Sesquicentennial Recondition Award

California Society Silver Roger Sherman Award Terry Briggs

California Society Silver Roger Sherman Award Craig Anderson

California Society Meritorious Service Award John L. Dodd Esq.

California Distinguished Service Award Mark Kramer

Liberty Medals and Oak Leaf Awards Kerry Allen

Liberty Medals and Oak Leaf Terry Briggs

Liberty Medals and Oak Leaf Derek Brown

Liberty Medals and Oak Leaf Michael Chakurian

Liberty Medals and Oak Leaf David Cofer, Jr.

Liberty Medals and Oak Leaf Jim Fosdyck

Liberty Medals and 3 Oak Leaf Dr. Kent Gregory

Liberty Medals and Oak Leaf David Grinnell

Liberty Medals and Oak Leaf Sgt. Russ Haynes

Liberty Medals and Oak Leaf Leon Smith

Liberty Medals and Oak Leaf Eddie D. Smith

Liberty Medals and Oak Leaf Owen Stiles

**Guest Speakers**

David Morrow Sons of Liberty – LA Chapter

Janey Moffitt Valley Forge Teacher – 4th Grade Teacher from Rocklin Academy, Rocklin, CA sponsored by Gold County Chapter.

***Future Events***

*146th Annual Spring Meeting of the Membership*

*Executive Vice President Craig Anderson talked about the 147th Annual Spring Meeting of the Membership and that is it will be held at the Sacramento, Holiday Inn on ‘April 21-23, 2022. Room cost is $129 and the reservation information is on the CASSAR website.*

*132nd SAR Annual Congress*

*Treasurer General John Dodd, ESQ spoke about the 132nd Annual Congress to be held in Savannah, GA July 9, 2022 through July 15, 2022. Room reservation need to be made early and the rooms in the primary hotel may already be filled.*

*147th Board of Managers Meeting*

*Vice President North Bill Van Valkenburg announced that the contract has been signed for the Fall 2022 Board of Manager Meeting to be held November 3, 2022 through November 5, 2022 in ‘Rohnert Park, CA. Room are $139/night which is extremely inexpensive for wine country.*

*President Brian Stephens adjourned the 146th Annual Board of Manager Meeting and turned the floor over to Vice president General, of the Western District Charles Smith.*

***Western District Meeting***

*Vice president General, of the Western District Charles Smith called the Western District, Sons of the American Revolution Meeting to order.*

*A motion was made to endorse the national officers’ candidates;*

*President General: C. Bruce Pickett*

*Secretary General John L. Dodd, Esq*

*Treasurer General Dr. Darryl Addington*

*Chancellor General Michael Elston, Esq*

*Genealogist General Robert Fish*

*Registrar General Allen Greenly*

*Historian General Brooks Lyles*

*Librarian General J. Fred Olive III*

*Surgeon General Keith A. Weissinger*

*Chaplain General no endorsement from the California Society*

*Foundation Board PG Davis Wright, Esq*

*Daniel McKelvie*

*Motion passed.*

*Motion was made to adjourn the Western District Meeting.*

*Motion Carried*

*Robert Taylor said the Benediction to close the 146th Annual Board of Managers Meeting and the Western District Meeting.*

*Derek Brown said the SAR Recessional to close the 146th Annual Board of Managers Meeting and the Western District Meeting.*