

**BY – LAWS
COLUMBIA-MID HUDSON VALLEY SAR CHAPTER
FEBRUARY 17, 1971
REVISED & RATIFIED OCTOBER 7, 2006**

I - Name of Chapter

The name of the Chapter shall be:

**Columbia–Mid Hudson Valley Chapter SAR
(Sons of the American Revolution).**

II – Objectives

The objective of the chapter shall be as stated on the membership card issued by the Empire State Society, SAR, to wit:

- To perpetuate and preserve the memory of the American Revolutionary War heroes.
- To promote fellowship among their descendants.
- To inspire more profound reverence for the principles of government they founded.
- To encourage research and study of American History.
- To mark the scenes of the American Revolution by appropriate memorials.
- To celebrate each year the prominent events of the war.
- To foster true patriotism.
- To maintain and extend the institution of American FREEDOM.

III - Insignia

The insignia shall be as established by the Empire State Society:

- A cross surmounted by a circle and a rosette.

IV – Membership

1. Any man eighteen years or older, acceptable by the National and Empire State Societies, shall be eligible for regular membership in this chapter.
2. Men, eighteen years or older, who the membership committee believes to be wholeheartedly in sympathy with and willing to support the stated objectives of the chapter, may be recommended to the membership of the chapter for election as associates. Proposals may be made at any meeting by the membership chairman. Election shall be by 2/3 vote of the members at the next regular meeting. Associates may speak on any subject and vote on any matter pertaining to the chapter. They shall not be eligible to hold any office except as committee members.
3. No man shall be eligible to associate membership who is eligible by reason of his ancestry for regular membership.

V - Officers

1. The officers shall be of two classes, elected and appointed.
2. The elected officers shall be: a. **President**, b. **Vice President**, c. **Secretary**, d. **Treasurer**.
3. They shall be elected for terms of two years and may be reelected as many times as may seem advisable to the chapter membership
4. The appointed officers shall be the a. **Registrar** b. **Historian** c. **Chaplain**.

5. They shall be appointed by the Board of Managers to serve at least two years, preferably longer, at the pleasure of the officers and the Board.
6. The election of officers shall be elected by a mail in or electronic mail vote by all eligible members before the first meeting of the new year. The nominating committee, which will be appointed at the last regular meeting of the previous year, will be responsible for the mail in or electronic mail ballots to be distributed out a minimum of 40 days prior to the first meeting. At that first regular meeting the results will be announced by the presiding officer They shall take office at once.
7. Appointed officers shall be selected as required by the President.
8. The elected officers, including last past president shall constitute the Board of Managers.

VI – Standing Committees

1. The chapter shall have standing committees appointed by the President every two years no later than the second meeting. They shall be:
 - A. An Eagle Scout Essay Committee of one or two members.
 - B. The George and Stella Knight Essay Committee of one or two members.
 - C. The Joseph S. Rumbaugh Historial Oration Contest Committee of one or two members.
 - D. Any other committee deemed necessary in the future.
2. There shall be a finance committee composed of the President, Vice President and Secretary.

VII – Duties and Responsibilities of Officers

- 1 The **President** shall preside at all meetings of the chapter and Board of Managers and exercise the usual function of a presiding officer. He shall appoint committees as in VI above and any other special or temporary committee that may be necessary. He shall be a member, ex officio, of all committees except the nominating committee.
- 2 In case of any question of order at any meeting, Robert’s Rules of Order shall govern. The President shall have a copy thereof.
- 3 The **Vice President** shall assist the President in the discharge of his duties, and in his absence to preside.
- 4 The **Secretary** shall keep the minutes and records except those pertaining to the Registrar. He shall, with the President and Treasurer, sign all contracts and issue notices for all meetings of the chapter and Board of Managers. He shall have custody of the seal and perform the usual duties of the office. .In the absence of the President and Vice President he shall preside. Minutes of all regular meetings will be distributed by mail or electronic mail to all members in a timely fashion.
- 5 The **Treasurer** shall collect all fees, dues and other funds of the chapter, deposit same in the name of the chapter in a commercial bank, approved by the Board of Managers and withdraw the same only by his check (counter signed as the Board of Managers shall prescribe) for payments to be made by the Board of Managers or chapter. He shall also submit a brief account of receipts and expenses at each spring meeting of the chapter. The Treasurer shall furnish from time to time such information relative to the funds of the chapter as either the chapter or Board of Managers may require. He shall preside in the absence of the other three higher officers. He shall send out notices of dues on or before October^{1st} with follow-up by December 1st notifying the membership committee chairman of delinquents before January 1st. Upon request to the Board of Managers, they may appoint an assistant for his duties.
- 6 The **Registrar** shall examine all the applications for membership to see that they seem to be complete, properly signed, and accompanied by initiation fees. He shall properly transmit acceptance of new members to the Secretary.
- 7 The **Historian** shall collect and file with the Registrar such historical data as may be brought to his attention concerning battles and incidents of the American Revolution and events leading up to that war, with particular reference to occurrences within the confines of the Mid- Hudson Valley Counties, Columbia, Greene, Dutchess and Ulster. He shall edit and prepare for publication such historical addresses, essays, papers and other documents as the chapter or its Board of Managers shall require. He shall keep a record of all celebrations of the chapter and transmit an account of the sale of the same to the Society’s magazine for publication, when appropriate.

- 8 The **Chaplain** may be a regularly ordained minister and shall perform such duties as ordinarily appertain to his office. When unable to be present at any meeting a substitute shall be appointed by the presiding officer.
- 9 The **Board of Managers** shall superintend the interest and affairs of the chapter, carrying on any business of the chapter not specifically reserved to the general membership, ordering the payments of debts incurred under authority of the chapter membership. The minutes of the Board shall be submitted to the chapter unless specifically excused by unanimous consent of the members present. The Board shall meet where and as called by the President or any two officers. Any member of the chapter may attend and speak at meetings of the Board. The Board shall be responsible for the public image of the chapter. They shall take whatever steps they deem advisable, after approval of the general membership at any duly constituted meeting of the chapter to maintain or improve said image. The Board with the chairman of the membership and entertainment committee shall be primarily responsible for the chapter program for the year. If an elected officer is unable to fulfill his duties or responsibilities for any reason, the Chapter Board of Managers will appoint a replacement for the interim until the next election. They shall meet before the March meeting of the chapter to set up the schedule for the following twelve months. Programs may cover any of the objects of the chapter including fellowship. One meeting on some Revolutionary War data may well be a joint meeting with the DAR. Open educational meetings are to be encouraged.
- 10 The **Finance Committee** shall arrange for such audits of the Treasurer books as it deems advisable.

VIII Meetings

1. Meetings shall be held as designated by the Board of Managers exceptions as below. There shall be at least two or more meetings per year.
2. The last meeting of the year shall be held at which the Board of Managers shall present a tentative program and budget to cover it for the following year. Program and budget, to be effective, shall be approved by the chapter. Item by item if desired by the members.
3. The nominating committee, previously appointed by the President, shall present its report at the December meeting. No active elected officer may serve on this committee (but may make suggestions).
4. Special meetings may be called by the President or two members of the Board of Managers or by five percent of the chapter. The Secretary shall give at least 15 days notice, by mail, to each member of the chapter of the special meeting, stating the day, hour, place and the business for which the meeting is called and no other business shall be transacted. All meetings of every kind shall have an agenda prepared in advance. Agendas for the chapter will always start with a prayer and a salute to the flag. Suggested agendas are appended.

IX – Fees and Dues

1. The initiation fee for the chapter, shall be three dollars, payable, in addition to the initiation fees required by the Empire State and National bodies, with the application for membership.
2. Initiation fees for CAR members, brothers, children grandchildren and nephews, applying before their 25th birthdays come in at a reduced rate or without charge depending upon State and National rules at the time. The chapter shall waive any claim to initiation fees in these cases.
3. The dues to this chapter, are currently ten dollars as of October 2005, may be changed by a 2/3 vote of the members at the December meeting. National, State and Chapter statements of dues will distributed by electronic mail and / or by mail.
4. Dues for a new member's first year shall be prorated according to the current rules of the State and National Societies.
5. Since the dues may be changed from time to time at the pleasure of the members, there shall be no special assessments for any purpose.
6. Dues shall be payable no later than January first of each year.
7. Members who have not paid their dues by the following February 1st of the year shall be considered delinquent, and may neither vote or hold office. Members who have not paid by July 31st shall be dropped from the rolls. A member who has resigned or been dropped for nonpayment of dues, and

wishes reinstatement shall pay a reinstatement fee as fixed by the State Society plus a dollar fee to the chapter, plus the current year's dues.

X – Quorums

1. One fourth of the membership shall constitute a quorum, providing one or more of the Board of Governors be present.
2. Three members of the Board of Managers shall constitute a quorum.
3. Other committees shall establish their own quorums.

XI - Agenda for Regular meetings

1. Call to order.
2. Prayer by Chaplain or designated substitute.
3. Salute to Flag.
4. Reading minutes of previous meeting and any correspondence.
5. Call for minutes of the last meeting of Board of Managers.
6. Treasurer's report and bills payable.
7. Reports of committees and officers.
8. Consideration of Associates for election.
9. Old business.
10. New business, suggestions for new projects.
11. Setting date and place for next meeting.
12. a. Program, except in December and first meeting of the year
b. At the December meeting, consideration of the budget and tentative programs.
c. At the first regular meeting of the year, election of officers.
13. Adjournment.

Upon suggestion of the presiding officer and 2/3 vote of the members present, any or all items 4, through 10 may be referred to the next meeting of the Board of Governors for action.

XII - Amendments

These by-laws may be amended by 2/3 vote of the members present at any meeting, provided that the amendments have been presented to a previous regular meeting, held at least thirty days before, and have been distributed by mail, electronic mail or in person to every member of the chapter not less than fifteen days before being called to a vote

.These original by-laws were adopted unanimously by membership, dinner meeting at Kozel's on February 17, 1971.

The revised by-laws slightly amended and were adopted unanimously by membership luncheon meeting at Red Hook Inn, Red Hook, New York on October 7, 2006.



Rodney S. Andrews, President