

# The Gold Country Chapter 7

(Formerly the Auburn Chapter)

## SONS OF THE AMERICAN REVOLUTION

### BYLAWS

#### ARTICLE I

##### Chapter and Location

1. The Gold Country Chapter (herein termed Chapter) is chartered by the California Society, (herein termed CASSAR) and the National Society, Sons of the American Revolution (herein termed NSSAR) and shall maintain its principal location in the Counties of Placer and/or Nevada in the State of California.
2. The official address of the Chapter shall be designated as the address of the elected Secretary.

#### ARTICLE II

##### Membership

1. Chapter members are direct lineal descendants of patriots who participated in establishing American Independence, as determined by the NSSAR and CASSAR.
2. Membership in good standing in the Chapter shall continue as long as all annual dues, NSSAR, CASSAR, and Chapter, are paid in full.
3. The privileges of holding office and voting shall belong to all Chapter members in good standing. Each member shall be entitled to one vote, which must be exercised in person by the member. There shall be no proxy or cumulative voting.
4. Application for membership may be made to any officer of the Chapter and all required questionnaires or other forms shall be completed. Members may reside in any geographical locality. A request for transfer to or from the Chapter shall be made in writing to the Chapter Secretary.
5. Membership shall be subject to acceptance by the CASSAR and thereafter by the NSSAR.
6. Prospective members, members of other SAR Chapters, Youth Registrants, and/or men not meeting the above requirements may join the Chapter as an "Associate" Member.
  - a. Associate Members must be recommended by a member of the Chapter.
  - b. Associate Members must pay the current Chapter dues.

- c. Associate Members may not hold an office but may serve on Chapter committees.
- d. Associate Members do not have voting privileges.
- e. Associate Members are encouraged to bring their wives and/or other guests to Chapter meetings. They are encouraged to participate in all Chapter programs, including, but not limited to the Gold Country Chapter Color Guard and Historic Flag Program

### **ARTICLE III**

#### Officers

1. The officers of the Chapter shall be President, First Vice President, Second Vice President, Secretary, Treasurer, Registrar, Historian, Chaplain, Genealogist and Chancellor.
2. Chapter officers shall be elected from the Chapter membership and shall serve a two (2) year term; said Chapter officers may be elected to the same office for no more than three (3) consecutive terms.
3. The Executive Committee may appoint an Editor of "The Forty-Niner," Member-at-Large, Assistant Registrar, Recording Secretary, Quartermaster, Color Guard Captain, Web Master, Audit Committee, Nominating Committee and other such officers or committees as they deem necessary.
4. The President shall preside over all meetings of the membership. He shall recommend activities that will be undertaken by the Chapter during his term of office.
5. The First Vice President - "Meetings" shall function as President in the absence of the President, or upon the President's inability to act, and shall oversee the arrangements for the Chapter's meeting place and guest speakers.
6. The Second Vice President - "Programs" shall oversee all of the various Chapter programs. These include, but are not limited to, the Annual Awards Program, Eagle Scout Program, Historic Flag Program, Knight Essay Program, Poster Contest Program, Valley Forge Program, ROTC/JROTC Recognition Program and CASSAR Contest Program.
7. The Secretary shall keep and maintain a complete record of the proceedings of the Executive Committee and of the Chapter meetings. He shall keep and maintain all membership rolls, which include Membership, Associate Members, Ladies Auxiliary, Junior Members and Youth Registrants; he shall keep the State and National Societies informed of all changes to membership; prepare and mail annual dues letters to the membership; prepare and submit the Chapter's Annual Membership Report to the State Secretary; receive and send all Chapter correspondence.
8. The Treasurer shall receive and deposit all funds of the Chapter in such accounts that shall be selected by the Executive Committee. He shall also receive member's annual dues payments and keep the Secretary up to date. On a monthly basis, the Treasurer shall provide a copy of the monthly bank statements to the Chapter Secretary.
9. The Registrar shall review and record all applications for membership in the NSSAR and prepare them for submittal to the CASSAR.

10. The Genealogist shall maintain the Chapter's genealogical library and materials, oversee the preparation of all applications submitted to the Chapter and shall act as the Chapter's Membership Chairman. The Genealogist shall also prepare and have new member packets available when new members are inducted into the Chapter
11. The Chaplain shall be prepared to offer an Invocation and Benediction in connection with any regular or special meeting of the membership. The Chapter Chaplain may be assigned such other duties by the President as will improve the spiritual well-being of the Chapter members, such as visiting the sick, shut-ins, etc.
12. The Historian shall keep such records of material to preserve the overall history of the Chapter.
13. The Editor shall be responsible for the monthly publication of the Chapter Newsletter, which shall be titled "The Forty-Niner". Items of major interest including meeting dates and places, Chapter activities and meeting minutes shall be included in the publication.
14. The Quartermaster shall be responsible for the safe keeping of the Chapter's flags, the Chapter's Historic Flag Collection, and shall have them available for use at Chapter functions. The Quartermaster shall also be responsible for the care and safekeeping of all Chapter assets. He shall keep and maintain current inventories of those assets and provide copies of all inventories to the executive committee.
15. The Web Master shall be responsible for maintaining the Chapter's web site. This includes, but is not limited to, resolving technical problems, updating with online chapter information, posting the current edition of "The Forty-Niner", Chapter Calendar and the minutes of Chapter meetings to the web site.
16. The Recording Secretary, under the direction of the Chapter Secretary, shall be responsible for recording the minutes of all regular meetings of the chapter and shall transmit a draft of the minutes within 2 (two) calendar days following the meeting to the Chapter Secretary for further handling.
17. The Chancellor shall be an attorney at law and it shall be his duty to give opinions on legal matters affecting the Chapter when such questions are referred to him by the Executive Committee. He shall act as the Chairman of the Bylaws Committee.
18. The Color Guard Captain shall be in charge of the Chapter's Color Guard at all parades and public events. He shall be responsible for the Color Guard Calendar and shall keep the Executive Committee informed of all coming events involving the Color Guard.

## **ARTICLE IV**

### Executive Committee

1. An Executive Committee shall be vested with the powers of the Chapter when it is not in session. The Executive Committee shall be composed of the Chapter President, First Vice President, Second Vice President, Secretary, Treasurer, Registrar, Historian, Chaplain, Genealogist, Chancellor, Editor of "The Forty-Niner," Color Guard Captain, and a Member-at-Large. The Editor of "The Forty-Niner," Color Guard Captain and Member-at-Large shall serve at the discretion of and be appointed by the Executive Committee. The immediate Past President shall be an Ex-Officio voting Member.

2. Fifty percent, or a minimum of five, of the sitting members of the Executive Committee, shall constitute a quorum for the transaction of business.
3. The Executive Committee shall meet upon the call of the President. Committee members shall be given at least a one-week notice before the date of any meeting.
4. A Special Meeting may be called by any officer in writing, and it shall take place, if agreed upon by at least three officers. Such call shall be filed with the Chapter Secretary.

## **ARTICLE V**

### Chapter Meetings

1. The Chapter shall meet monthly at a time, day and place to be arranged by the Executive Committee.
2. At all meetings of the Chapter membership, seven voting members shall constitute a quorum.
3. Chapter business shall be conducted under the latest adopted version of Robert's Rules of Order.
4. Special meetings of the Chapter may be called at any time by the President, or in response to the written request of ten members, and with written notice of time and place mailed to all members in good standing at least seven days prior to such special meeting. The meeting shall be called for one specified purpose.
5. The Chapter shall hold its annual meeting for the election of officers and for the transaction of other business at the November meeting on odd numbered years. The installation of the elected officers shall be made at the following December meeting. Advance notice of the time and place of the annual meeting shall be given by mail and/or electronic mail to all members in good standing at least seven days prior to the meeting.
6. At any and all meetings, a full record of the proceedings shall be maintained by the Chapter Secretary. If he is absent or unable to perform his duties, the Chapter President or the Presiding Officer at the meeting shall appoint a temporary Secretary.

## **ARTICLE VI**

### Committees

1. The Executive Committee is identified in these Bylaws in Article IV
2. Other Committees shall be general, standing or special.
3. The General Committees are: Membership, Finance, and Program.

4. Standing Committees are: Bylaws, Valley Forge Project, Historic Flag Project, Knight Essay Contest, Eagle Scout Recognition & Scholarship Program, ROTC/JROTC Recognition Program and Elementary School Poster Contest.
5. Special Committees may be appointed at any time by the President who shall define their purpose and their objectives. Special Committees may be appointed from representatives of allied organizations to assist in the work and proceedings of the Chapter. No Committee shall be composed exclusively of Associate members as defined in Article II, Item 6 of these bylaws.
6. The Membership Committee shall be concerned with all phases of recruiting, retention and reinstatement of membership of the Chapter.
7. The Finance Committee shall plan for the financial undertakings of the Chapter and shall consider the ratio of income to expenditures in all activities.
8. The Program Committee shall plan for the program of all regular Membership meetings in the matter of entertainment and education. Non-members, at the discretion of the Committee, may be invited to address the meetings.
9. At least two auditors shall be appointed annually to constitute an Auditing Committee to certify, after review, the accuracy of the accounts in all particulars. The Auditors may at any time discuss any phase of its duties with the Treasurer.
10. The Nominating Committee shall be composed of a minimum of three (3) members in good standing. The Chairman of the Nominating Committee shall be the Immediate Past President. The Executive Committee shall appoint a minimum of two (2) additional members. Should the Immediate Past President not be able to serve, the Executive Committee shall appoint a Chairman to fill his position. The duties of the Nominating Committee are to interview and recommend to the Membership qualified candidates for all elective offices.

## **ARTICLE VII**

### Miscellaneous

1. The Chapter President shall represent the Chapter at the annual and midwinter meetings of the Board of Managers of the CASSAR. The First Vice President shall be the alternate to attend the State Meetings with the President. If the President cannot be present, the First Vice President will serve as Acting President of the Chapter. In the event either the President or First Vice President can attend, the President shall appoint a Chapter member to act in his place.
2. No officer or member shall officially represent or obligate the Chapter, either financially or otherwise, without advance approval of the Executive Committee of the Chapter.
3. The calendar year of the Chapter shall be January 1 through December 31 of the same year.
4. Annual dues are due and payable to the Chapter Secretary by the fifteenth day of October and are delinquent after the fifteenth day of December of each year. The Executive Committee shall establish the amount of the dues.

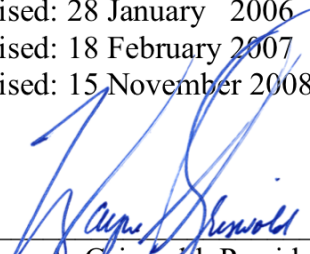
5. An active member of the Chapter may resign his membership or any office held by him, either orally or by written notice mailed to the Secretary of the Chapter. It shall become effective upon acceptance by the Executive Committee.
6. A former member of the Chapter may be reinstated to membership upon his application to the Chapter and upon his payment of such dues and fees as are required at the time by the Chapter, CASSAR and NSSAR.
7. The Chapter shall file a written report of the election of officers by the first day of January of each year with the Secretary of the CASSAR.
8. The Chapter may, by a two-thirds vote of the members present at a meeting attended by a quorum of its voting membership, for cause and after impartial hearing, declare a vacancy in any office, and fill such vacancy for the remainder of the term of such office. In the case of a vacancy in the office of President, the First Vice President shall be designated to fill such vacancy.
9. In the event of an officer's inability to perform the duties of his office, the Executive Committee may determine the probable length of such inability and appoint a member to fill the office during the incumbent's inability to perform his duties, except in the case of the President, the First Vice President shall temporarily fill the office of President.
10. All female relatives, either by marriage or blood lineage are encouraged to become a member of the Ladies Auxiliary as set forth by NSSAR BYLAW No. 28, Sections I through 3. The Chapter encourages the participation of all female relatives at all Chapter functions.

## ARTICLE VIII

### Amendments

1. These Bylaws may be amended by the Membership by a two-thirds vote of the members present and voting, provided that a copy of any proposed change, or amendment or rescission shall be mailed in advance to all members at least seven days before the meeting at which the proposal is to be considered.
2. Any such changes to these Bylaws shall be patterned after the Bylaws of the CASSAR, and not in conflict with the Articles of Incorporation and Bylaws of the State Society, as provided in Article V, Section 5 of the CASSAR Bylaws.

Adopted: April 1994  
 Revised: 1999  
 Revised: 28 August 2004  
 Revised: 28 January 2006  
 Revised: 18 February 2007  
 Revised: 15 November 2008

  
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 Wayne A. Griswold, President  
 Gold Country Chapter