

# SONS OF THE AMERICAN REVOLUTION CENTRAL DISTRICT BYLAWS

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## ARTICLE 1 - NAME

- 1.0** The name of this organization shall be the ***Central District Sons of the American Revolution***. This District is part of the National Society of the Sons of the American Revolution (National SAR), and as defined by the National Society, it shall consist of the following member State Societies: **Indiana, Kentucky, Ohio, and West Virginia**.

## ARTICLE 2 - OBJECTS

- 2.0** The objects of this organization are the same as those stated in Article II of the Constitution of the National Society of the Sons of the American Revolution.

## ARTICLE 3 - MEMBERSHIP

- 3.0** Any member in good standing in one of the member State Societies heretofore identified in Article 1.0 of these Bylaws, shall be a member of the Central District Sons of the American Revolution.

## ARTICLE 4 - OFFICERS OF THE DISTRICT

- 4.0** The officers of the Central District Sons of the American Revolution shall be:

- Vice President General
- Immediate Past Vice President General
- Secretary
- Treasurer
- Chancellor
- Historian
- Chaplain

The aforementioned officers shall be members of the Central District (as defined in Article 3.0 of these Bylaws). The officers, plus the four (4) current Presidents of the member State Societies, shall collectively comprise the Executive Committee of the Central District. The incumbent VPG shall serve as chairman of the committee. Should the need arise, the committee shall meet in person or virtually, and be authorized to act on behalf of the Central District between meetings. A timely report of any such actions by the committee shall be made available to District membership through the member State Societies, and by the posting of said report on the Central District website.

- 4.1** **Vice President General (VPG):** He shall be elected and installed at the most recent National SAR Congress. The VPG's duties shall consist of the following:

- 4.1.1** Provide primary oversight for the Central District, its operations, management, and delivery of services.
- 4.1.2** Preside at District meetings, and at National Society functions when required.
- 4.1.3** Promote the mission, goals, interests, and activities of the National Society.
- 4.1.4** Assist and represent the member State Societies of his District at the National SAR Congress, and at all National SAR Leadership/Trustee Meetings.
- 4.1.5** Serve as Chairman of the District Executive Committee
- 4.1.6** Shall endeavor to visit each member State Society during their annual meeting.
- 4.1.7** With the concurrence of the respective State Society, visit its local chapters or events

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and encourage the formation of new chapters within the District.

- 4.1.8 Perform additional duties within his respective District as may be delegated or assigned to him by the National SAR's President General, its Executive Committee, or its Board of Trustees.
  - 4.1.9 Contact the State Presidents of the member State Societies on matters deemed important at all levels of the organization (i.e., national, district, state, and chapter).
  - 4.1.10 Appoint the Secretary, Treasurer, Chancellor, and Chaplain, and any other position he deems necessary to support the operations and events of the District.
  - 4.1.11 Appoint the Audit Committee (as defined in Article 9.0 of these Bylaws), consisting of three District members in good standing, designating one of the committee members to serve as chairman.
  - 4.1.12 Provide the necessary oversight and responsibility for the organization, implementation, and financial success of the annual District meeting.
  - 4.1.13 Mentor and guide the incoming District VPG Nominee for their upcoming year's responsibilities.
- 4.2 Immediate Past Vice President General:** He shall serve his term as a mentor/advisor to the VPG in the execution of his duties and provide a level of institutional knowledge to help ensure the District's consistency in its operations, management, and delivery of services. He shall also assist in the mentoring and guiding of the incoming District VPG Nominee.
- 4.3 Secretary:** He shall be appointed by the VPG of the District to serve for his term. The Secretary's duties shall consist of the following:
- 4.3.1 Shall be responsible for recording the minutes of all meetings of the District.
  - 4.3.2 Shall collect and distribute the current reports of the member State Societies, and the previous year's District minutes.
  - 4.3.3 Shall be responsible for timely notification to the Boards of Management of the member State Societies as to the time and place of District meetings.
- 4.4 Treasurer:** He shall be appointed by the VPG of the District to serve for his term. The Treasurer's duties shall consist of the following:
- 4.4.1 Shall account for all monies that are collected and distributed in association with his office.
  - 4.4.2 Shall be responsible for collecting from the member State Societies of the District annual dues of twenty-five cents per member based on each Society's membership as of July 1<sup>st</sup> of the current year.
  - 4.4.3 He shall present the District monetary records for review and/or audit as requested by the incumbent VPG and/or Audit Committee Chair.
- 4.5 Chancellor:** He shall be appointed by the VPG of the District to serve for his term. The Chancellor shall be an attorney licensed to practice law in the Central District member State Society in which his "primary" chapter membership resides. The Chancellor shall counsel the Vice President General on legal matters affecting the District, and on matters regarding proposed changes to the District's Bylaws, policies, and procedures.
- 4.6 Historian:** The Historian is elected at the annual District meeting for a term of one year. The Historian's duties shall consist of the following:

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**4.6.1** He shall maintain a permanent archive (by year) of reports by the Vice President General, Immediate Past Vice President General, Secretary, Treasurer, Parliamentarian, Chancellor, Chaplain, Audit Committee Chairman, and any other appointed position. He shall also include all District meeting minutes, submitted member State Society reports, and other reports submitted at the annual District meeting.

**4.7** **Chaplain:** He shall be appointed by the VPG of the District to serve for his term. The Chaplain shall (if possible), be a regularly ordained minister, and shall conduct such religious services as usually appertain to that office, at all functions of the Central District.

**4.8** In addition to the aforementioned officers, the VPG may choose to appoint Auxiliary/Support Officers during his term that facilitate successful District operations and events. These may include but are not limited to: Color Guard Commander, Safety/Firing Line Officer, Drum Major, Fife Major, Surgeon, Parliamentarian, etc. In the case of the Parliamentarian, he need not have his primary chapter membership reside in one of the four member state societies of the Central District.

### **ARTICLE 5 - ENTITLED TO VOTE AND PARTICIPATE**

**5.1** All members in good standing with one or more of the member State Societies, shall be considered a voting delegate provided their "primary" Chapter membership is located in one of the member State Societies comprising the Central District.

**5.2** Dual members and other members of the National Society will enjoy the power of the floor, but will not be allowed to vote in any manner of District business.

### **ARTICLE 6 - ANNUAL DISTRICT MEETING**

**6.1** The annual meeting of the Central District Sons of the American Revolution will be held prior to the National Congress of the National Society Sons of the American Revolution. The annual District meeting shall include, but not be limited to the following items:

6.1.1 Calling the meeting to order by the VPG (ensuring that a quorum is present)

6.1.2 Invocation.

6.1.3 Reciting of the Pledge of Allegiance to the Flag.

6.1.4 Reciting of the SAR Pledge.

6.1.5 Reading of the minutes of previous meetings.

6.1.6 Reading of the VPG's report and the reports of the member State Society Presidents.

6.1.7 Presentation of committee reports.

6.1.8 Unfinished business.

6.1.9 New business, including the nomination for Vice President General, and the election or appointment of other officers of the Central District.

6.1.10 National Officer Candidate forum and endorsements.

6.1.11 The succeeding Host Society's report (and invitation to attend), regarding the succeeding annual District Meeting.

6.1.12 Reciting of the SAR Recessional.

6.1.13 Benediction.

6.1.14 Adjournment

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## ARTICLE 7 - QUORUM

- 7.0** Fifteen (15) members of the Central District who are entitled to vote (as defined in Article 5.1 of these Bylaws), shall constitute a quorum, provided that a minimum of three (3) of the four (4) member State Societies are represented.

## ARTICLE 8 - PARLIAMENTARY AUTHORITY

- 8.0** The rules contained in the current edition of Roberts Rules of Order Newly Revised shall govern the District in all cases which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the District may adopt.

## ARTICLE 9 - AUDIT COMMITTEE

- 9.0** Appointed by the current VPG, the Audit Committee shall be comprised of three members representing the three member state societies, which differ from the one represented by the Immediate Past VPG. Led by its designated chairman, the Audit Committee shall review the financial records of the previous VPG term, which is defined as being from National SAR Congress to National SAR Congress. The committee shall report its findings during the business session of the annual District meeting.

## ARTICLE 10 – DISTRICT NOMINATIONS AND ELECTIONS

- 10.0** The Central District has one (1) elected officer position: the Historian. Candidate names for this office shall be submitted to the incumbent VPG prior to the election and must include the name of the candidate's "primary" member State Society. The Historian shall be elected annually, and the election shall take place during the business session of the annual District meeting.
- 10.1** Nominations of additional candidates for the position of Historian may be made from the floor at the time of the election, provided that the floor nominees be present, be a member of the Central District in good standing (as defined in Article 12.1 of these Bylaws), be at least 18 years of age when they assume office, and willingly accept the nomination. Any member of the Central District seeking a nomination from the floor for elected office is required to submit their name to the incumbent VPG prior to the election, and must include the name of the floor nominees' "primary" member State Society.
- 10.2** The Central District Vice President General (Nominee) must first be formally nominated by the member State Society next in line to serve according to the order of rotation established by the Central District. The order of rotation of the member State Societies is Indiana, Kentucky, West Virginia and Ohio. The nomination shall take place during the business session of the annual District meeting. Floor nominations for this position are not allowed. Once nominated by their respective member State Society, the Central District Vice President General (Nominee) shall stand for election and installation of this office at the next National SAR Congress. In the event the Vice President General is unable to complete his term of office, the Board of Management of the member State Society he represents shall be entitled to recommend a successor to the National SAR President General to serve for the remainder of his term.
- 10.3** The Central District Historian shall stand for election and installation of this office at the annual District meeting. In the event the Historian is unable to complete his term of office,

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the District Executive Committee shall select a successor to serve for the remainder of his term.

- 10.4** At the annual District meeting, candidates for contested positions will be allotted three (3) minutes to address the voting delegates. If requested by the candidate, an additional two (2) minutes will be allotted for a supporter to address the voting delegates. Both candidates and their supporters shall conduct themselves in a gentlemanly manner during their addresses, and refrain from derogatory remarks about any opposing candidate.

## ARTICLE 11 - DISTRICT POLICY/PROCEDURES DEVELOPMENT

- 11.0** Policies and procedures that support District operations and events shall be developed and approved as needed by the District Executive Committee. However, in order to permanently stand, all such policies and procedures shall be ratified at the next annual District meeting by a simple majority of the voting delegates present. In the event that any said policy and/or procedure fails to be ratified by the voting delegates, that policy and/or procedure shall not stand.

## ARTICLE 12 - DEFINITIONS

- 12.1** In these Bylaws, the phrase “**Member in Good Standing**” shall mean: A current dues paying member whose “primary” chapter membership resides in one of the member State Societies of the Central District, and who is currently under no sanctions at the Chapter, State, District, or National SAR level.
- 12.2** In these Bylaws, the word “**Term**”, or phrase “**Term of Office**” shall mean: One (1) full year’s duration, commencing with the election or appointment of office at the annual District meeting, and ending at the next annual District meeting. The duration of the term of office for those fulfilling the remainder of another’s term will be solely determined by the date on which they ‘officially’ assumed the office. The single exception to the definitions in this section is the term of office for the VPG, which is historically from National SAR Congress to National SAR Congress.
- 12.3** In these Bylaws, the word “**Reading**” shall mean: The physical reading (i.e., of minutes and reports); **or** the timely advance printing and distribution (i.e., of minutes and reports); **or** the timely advance posting to the Central District website (i.e., of minutes and reports).
- 12.4** In these Bylaws, the term “**Board of Management**” or “**Boards of Management**”, shall mean: The established governing body of the member State Society, which may include governing bodies such as ‘Board of Managers’ (WV), ‘Board of Governors’ (KY and OH), and ‘House of Delegates’ (IN).

## ARTICLE 13 - AMENDMENTS

- 13.0** These Bylaws may be amended at any annual meeting of the Central District by a two-thirds ( $\frac{2}{3}$ ) vote provided that a quorum is present, and that the amendment has been submitted in writing to the members of the Boards of Management of the member State Societies no less than sixty (60) days prior to the meeting.