

## **BY-LAWS OF THE MECKLENBURG CHAPTER**

### **NORTH CAROLINA SOCIETY, SONS OF THE AMERICAN REVOLUTION**

#### **ARTICLE I – MEMBERSHIP**

- Sec. 1. A member must be in good standing in the State Society. To be in good standing, a member must have paid his annual dues to the State Society. Chapter dues must be paid as in Article V.
- Sec. 2. Eligibility for membership in this chapter shall be the same as those expressed in the Constitution of the North Carolina Society, Sons of the American Revolution.

#### **ARTICLE II – OFFICERS AND THEIR DUTIES**

- Sec. 1. The officers of this chapter shall consist of a president , vice president, secretary, treasurer, registrar/genealogist, chaplain, historian, and public information officer. Following the report of the nominating committee, other members may be nominated for chapter office from the floor, provided five members endorse the nomination. Officers will be elected by ballot by a majority vote of the members present at the annual meeting. They shall be installed as the last act of the annual meeting and they shall hold office for one year or until their successors are elected.
- Sec. 2 a. The president shall preside at all meetings of the chapter and shall be Chairman of the Board of Managers. He may call special meetings at any time, and on the written request of five (5) members of the chapter. He shall perform such other duties as are usual to the office. In the absence or inability of the president to act, the vice president shall perform the duties of the president.
- b. The secretary shall conduct the general correspondence of the chapter. He shall notify all members of the time and place of all meetings of the chapter and attend such meetings. He shall give notice to the several officers of all votes, orders, and proceedings of the chapter affecting them, or appertaining to their respective duties, and he shall forward to the officers of the State Society such reports and information as may be required by them. He shall make a report of his office to the chapter annually at the annual meeting. On the election of his successor, he shall turn over to him within ten days all books, papers and property of the chapter in his possession.
- c. The treasurer shall keep a ledger of the accounts of the chapter with its numbers and such other records as are necessary. He shall pay all bills of the chapter upon the approval of the Board of Managers. He shall pay over and deliver to his successor in office all moneys, vouchers, books and papers belonging to the chapter.

d. The registrar and genealogist shall keep a roster of the members of the chapter. He shall aid the secretary in the discharge of his duties and in his absence shall act as secretary. He shall aid prospective members in preparing new member applications and shall, upon request, aid chapter members in the preparation of supplemental ancestor applications.

e. The chaplain, when present, shall open all meetings with a prayer.

f. The historian shall keep a record of the chapter's activities and report these to the State and National Societies.

g. The public information officer shall publicize chapter activities and events in local and social media.

Sec 3. If a vacancy occurs in (1) any elected office other than that of the President, or (2) the office of the President, and the Vice President is unwilling, unable, or unavailable to perform the duties of the President, then the following procedure shall be observed. The Board of Managers shall as soon as is practicable call a special meeting at which the Board of Managers shall, by majority vote, elect a new President and/or other officer to serve the remainder of the term of the vacant office.

### **ARTICLE III – MEETINGS**

Sec. 1. The Chapter shall hold a regular stated meeting in each quarter of the calendar year at a time and place to be chosen by the Board of Managers. The fourth quarter meeting shall be the annual meeting. Other special meetings may be called by the president, provided ten days' notice is given the membership.

Sec. 2. The order of business shall be as follows:

a. Call to order by the president or presiding officer.

b. Pledge of Allegiance

c. Pledge to the S.A.R.

d. Invocation by the chaplain.

e. Reading of the minutes of the previous meeting.

f. Officer's reports.

g. Committee reports.

h. Introduction of guests.

- i. Introduction of new members.
  - j. Unfinished business.
  - k. New business and correspondence.
  - l. Introduction of the speaker, or other form of entertainment.
  - m. Presiding officers' remarks and thanks to the speaker or entertainers.
  - n. Motion to adjourn.
  - o. Repeat Obligation:  
    "Until we meet again, Let us remember our obligations to our forefathers, who gave us our Constitution, the Bill of Rights, and independent Supreme Court, and a nation of free men."
  - p. Benediction by the chaplain.
  - q. Declaration of adjournment.
- Sec. 3. Roberts Rules of Order (latest edition) shall govern all matters of parliamentary law not otherwise provided for herein or in the Constitution of the North Carolina Society.

#### **ARTICLE IV – COMMITTEES**

- Sec. 1. Standing committees shall be as follows, and they shall cease at the end of the term of the president appointing them.
- a. A Chapter Board of Managers consisting of the officers, the immediate past president, and two at-large members from the membership to manage the affairs of the chapter. The two at-large members will be nominated in the same manner as the officers, and elected in like manner.
  - b. A Membership Committee consisting of the registrar-genealogist and two other members to contact eligible prospective members to greet members at meetings and to introduce new members to their compatriots. The registrar-genealogist shall be the chairman of this committee. Members shall be appointed by the president upon the recommendation of the registrar-genealogist.
  - c. A Program Committee of a chairman and two members to organize and plan chapter meetings. The plans shall be approved by the Board of Managers. The chapter vice president shall be chairman of this committee. The committee shall

be responsible for notifying the press of the time and place and program of the chapter's coming meeting.

d. An Awards Committee will be organized and execute an awards program for the chapter. The president shall appoint a chairman and members as required.

e. A Nomination Committee will be appointed by the president with the approval of the Board of Managers, consisting of three members. One will be the Immediate Past President, who will serve as chairman. The committee and its chairman will be announced at the third quarter meeting. It will report its recommendations for chapter officers and members of the Board of Managers at the fourth quarter meeting.

Sec. 2. Other committees may be appointed by the president with the approval of the Board of Managers.

## **ARTICLE V – DUES**

Sec. 1. The schedule of membership dues shall be proposed by the Board of Managers and approved by a majority vote of the members present at a meeting regularly called provided due notice of such vote has been published in the circular calling the meeting of the chapter.

Sec. 2. A direct assessment may be made upon the members of the chapter by a majority vote of the members of the chapter present at a meeting regularly called, and after said assessment has been proposed by the Board of Managerd or approved by that committee if proposed by a member of the chapter, and due notice of such proposed assessment has been published in the circular calling the meeting of the chapter.

## **ARTICLE VI – SUSPENSION OF THE BY-LAWS**

These By-Laws may not be suspended.

## **ARTICLE VII – AMENDMENTS**

These By-Laws may be amended only be a majority vote of the members of the chapter present at one of the four regular stated meetings, and after said amendment has been proposed by the Board of Managers or approved by that committee if proposed by a member of the chapter, and due notice of such proposed amendment has been published in the circular calling the meeting of the chapter.

2008 Annual Meeting –

**Amended:** Article II – Officers and their Duties: Changed names of officers, term of office changed to two years.

Article III – Meetings: Changed it to be in line with current meeting schedule.  
Article IV – Committees: Sec 1 para. a Changed to formalize the Board of Mangers,  
Sec 1 para d Changed to formalize the Nomination  
Committee and its guidance.  
Article V – Dues: Changed to \$20.00 annually

/S/ Paul R. Callanan  
Paul R. Callanan, President

/S/ James H. Wood  
James H. Wood, Secretary

#### 2016 Annual Meeting

**Amended:** Article II – Officers and their Duties: Clarified officers and roles, term of office changed to one year.  
Article III – Meetings: Changed to align with current practice, also amended all other references to meeting schedule.  
Article IV – Committees: Changed to replace the Executive Committee with Board of Managers, also replace all references to Executive Committee wherever found.  
Article V – Dues: Changed to allow dues to be set by vote of membership.

/S/ Kenneth C. Luckey  
Kenneth C. Luckey, President

/S/ Guy C. Chamberlain III  
Guy C. Chamberlain III, Secretary

#### 2018 2<sup>nd</sup> Quarter Meeting

**Amended:** Article II – Officers and their Duties: Added procedure for filling vacant offices.

/S/ David A. Alls  
David A. Alls, President

/S/ Chad A. Lloyd  
Chad A. Lloyd, Secretary