

BYLAWS

LADIES AUXILIARY  
OF  
THE CALIFORNIA SOCIETY OF THE SONS OF THE AMERICAN REVOLUTION

Bylaw No. 1 NAME

The name of this organization shall be the Ladies Auxiliary of the California Society Sons of the American Revolution, hereafter called the Auxiliary.

Bylaw No. 2 PURPOSE

Section 1 To maintain a nonprofit association of women interested in the objectives and activities of the California Society Sons of the American Revolution, hereafter called CASSAR.

Section 2 To stimulate greater interest in and support of the CASSAR.

Section 3 To assist the CASSAR in the promotion of membership and in furthering the objectives and patriotic activities of the Society, as listed in the Articles of Incorporation and Bylaws of the CASSAR.

Section 4 To provide educational activities for the wives, and other interested relatives of the members of the CASSAR.

Bylaw No. 3 INSIGNIA

Section 1 Seal: This organization shall have a common seal with the CASSAR with the words California Society at the top, and Ladies Auxiliary on the bottom.

Section 2 Seal: Said seal shall be used as approved by the general membership i.e. letterhead stationary and pins.

Bylaw No. 4 MEMBERSHIP

Section 1 Membership in the Auxiliary shall be limited to those who subscribe to the objectives and patriotic activities of the CASSAR and the Auxiliary; i.e.. wives, widows, mothers, daughters, granddaughters, stepdaughters, sisters or nieces of SAR members in good standing.

Section 2 A woman may join the Auxiliary by completion of the membership form and payment of dues. She shall receive all the rights and privileges of the Auxiliary and will be eligible to hold office.

#### Bylaw No. 5 BOARD OF DIRECTORS

Section 1 The Board of Directors of the Auxiliary shall consist of six elected officers, and appointed committee chairmen as provided in Bylaw No. 5, Section 5.

Section 2 The officers of the Auxiliary shall be a President, two (2) Vice Presidents, a Secretary, a Treasurer, and a Registrar, elected by the general membership.

Section 3 Nominations for officers shall be presented by a Nominating Committee of three members. The nominating committee shall be elected at the November meeting and shall consist of two Past Presidents and one member at large of the Auxiliary, all of whom are members in good standing.

Section 4 Election of officers shall be at the annual meeting which shall coincide with the spring meeting of the CASSAR. The officers shall be elected by the membership for a term of one year. They shall take office directly after the election. No individual shall be eligible to hold the same office for more than three successive terms.

Section 5 The Board of Directors may authorize the President to appoint one or more special committees or coordinators. ~~and the chairman of each committee and each coordinator shall be a member of the Board for the current term of the Board or until the committee or coordinator is discharged by the Board, whichever occurs first.~~ **The President shall be ex-officio of all committees except the nominating committee.**

Section 6 Vacancies of elected members of the Board (except the President) shall be filled by appointment by the remaining Board members. Vacancies of appointed members of the Board shall be filled by appointment by the President. A vacancy shall occur upon death, resignation, removal, or absence from three consecutive meetings of the Board of Directors without satisfactory explanation.

Section 7 A member of the Board of Directors may be removed by a two-thirds vote of the Board members present, the member involved not being included in the count.

Section 8 The Board of Directors shall have authority to transact the business of the Auxiliary between meetings and such other business as may be referred to it by the Auxiliary.

Bylaw No. 6 MEETINGS OF THE GENERAL MEMBERSHIP

Section 1 Two meetings per year shall be held for the general membership, in April and November, to coincide with the meetings of the CASSAR. A quorum shall consist of the members present. The annual meeting for election of officers shall be the April meeting.

Section 2 Additional meetings may be scheduled as approved by the Board. A written notice of every membership meeting, shall be sent to each member at least ten days in advance.

Section 3 The Board of Directors shall meet at least twice during the year. The first meeting shall be held immediately following adjournment of the Annual meeting of the membership for the purpose of organization, approval of appointed officers, and committee chairmen for the ensuing year and for the transaction of business. A quorum shall consist of four members.

Bylaw No. 7 DUTIES OF ELECTED OFFICERS

Section 1 The President shall preside at all meetings. She shall direct the affairs of the Auxiliary in accordance with the wishes of the membership and the Board of Directors. She shall call all meetings, appoint committee chairmen and appointed officers. She shall be an ex-officio member of all committees except the Nominating Committee.

Section 2 The First Vice President shall be the Administrative Assistant to the President and will be the program chairman. She will act as presiding officer in the absence of the President.

Section 3 The Second Vice President shall supervise the Ways and Means activities of the Auxiliary, turning all proceeds over to the Treasurer.

Section 4 The Secretary shall keep the official minutes of both the Board of Directors meetings and the general membership at the respective meetings. She shall keep a current copy of the bylaws and general membership.

Section 5 The Treasurer shall collect and receive all monies due the Auxiliary. The funds shall be kept in a checking account and/or a savings account as directed by the Board of Directors. She shall pay ~~budgeted~~ **approved** bills and shall keep full and accurate accounts of receipts and disbursements, and make a financial report at each meeting of the membership of the Auxiliary, and at the Board of Directors meetings. She shall serve as chairman of the Budget and Finance committee.

Section 6 The Registrar shall maintain a current record of the membership of the Auxiliary. She shall process all applications for membership as directed by the Board.

Bylaw No. 8 APPOINTED OFFICERS AND COMMITTEES

Section 1 The following officers, Chaplain, Corresponding Secretary, Historian, and Parliamentarian shall be appointed by the President and assume the normal responsibilities pertaining to that office.

Section 2 Standing committees shall be limited to the following: Budget and Finance, Program, Publicity, Patriotic Activities, Hospitality, Past Presidents, and Chapter representatives.

Bylaw No. 9 FUNDS

Section 1 Annual dues shall be determined by the Board of Directors. Dues are payable by ~~April 1~~ **February 15**. Such dues shall include ~~75 cents per member~~ **an amount to be set by the Board of Directors and approved by the membership** payable to CASSAR for costs of supplying the "California Compatriot" to members.

Section 2 No unbudgeted disbursements in excess of \$100 shall be approved by the Board of Directors.

Section 3 The fiscal year of the Auxiliary shall be from May 1 to April 30.

Section 4 The Board of Directors shall appoint an auditor to ~~audit~~ **review** the Treasurer's books at the end of the fiscal year.

Section 5 In the event of dissolution of the Auxiliary, all assets will be turned over to the CASSAR.

Bylaw No. 10 PARLIAMENTARY AUTHORITY

All meetings shall be conducted according to Robert's Rules of Order, Revised, except when in conflict with these Bylaws or with the laws of the State of California.

Bylaw No. 11 AMENDMENTS

These Bylaws may be amended at any regular meeting of the Auxiliary by two-thirds of the members present, provided that notice of the proposed amendment shall ~~have been mailed~~ **be available** to all members at least 30 days before the said meeting.

Adopted at meeting of 30 April 1988  
Monterey, CA

Nancy B. Gibson, Parliamentarian  
Linda Moran, President 1987-8