

Bylaws

Morgan Kosciuszko Chapter

Wisconsin Society

Sons of the American Revolution

Washington, Waukesha, Ozaukee and Milwaukee Counties, Wisconsin

(Adopted 1 September 2021)

ARTICLE I—NAME

The name of this chapter shall be the Morgan Kosciuszko Chapter, Wisconsin Society of the Sons of the American Revolution.

ARTICLE II—OBJECTS

The objects of the chapter shall be to perpetuate the memory of the men, who by their services or sacrifices during the War of the Revolution, achieved the Independence of the American People; to unite and promote fellowship among their descendants; to inspire them and the community at large with a profound reverence for the principles of the government founded by our forefathers; to preserve the records of the individual services of the patriots of the war, as well as documents, relics and landmarks; to mark the scenes of the Revolution by appropriate memorials; to celebrate the anniversaries of the prominent events of the war; to foster patriotism; to maintain and extend the institutions of American freedom; and to carry out the purposes expressed in the Preamble to the Constitution of our nation and the injunctions of Washington in his Farewell Address to the American people.

ARTICLE III—OFFICERS

Section 1. The officers of this Chapter shall consist of a President, Vice-President, Secretary, Treasurer, or Secretary/Treasurer, Registrar, and Chaplain. The above named officers, together with the immediate past President, shall comprise the Chapter Board. Duties of the Chapter Officers and the Board are outlined in these By-Laws.

A Nominating Committee of three members shall be proposed by the President at the end-of-year Meeting every-other-year and approved by the membership in attendance by majority vote. It shall be the duty of this committee to nominate a candidate, whose consent to serve has been obtained, for each office to be filled. Additional nominations may be made from the floor, provided the consent of the nominee shall first have been obtained.

The election of officers shall be held at the end-of-year meeting. If there is more than one candidate for an office, the election shall be by ballot and a majority vote shall elect. All officers shall hold office for two years, or until their successors are elected and installed. Their term of office shall begin at the end of the April meeting at which they are to be installed.

The installing Officer shall be the WISSAR President, or a member of the WISSAR Board, if the

WISSAR President so designates.

No member shall hold more than one office (Secretary/Treasurer to be considered one office if applicable) at a time except Chaplain or Registrar. No member shall serve as President for more than two consecutive terms, unless there are no other members willing to serve as President. A member who has served more than half a term in any office shall be considered to have served the full term. In case a vacancy occurs in the office of President, the Vice-President shall become President. Vacancies in other offices shall be filled by the M-K Board.

Section 2. Duties of the Officers:

PRESIDENT

The President will be the official executive officer of the Chapter, and will be responsible for calling and conducting meetings, appoints the Chairman and members, and acts as the member ex-officio of all committees. He is responsible for the budget, represents the chapter in public, presides at Chapter Board meetings, maintains general supervision over the affairs and business of the Chapter, and is responsible for all assets of the Chapter.

He will prepare agendas and notify the members accordingly. He will welcome new members and present awards as appropriate.

VICE-PRESIDENT

The Vice-President shall, in the absence of the President, assume the duties of the President's Office. He shall serve as Chairman of the Program Committee. He shall also serve as the Publicity Officer of the Chapter.

SECRETARY

The Secretary shall be responsible for maintaining the official records of the Chapter, recording the minutes of all meetings in a neat and legible manner, and keeping the register of all members. He shall advise the WISSAR Secretary of the membership, notification of all meetings, and conduct the correspondence of the Chapter. He shall, in the absence of the President and Vice-President, preside over Chapter meetings. He shall maintain the current membership roster. He shall be responsible for preparing all reports required for WISSAR and NSSAR. He and/or the Chapter Treasurer shall be responsible for all contracts and filing the required State and/or Federal tax reports.

TREASURER- The Treasurer is in charge of collecting, safekeeping, and depositing all funds of the Chapter, disbursing funds only within budgeted accounts unless there is prior approval of the President. He shall maintain the financial records in ready form for an audit at any time.

He and/or the Chapter Secretary shall be responsible for filing the required State and/or Federal tax reports. He will serve as chairman of the budget committee.

REGISTRAR - The Registrar shall review all new applications and supplemental applications for membership, examine the application for completeness, and forward the required copies and related

documentation to the State Genealogist. Supplemental applications may be sent directly to the WISSAR Secretary for processing.

He shall maintain records of all applications received, dates of receipt and mailings to the State Genealogist, and results of interim actions ending in final approval of the memberships, maintain a membership service record which will include deaths, transfers, dual memberships, dues payments, delinquencies, and a copy of each individual member's record application, NSSAR number, and WISSAR number, honors and certificates of each member. The Registrar will apprise the Secretary and Treasurer of any change in the membership report.

CHAPLAIN - The Chaplain shall assist in meetings by being prepared to offer an invocation and a benediction proper on such occasions, the "friendship" Chairman of the Chapter, making every effort to stay informed of the health, illness, birthday, wedding anniversary, hospitalization, death or misfortunes of Chapter members and their families, respond with appropriate expressions that will evidence the Chapter's concern, and visit with each new member, answer any questions concerning the SAR and generally make the new member welcome into the Chapter.

Section 3-. The officers shall carry out the plans for promoting the purposes and growth of the chapter and generally superintend its interests.

ARTICLE IV—Membership

Application for membership in WSSAR and NSSAR may be made through this Chapter, or the State Genealogist. Procedures for membership outlined in the Constitution and By-Laws of the NSSAR and WSSAR shall control. Any man shall be eligible for associate membership in this Chapter who, being of the age of eighteen or over, and a citizen of good repute in the community. Associate members shall be afforded the respect and fellowship of the lineal members of the Chapter, and shall be considered Compatriots-in-Waiting if they are working on their lineage. The expulsion of any lineal member of the Chapter will require that the same procedures and rules outlined in Article X of the WSSAR Constitution be followed. Any associate member may be expelled for just cause upon that cause being submitted in writing to the Chapter President and Board, and the agreement of the full Board.

ARTICLE V- Meetings

Regular meetings shall be scheduled four (4) times a year, March, June, September; and December), unless there are health directives issued by National, State, or Local authorities. Meeting locations shall be rotated when possible to suit the convenience of officers, presenters and members. The December meeting shall be a holiday celebration to be held in conjunction with other traditional participant organizations.

Meetings may be held in person, via electronic means, or a combination of both. In person and electronic attendees shall count toward a Chapter meeting quorum.

No meetings will be held in July or August unless approved by the Board.

Conduct of the meeting shall follow procedures outlined in the SAR Handbook as applicable.

Special meetings may be called by the President, with the approval of the Board.

Regularly scheduled meetings and special meetings may be held without a Quorum. However Chapter business transactions can only be conducted at a regular or special meeting and shall require a quorum, such quorum shall comprise a minimum of ten-percent of the Chapter membership of which 2 officers in good standing.

The Board is authorized to conduct business of the Chapter. All matters that are approved must carry a positive vote of a majority of the members of the Board.

Voting may be by voice, show of hands or secret ballot as directed by the President. In case of emergency voting may take place by electronic means in accordance with WI statutes and administrative rules.

Robert's Rules of Order, Revised Edition shall be used to resolve any dispute for which provision has not been made in the Constitution and By-Laws of the Chapter, State and National societies.

The fiscal year of the Chapter will be from January 1 to December 31 of each year. The regular meeting in April will be the annual Meeting at which time the new officers will be installed and take office at the conclusion of the meeting.

ARTICLE VI – Amendments

The articles of these By-Laws Constitution may be amended at any regular business meeting of the Chapter

by a 60 percent vote of the members present, said amendment having been provided in writing to the active members, no later than two weeks prior to the meeting at which the amendments are to be considered.

ARTICLE VII - Membership and Dues

Section 1. Application for membership in WSSAR and NSSAR may be made through this Chapter, or the State Genealogist. Procedures for membership outlined in the Constitution and By-Laws of the NSSAR and WSSAR shall control. Any man shall be eligible for associate membership in this Chapter who, being of the age of eighteen or over, and a citizen of good repute in the community. Associate members shall be afforded the respect and fellowship of the lineal members of the Chapter, and shall be considered Compatriots-in-Waiting if they are working on their lineage. The expulsion of any lineal member of the Chapter will require that the same procedures and rules outlined in Article X of the WSSAR Constitution be followed. Any associate member may be expelled for just cause upon that cause being submitted in writing to the Chapter President and Board, and the agreement of the full Board.

Members of the Wisconsin SAR, living in Milwaukee, Waukesha, Washington and Ozaukee Counties automatically become members of the Morgan Kosciuszko chapter unless they express a wish to be members of another chapter or the state society only. The privilege of membership in this chapter may be extended to residents of other adjacent counties, or dual members, subject to the approval of the State Society and this Chapter.

Section 2. The annual dues shall be due and payable the first day of January in each year. A portion is to be paid to the state society on or before January of each year in payment of state and national society dues. Persons. The chapter shall have the authority to use its discretion in

the matter of remission of individual dues. When the chapter does not exercise its discretion, the policy of the state society may be followed.

Section 3. Failure to pay dues for the period of sixty days after notice is sent, shall work a forfeiture of membership when so declared by the chapter.

Section 4. A member may resign if his dues are all paid and by notifying the secretary in writing.

ARTICLE VIII - Election of Officers

Officers shall include President, Vice-president, Treasurer, Secretary, Chaplin and Registrar.

The officers shall be elected by ballot at the annual meeting every-other-year and shall hold office for two year or until their successor shall be elected. An auditor or auditing committee shall be appointed at the annual meeting to audit the records of the treasurer, or secretary/treasurer. Vacancies occurring during the year shall be filled by vote of the chapter members. At least two weeks before the ~~annual~~ end-of-year meeting the president shall appoint a committee of three to nominate a slate of officers for the ensuing year term.

ARTICLE IX - Standing Committees

The Chapter President may appoint the following Committee Chairmen or Officers of the Chapter to conduct Program, Finance, Membership, Auditing, Awards, Member Activities, Living History and By-Laws Committees. The Program Committee consisting of the Vice-President, Captain-of-the-Guard and one other members of the Chapter appointed by the President upon nomination by the Vice-President. The Vice-President shall serve as Chairman. Their duty shall be to plan the programs for the Chapter. The Finance Committee is composed of the members of the Board. The Secretary or Treasurer will chair the committee when meeting for this purpose. It is the duty of this committee to develop the budget for the Chapter for the year. The Chairman of the Audit Committee will be appointed by the President. The Chairman of the Committee will appoint two other members from the membership. It will be the duty of this committee to audit the financial records of the Secretary/Treasurer after the closing of the books on December 31. The Chairman will report to the Chapter at the annual meeting in April. A Membership Committee shall be appointed by the President. It shall be their responsibility to lead in the Chapter's effort to recruit new members. The Registrar will serve as Chairman of this committee. Such other committees or chairman of committees will be appointed by the President as the Chapter may authorize or the National or State Societies require.

ARTICLE X – Quorum

A quorum of the members for the transaction of business shall consist of 10 members. A quorum of the Board shall be three 3 elected officials.

Article XI - Expenses and reimbursement – members shall secure pre-approval of expenses from the President and provide evidence of expenses to the Treasurer. Expenses in excess of \$250 dollars require approval of at least two M-K officers including the President and Treasurer.

ARTICLE XI – Amendments

These bylaws may be amended or altered at any meeting of the chapter by a vote of two-thirds of the members present and voting, provided that notice of such amendment or alteration be given at a previous meeting.

ARTICLE XII – Precedence

Theses by-laws are not meant to be in contravention with WISSAR or NSSAR By-Laws. Where a conflict may exist WISSAR or NSSAR By-Laws shall apply.

September 13, 2021