

**OKLAHOMA CITY CHAPTER
of the
OKLAHOMA SOCIETY
of the
National Society of the
Sons of the American Revolution**



By-Laws

Oklahoma City Chapter of the Sons of the American Revolution

OKLAHOMA CITY CHAPTER
SONS OF THE AMERICAN REVOLUTION
BY-LAWS

ARTICLE I

Name and Location

SECTION 1. The Oklahoma City Chapter is chartered by the Oklahoma Society, Sons of the American Revolution, and shall maintain its principal location in the County of Oklahoma, State of Oklahoma.

SECTION 2. The official address of the Chapter shall be designated as the address of the Chapter Secretary.

SECTION 3. The object of the Oklahoma City Chapter shall be to promote the objectives of the National Society of the Sons of the American Revolution, declared to be patriotic, historical, and educational.

ARTICLE II

Membership and Dues

SECTION 1. Membership in the Oklahoma City Chapter shall be confined to active members of the Oklahoma Society of the National Society of the Sons of the American Revolution. There are no At Large members.

SECTION 2. Eligible applicants shall submit a completed application for new membership. All fees must accompany the Application for Membership. Transfers into and out of the Chapter shall be handled in accordance with OKSSAR and NSSAR guidelines

SECTION 3. There shall be the following classes of members: Regular or Regular Life Member, Junior Member, or Memorial Member, as defined by the NSSAR Constitution, Article 3.

SECTION 4. Active membership in the Chapter shall continue so long as annual dues (National, State, and Chapter) are paid in full and on time. Annual dues are due and payable to the Chapter Treasurer on or before December 31 of each year for the next fiscal year, and are delinquent in January the following year on a date set by the Secretary of the Oklahoma Society.

SECTION 5. Nonpayment of annual dues by the January deadline will result in the immediate loss of active membership in the NSSAR and cause the suspension of voting rights and eligibility to hold an office in the Chapter.

ARTICLE III

Officers

SECTION 1. The officers of the Chapter shall be a President, Vice President, Secretary, Treasurer, Registrar, Genealogist, Trustee and such other officers as the Chapter may wish to determine. The privileges of holding office and voting shall be extended to active Chapter members. Each member shall be entitled to one vote. All candidates for office,

who must be present, including those being nominated by the Nominating Committee, shall be nominated from the floor during the regularly scheduled April Chapter meeting. Those candidates receiving the highest total of votes shall be declared elected. Proxy or Absentee votes or ballots are not allowed. The officers elected will serve a two-year term beginning after installation during the May meeting of even-numbered years, or until their successors are elected and qualified. Such Chapter Officers shall serve without compensation in such capacities.

SECTION 2. The President may appoint such other Officers and Chairmen as he deems necessary who serve at the pleasure of the President. Such Chapter Officers and Chairmen shall serve without compensation in such capacities. All appointed Chairmen may assemble a committee for assistance.

ARTICLE IV

Duties of Officers

SECTION 1. The President shall preside over all meetings, and shall appoint additional Officers and Chairmen of all standing and special committees necessary to carry out the work and programs of the Chapter.

SECTION 2. The Vice President shall function in the absence or inability to serve of the President, and will perform such duties as may be specifically assigned to him. He shall act as Chairman of the Membership Committee.

SECTION 3. The Secretary shall keep and maintain a record of the proceedings of the Chapter meetings. He shall present a written report of the proceedings of each meeting at the next scheduled meeting. A reading of those minutes may be waived by a majority vote. He shall prepare such papers, records, instruments, and reports as may be required for the Chapter, State, National Societies, or governmental entities. He shall maintain an accurate Chapter Roster. He shall distribute dues notices to the members and receive the dues payments so long as the offices of the secretary and treasurer are combined and held by one individual.

SECTION 4. The Treasurer shall have custody of all dues and other funds of the Chapter which shall be deposited in a bank authorized by the Executive Committee. Such funds shall be in Federally insured accounts and depositories. He shall render disbursements for such obligations as may be approved by the President, budgeted items or expenditures approved by majority vote of the members at a regularly scheduled meeting. All checks and other disbursements of Chapter funds shall be signed by either the Treasurer or the President. He shall keep regular books of accounts, and all records shall be open to the inspection of the President and Trustee at all times. He shall present at each regular meeting a summary report of account status. He shall be responsible for the maintenance and accounting of any credit or debit cards or other financial tools as the chapter shall vote to establish. Each member who has a responsibility of the Chapter's work is to be polled for his Budget needs prior to the compiling of the annual Budget by the Treasurer. The Treasurer shall make a yearly Budget and present it at the September meeting of the Chapter. If approved by a majority vote at a regular scheduled meeting, this office may be combined with the "The Office of the Secretary."

SECTION 5. The Registrar shall provide assistance and guidance to applicants in the completion of application forms. He shall review and approve all new member applications before submitting them to the Oklahoma Society Registrar for approval. He shall report to the Chapter members the names of all newly approved members, and the status of New Member Applications submitted to NSSAR National Headquarters for registration.

Section 6. The Genealogist assists the Registrar in his duties and specifically in reviewing genealogical resources and member applications/supplements to ensure that there is reasonable evidence that applicants are eligible for membership.

SECTION 7. The Trustee shall examine the financial records of the Chapter at any time. He shall report annually to the Chapter at the September scheduled meeting. He may be requested by the President or by a majority vote at a regular scheduled meeting to review the financial records at other times.

SECTION 8. The Executive Committee is made up of the president, vice president, registrar, genealogist, secretary and/or secretary-treasurer and trustee.

ARTICLE V

Chapter Meetings

SECTION 1. Unless otherwise approved by a majority vote at a regular scheduled meeting, the Chapter's scheduled meetings shall be held the 2nd Monday evening of each month from September through May. The Chapter shall meet at a time, and place to be arranged by the President, and may be in person or by electronic means. The President may, at his discretion, hold additional meetings for such purposes as he deems necessary.

SECTION 2. All Chapter business shall be conducted under the most recent version of *Roberts Rules of Order*.

SECTION 3. Quorum. The number of members in good standing who must be present for the transaction of Chapter business shall be one half (1/2) of the average attendance of the regular meetings of the previous year or 12 members, in good standing, whichever is the greater.

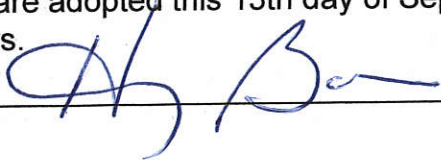
ARTICLE VI

Adopting, Amending and Changing the Bylaws

These By-laws may be changed or amended at any time by a majority vote of the total membership of the chapter. Voting may be in person, by electronic means, by Proxy or by Absentee ballot. Any member may submit proposals for changes or amendments to the President in writing. Upon approval of the proposed changes, all changes will take effect immediately.

These Bylaws are adopted this 13th day of September, 2021. They supersede any previous Bylaws.

Attest: _____



Secretary