BY-LAWS
OF
THE WEST VIRGINIA SOCIETY
OF THE
SONS OF THE AMERICAN REVOLUTION

ARTICLE I – DUTIES OF OFFICERS

Section 1. PRESIDENT. The President, or in his absence, one of the Vice Presidents, or in the absence of all of the above, a chairman pro tempore, shall preside at all meetings of the Society and the Board of management, and have a casting vote. He shall exercise the usual functions of a presiding officer, and shall enforce a strict observance of the Constitution and By-Laws, and of the regulations and rules of the Society; and shall appoint such committees, not otherwise provided for, as he may deem necessary for the government of the society, members of which shall be approved by the Board of Management, or by the Executive Committee of said Board.

Section 2. VICE PRESIDENTS. The Vice Presidents shall perform the duties such as usually appertain to their offices and such additional duties as the President may, in writing, request of them. The Second Vice President shall assist the sponsoring Chapter with the annual meeting, setup of meetings and requests by the President.

Section 3. SECRETARY.

(a) The Secretary shall conduct the general correspondence of the Society and such other matters as may be directed by the Society. He shall have charge of the records of the society, and, together with the presiding officer, shall certify all acts of the Society.

(b) He shall keep fair and accurate records of all the proceedings and orders of the Society, and shall give notice to the several officers of all votes, orders, resolves and proceedings of the Society affecting them of appertaining to their respective duties.

(c) He shall keep copies of the approved membership applications.

(d) He shall maintain custody of all the Society's electronic software, passwords, etc.

(e) He shall notify all members of their election, and shall, under the direction of the President or Vice President, give due notice of the time and place of all meetings of the Society, and attend the same.

(f) The Secretary shall be allowed reasonable expenses for the conduct of the work of his office, and shall receive annually as personal compensation, the amount of One Hundred Dollard ($100.00), payable on January 1 of each year.

Section 4. TREASURER

(a) The Treasurer shall collect and keep the funds and securities of the Society. They shall be deposited in a bank approved by the Board of Management, and shall be placed to the credit of the West Virginia Society of the Sons of the American Revolution; and shall be drawn thence on the check of the Treasurer upon properly approved vouchers for the purposes of the Society only. Out of these funds he shall pay only such sums as may be ordered by the Society of by the Board of Management.

(b) He shall keep a true account of his receipts and payments and at each annual meeting render the same to the Society, when a committee shall be appointed to audit his accounts. He shall provide, thru the Board of Management, a yearly, January 1-December 31, accounting of his receipts and payments, at its first meeting after December 31.

(c) He shall reimburse qualified expenses from the Officers to include $200 per year to the Registrar for Ancestry.com.

Section 5. REGISTRAR. The Registrar receives all new applications for membership and supplemental applications. He shall assist any member of the WV Society or prospective member who may appeal to him for assistance in the preparation of an application for membership in the Society. He reviews the proofs of the bloodline from the applicant to the Revolutionary War ancestor and the Revolutionary War service of that ancestor, communicating with local chapter officers or applicants directly when additional proofs or clarifications are required.

The Registrar shall keep complete and accurate records of all new member and supplemental applications and cooperate closely with the State Secretary/Treasurer in providing him with completed applications and collected application fees to be processed and submitted to NSSAR headquarters. The Registrar shall make a report to the Board of Management at least biannually of his activities, including information about new member applications received and submitted to NSSAR and those new member applications approved by NSSAR.

The Registrar shall serve as the point of contact for the National Society, Sons of the American Revolution, Genealogy Staff, in matters related to new member applications and supplemental applications. He should check the Application Status Report on the SAR website weekly to make sure submitted applications have been received by national and are being processed. He should be knowledgeable of the requirements set forth in the SAR Application

Preparation Guide and the policies as specified in the SAR Genealogy Committee Policies. By signing an application, the State Registrar verifies to the best of his knowledge that it contains evidence of every fact claimed to meet the requirements for membership of the National Society, Sons of the American Revolution.

Section 6. HISTORIAN

(a) The Historian shall keep the records of the historical and commemorative meetings of the Society, and shall supervise the preparation and printing of all its historical publications, other than those of the membership rolls.

(b) He shall submit at each annual meeting a list of the members who may have died during the year, accompanied by biographical memoirs.

(c) He shall submit at each annual meeting a written historical report of the Society during the preceding calendar year. The report shall be included in the Secretary's records of the Society.

(d) He shall acquire a history of each Chapter, its name of origin and its chronology of events, and maintain them in an organized file of history.

Section 7. CHANCELLOR. The Chancellor shall be an attorney-at-law and it shall be his duty to give opinions on all legal matters affecting the West Virginia society when such questions are referred to him by the proper officers or by the Board of Management. He shall preside over any ethical violations, investigations, and disciplines within the state as outlined in the National Ethics Committee and National By-Law 33.

Section 8. CHAPLAIN. The Chaplain shall open and close all meetings of the West Virginia Society with services usual and proper for such occasions.

Section 9. COLOR GUARD COMMANDER. The Color Guard Commander shall care for the flags, staffs, stands, tassels and any other material associated with the flag set of the West Virginia Society and he is responsible for their presence and display at each State Meeting, and where possible at grave markings, parades and other State and National events. He shall be responsible for scheduling and coordinating all State Color Guard activities.

ARTICLE II – DUTIES OF THE BOARD OF MANAGEMENT

Section 1. The Board of Management of the West Virginia Society shall have full direction, management and control of the property and affairs of the Society and shall be responsible for the promotion of its objects. To this end, the Board shall possess and exercise whatever power and authority shall be required, including the power to adopt bylaws for the Society not

inconsistent with the Constitution and to alter and amend the same; no part of the Constitution shall conflict with the provisions of the National Society.

Section 2. the Board of Management shall have power, after due hearing, to expel or discipline any member of the West Virginia Society, against whom charges, in writing, have been preferred by either a chapter or by three members of the society, an in like manner, upon discovery that a member was not eligible at the time of his election. The member aggrieved by any such action shall have the right to appeal to the next annual meeting. The member aggrieved by any such action and/or ethical violation shall have the right to appeal as outlined in National By-Law 33. Investigations of ethical violations shall be the responsibility of the Chancellor.

ARTICLE III – DUTIES OF COMMITTEES

Section 1. The Executive Committee shall, in the interim between meetings of the Board of Management, attend to all current business of the Society, subject to its actions being reported and approved at the next succeeding meeting of the Board of Management.

Section 2. The Credentials Committee shall pass upon and certify the qualifications of the various delegates at any meeting of the society, and upon completion of the roll call at any such meeting shall announce the delegate strength of each Chapter, the number of delegates-at-large present, the potential number of votes, and the number required for a majority vote.

Section 3. The activities of the several committees in the discharge of their official duties during the year shall be reported by the chairman of the respective committees. All committees shall make reports at the annual meeting of the Society in writing, and which shall be placed in the hands of the Secretary not later than March 31st of each year.

Section 4. The president may appoint an Awards Committee to act as an advisor to the President in any matters regarding SAR Awards presented in the name of the Society. The authority for making awards shall rest with the President except that the decision regarding awards assigned by the National Society to the State Society may be made by the Board of Management, whose decision shall be final.

ARTICLE IV – CHAPTERS

Section 1. Each chapter shall submit to the annual meeting of the West Virginia Society, a report setting forth by name, the additions, transfers, and deaths, and any other changes in membership, the progress the chapter has made during the year, together with a financial statement and such other matters as may be required by the Board of Management.

Section 2. Prior to the convening of any annual or special meeting of the Society, the names of the delegates to which each chapter is entitled, and to which the members-at-large are entitled, shall be registered with the Secretary.

ARTICLE V – FEES AND DUES

Section 1. Each applicant for membership shall pay the West Virginia society a fee which shall include the application fee prescribed by the National Society and a West Virginia Society processing fee established by the State Society at its Annual Meeting. Other fees may be required such as yearly dues for National, State, and Chapter.

Section 2. Each member of the West Virginia Society shall pay annual dues, the amount of which shall include the annual dues prescribed by the National Society, dues of an amount established by the State Society at its Annual Meeting. to the West Virginia Society, and such dues as may be established by the Chapter of affiliation. Members-at-large shall pay the West Virginia Society Annual an amount established by the State Society at its Annual Meeting and such dues as may be prescribed by the National Society.

Section 3. The fee for a certificate of membership shall be as prescribed by the National Society.

Section 4. A former member desiring reinstatement shall pay the current National dues plus the current State and Chapter fees.

Section 5. A member of the West Virginia Society may become a dual member of another Chapter within the West Virginia Society by paying the Chapter dues for that Chapter. The dual member shall have all the rights of membership in both his primary chapter and his dual membership chapter, including the right to hold office in both chapters. Notwithstanding these provisions, no member shall have the right to cast more than one vote at any meeting of the West Virginia Society.

Section 6. Each applicant for a supplemental membership shall pay to the West Virginia Society a fee that shall include the amount specified by the National Society and a West Virginia Society processing fee established by the State Society at its Annual Meeting.

Section 7. The West Virginia Society will provide payment of National dues, West Virginia State dues, for the lifetime of the member who gives $300.00 to the West Virginia S.A.R. Endowment Fund, provided however that no new lifetime members shall be accepted after October 1, 2010.

ARTICLE VI – DISPLAY OF THE FLAG

Section 1. It shall be the duty of the West Virginia Society, and all Chapters under its jurisdiction, to properly display the National Standard of the United States at all meetings and to repeat, at the beginning of each meeting, the Pledge of Allegiance: "I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one Nation under god, indivisible, with liberty and justice for all."

ARTICLE VII – ANNUAL MEETING FINANCES

Section 1. The West Virginia society shall give assistance to the Host chapter for the Annual Meeting of the Society, for the payment of proper expenses in excess of amounts collected by the Chapter to defray meeting expenses. The maximum amount of such financial assistance shall be $300.00

ARTICLE VIII – AMENDMENTS

Section 1. These by-Laws may be amended by the vote of two-thirds (2/3) of the delegates present and voting at any meeting of the Society, or of the members at any meeting of the Board of Management, ten days notice thereof having been given in writing, by mail addressed to each chapter President and to each member of the Board of Management, enclosing a copy of the proposed amendment.