

**The Combined
CONSTITUTION and BYLAWS
Of
PIEDMONT CHAPTER
Of The
SONS OF THE AMERICAN REVOLUTION**
*(Including changes ratified by the membership on
05/19/95, 02/21/98, 02/17/01, 02/15/03 and 02/17/05, 08/01/2022, and 09/16/23)*

ARTICLE I - NAME

The name of this organization shall be **Piedmont Chapter, Georgia Society, Sons of the American Revolution**, hereinafter referred to as the Chapter.

ARTICLE II – OBJECTS

The objects of this Chapter are declared to be patriotic, historical, and educational, and shall include those intended or designed to perpetuate the memory of those patriots who, by their services or sacrifices during the war of the American 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 more profound reverence for the principles of the government founded by our forefathers; to encourage historical research in relation to the American Revolution; to acquire and 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 and of the Revolutionary period; to foster true patriotism to maintain and extend the institutions of American freedom, and to carry out the purposes expressed in the preamble of the Constitution of our Country and the injunctions of Washington in his farewell address to the American people.

ARTICLE III – MEMBERS

Section 1 – Eligibility

Any male shall be eligible to membership in this Chapter who, being of age of eighteen years or over, and a citizen of good repute in the community, is the lineal descendant of an ancestor who was at all times unfailing in loyalty to, and rendered active service in the cause of American Independence, either as an officer, soldier, seaman, marine, militiamen, or minuteman, in the Armed Forces of the Continental Congress, or any one of several Colonies or States; or as a signer of the Declaration of Independence or as a member of a Committee of Safety or Correspondence; or as a member of any Continental Provincials or Colonial Congress of Legislature; or as a recognized patriot who performed actual service by overt acts of resistance to the authority of Great Britain; provided, however, that no person who has advocated, or is now advocating the overthrow of the Government of the United States by use of force or violence shall be eligible for membership in the Chapter.

Section 2 – Membership Policies

National Fees & Dues

The fees and dues are determined annually by the delegates at an annual Congress.

In computing the amount of dues to be paid by a State Society for any year, all members of such State Society, as shown in the records of the National Society, shall be counted, whose names have not, prior to January 1st of each year, been certified to the National Society to have been removed from the membership roster of such State Society.

New member annual dues for that calendar year in which their applications are approved by the National Society and is included in the application fee.

Membership shall be of *five categories*:

- A. **Regular Members**: A member aged 18 or older who pays annual dues (excepting those members described in subsections (2) through (5) and who meets all the requirements for membership is defined in the Constitution and Bylaws of the National Society. Only regular members may vote and hold office in the SAR and receive The SAR Magazine at no additional cost.
- B. **Junior Members**: A member under age 18 who has met the membership requirements of the National Society but pays annual dues at a reduced rate. He is not eligible to vote or hold office and does not receive The SAR Magazine.
- C. **National Life Members**: Any compatriot who has completed an application for National Life Membership and paid the designated Life Membership fee as defined and published by the National Society. A National Life Member shall be exempt from all annual dues payable to the National Society. A National Life Member who has not reached the age of eighteen (18) shall have the same rights and limitations as a Junior Member as defined in paragraph 2.
- D. **Emeritus Members**: Any compatriot who has paid a total of fifty (50) cumulative years of annual dues as a regular member. Dues paid as a Junior Member do not count. An Emeritus Member shall be exempt from all annual dues payable to the National Society.
- E. **Memorial Members**: A male who is a deceased close relative of an SAR member and whose application is based on the same lineage as that SAR member and complies with National Society Bylaws. The fee for a memorial membership is set by the Annual Congress and presently includes a processing fee and one Regular member dues payment (regardless of the Memorial Member's age at the time of application).

Section 3 – Application

- A. Application for Regular Membership shall be filed with the Chapter's Registrar for assurance that Registration papers are in order for processing through the Georgia Society, SAR. The application shall be accompanied by dues for the current year unless otherwise directed by the Registrar. Upon approval of such application by the National Society as forwarded through the Georgia Society, the applicant shall become a member of this Chapter.
- B. Application for Dual Membership in the Chapter shall be made online with the Secretary, Georgia Society requesting dual membership with the Chapter indicating his preference for primary or secondary status. Upon verification from the Georgia Society of SAR membership, the Secretary, Georgia Society will take such action as to transfer the applicant's full membership to the primary/dual membership Chapter. In such cases where the applicant is from other than the Georgia Society and seeking primary/dual membership to this Chapter, the Secretary upon verification from the National Society will assign the applicant a Georgia Society membership number prior to the transfer action.

ARTICLE IV – MANAGEMENT AND OFFICERS

Section 1 – Board of Managers (BOM)

- A. The affairs of this Chapter shall be governed by a Board of Managers (BOM) and shall consist of the current Chapter Officers and immediate Past President and serve until the newly elected Officers are installed. Upon installation of the new Chapter Officers, the outgoing President becomes the immediate Past President.
- B. The Board shall meet at least quarterly in regular meetings on such dates as the BOM shall determine.
- C. The Officers serving as members of the BOM during their terms of office shall be subjected to the authorities of the BOM.
- D. The quorum for all meetings of the BOM shall be at least five Board members in person or by electronic communications, for example Zoom meetings.

Section 2 – Executive Committee

- A. The Executive Committee shall be composed of the President, Vice President, Secretary, and the immediate Past President of the Chapter. The President shall serve as Chairman.
- B. Three members shall constitute a quorum. The Executive Committee shall have the power to conduct its business by mail, email, telephone, or electronic Communications in lieu of convening a formal session; however, that each member of the Committee shall confirm, in writing by letter or by email to the Secretary, each vote he has given through this conduct of this business. A report shall be made to the Chairman at each meeting of the BOM detailing all actions taken by the Executive Committee since its last report to the Board. During intervals between meetings of the BOM, the members of the Committee shall have the duty to meet on call of the Chairman and to act on any matter

that the Chairman deems to be of such urgency and importance that action must be taken before the next regularly scheduled meeting of the BOM. The Committee shall also serve as council to advise the President on planning and operational matters about which he deems the council of the Committee to be needed or helpful.

Section 3 – Officers

- A. The Officers of the Chapter who shall administer its affairs and carry on its business shall be:
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|-------------------------|---------------------------|
| • President | • Registrar |
| • Vice-President | • Chancellor |
| • Secretary | • Chaplain |
| • Treasurer | • Historian |
| • Sergeant-at-Arms | • Editor – Piedmont Piper |
| • Webmaster | • Communications Director |
| • Color Guard Commander | • Quartermaster |
- B. A Nominating Committee of five Regular Members in good standing shall be appointed at the annual meeting by the President. The Committee shall convene and elect its own Chairman. The nominating Committee shall solicit the membership of the Chapter for all persons interested in becoming Officers of the Chapter. The Committee shall announce the names of the interested candidates on or before the date of the December Chapter meeting. The election shall be held at the January Chapter meeting. A quorum shall be 50% of those members present in person or by proxy at said meeting. Nominations will be accepted from the floor. The election may be made by voice vote upon a motion to elect by acclamation or by written ballot. If the election is conducted by written ballot, the votes will be counted, and the results announced at this meeting before adjournment. Installation of elected Officers shall be held at the Annual Meeting in February.
- C. All Officers shall serve for a period of one year or until their successors are elected. The period of one year is defined as the time of installation at the Annual Dinner in February until the following Chapter Annual Dinner, 12 months later when newly elected Officers are installed. The appointed Nominating Committee may nominate candidates to fill the same office for the forthcoming year or to fill another officer position.

Section 4 – Officers’ Duties

- A. **General:** The duties of the Officers shall be such as usually appertain to their offices and they shall have such other duties as are hereinafter imposed and/or delegated to them by the BOM. The Officers shall report at the Annual Meeting and at such other times as may be required by the BOM.
- B. **Vacancy:** A vacancy in the office of the President shall be filled by the Vice President for the un-expired term. A vacancy in any other office shall be filled for the un-expired term by appointment of a qualified Regular Member by the President and confirmed by a majority of the BOM.

- C. **The President** shall be the Chief Executive Officer of the Chapter. He shall preside at meetings of the Chapter and of the BOM. He shall also perform such other duties as ordinarily pertain to that office, including, without limitations, the submission of timely and pertinent information respecting the affairs of the Chapter to the membership thereof in whatever manner and at whatever intervals he shall deem appropriate. He shall serve as Publisher of the Chapter's newsletter.
- D. **The Vice President** shall perform such duties as they are assigned and shall promote the interests and activities of the Society and of the Chapter while maintaining close liaison with the President to ensure the desires of the BOM are fulfilled and in keeping the President informed of ongoing matters. The Vice President shall assist and preside at all meetings in the absence of the President and is responsible for securing suitable programs for the Regular Meetings. The Vice President will follow up with new members to be sure new member Bio has been returned.
- E. **The Secretary** shall conduct the general correspondence of the Chapter and shall notify members of their election to membership and other matters as the BOM may direct. He shall assist members from other State Societies with their transfer to the Chapter from those societies. He shall notify the Georgia Society Secretary of the decease of Chapter members (including an obituary). He shall keep all general correspondence and turn over such material of completed business to the Chapter Historian. He shall maintain an official "Chapter Minute Book" which shall contain minutes of all Regular, Special and BOM meetings as well as reports of the Treasurer.
- F. **The Treasurer** shall receive and have charge of all funds and other assets in the name of the Chapter and shall make disbursements for the benefit of the Chapter. He is the principal financial officer of the Chapter. He shall keep a true record of his receipts and disbursements which shall be inspected by an Audit Committee as approved by the BOM before each Annual Meeting and upon approval shall be submitted to the membership at the Annual Meeting. When the Treasurer's Report has been approved at the Annual Meeting, it shall become part of the permanent record and so be recorded in the Minute book. He shall reimburse Officers and members upon submission of vouchers for approved expenses incurred as a consequence of requested or special duties in consonance with the BOM. He shall furnish to the President on or before May 1 of each year a complete list of paid Chapter membership and such Honorary Life members that are on roll ensuring the list reflects those memberships held by the Georgia Society Secretary. He shall E-file the 990N by the Annual Meeting.
- G. **The Quartermaster** will maintain lists that shall include a list of present and former elected officers, members of the BOM, members of Committees, and recipients of medals and awards. He shall be the single source that procures and maintains the medal, ribbons, honor awards, etc. that the chapter has available for sustaining our outreach mission. He will ensure that inventory being maintained is consistent with chapter needs. An inventory shall be submitted at each BOM Meeting throughout the year with acquisitions vs. disbursements.

- H. **The Registrar** shall promptly verify all applications and proofs of eligibility for membership, make report to the BOM as necessary, and forward such approved applications to the Georgia Society Secretary for acceptance and transmittal to the National Society for final approved. He shall maintain a running account as a tracking vehicle of all membership transactions in consonance with the Chapter Secretary and Treasurer.
- I. **The Chancellor** shall be the Legal Advisor to the Officers and BOM on matters affecting or pertaining to the Chapter.
- J. **The Historian** shall keep the records of the historical and commemorative meetings and events of the Chapter.
- K. **The Chaplain** shall open and close the meetings of the Chapter with religious services usual and proper to such occasions. He shall perform religious services when so directed by the President to include but not limited to such activities a Revolutionary Grave Site Dedications and he shall send cards and/or floral arrangements to the sick or to families of the deceased Chapter members and others within the Georgia Society when deemed appropriate. He shall obtain and provide copies of State or National Society memorial programs and provide them to the surviving family members of deceased members. He is responsible at our annual meeting to assist the President in honoring our deceased members. He shall plan with the surviving members of the families of deceased members for a Compatriot Grave Marking Service.
- L. **The Sergeant-at-Arms** shall assist in preserving order as the President may direct. He shall handle the physical arrangements within the meeting hall, including seeing that the furnishings, sound, lighting, flags, decorations, regalia, and the like, are present, adequate, and in proper order. He is responsible to assist the President for new member inductions and awards presentations.
- M. **The Editor** serves to publicize the activities of the Chapter by preparing, in consonance with the President, the Chapter newsletter, herein identified officially as the “Piedmont Piper”. The schedule of publications shall be as directed by the BOM. His directed objectives are to inform the members of recent happenings and present planned activities and programs of the Chapter, Georgia, and National Societies, of Chapters and of members. New member biographies shall be published to provide an introduction to Chapter Members. He shall disseminate official information and provide a vehicle for Officers of the Chapter to share and exchange views and information with the membership. The Editor shall determine the format and content of the newsletter for a joint review with the Publisher prior to publication and distribution. Articles contained shall be of interest to the membership in consonance with the objects of the Society. He shall ensure that his efforts remain within the budget to include postage if required and will report at the BOM meetings.
- N. **The Color Guard Commander** is responsible for the Chapter Colors and Flags and other paraphernalia belonging to the Chapter other than office equipment and supplies used by the Secretary. He shall maintain them in a proper state of repair, deliver them to, and install them in the meeting place as necessary for the conduct of meeting of the Chapter and BOM including the chapter bugle and the associated mp3 player mute.

- O. **The Webmaster** is responsible for creating and maintaining the Piedmont Chapter Website to capture the ongoing activities of our Piedmont Chapter members in the communities, schools, and ceremonies in our geography.
- P. **The Communications Director** ensures that all appropriate information communicated both to and from the Piedmont Chapter is passed on to ALL chapter members in a timely manner. This is facilitated by maintaining an accurate and up-to-date email distribution list of current members of the Piedmont Chapter.

Examples include (but not limited to):

- Monthly Chapter meeting announcements.
 - Coordinate list of meeting attendees (in-person and via Zoom).
 - Host Zoom meeting capability for those unable to attend in-person.
 - Prepares all certificates.
 - Prepares Chapter meeting PowerPoint slides for presentation to our members at each chapter meeting.
 - Coordinate Chapter meeting agenda with Chapter President and Vice-President.
 - Advise our chapter membership of any special meetings, ceremonies, or projects applicable for our members that may originate from our Piedmont Chapter, other Georgia SAR chapters, the Georgia Society SAR, or the National Society SAR.
- Q. **“After the expiration of the term of any officer**, it is the duty of the incumbent to deliver all books, papers, insignia, and other property of the Society to his qualified successor. In addition to any remedies that the Society may have at law, if a former officer shall willfully and improperly withhold or detain from his successor the books, papers, or other office property belonging to the Society or if he shall mutilate, destroy, take away, or otherwise prevent the complete possession by his successor of such books, papers, or other office property, it shall be grounds for suspension, expulsion or such other disciplinary action as may be authorized”.

ARTICLE V - MEETINGS

The American Flag shall be displayed and honored at all meeting of the Board and Chapter. Rules of procedure as set out in “Robert’s Rules of Order” (latest edition) shall be used in Board and Chapter meetings. A Parliamentarian may be appointed by the President who shall interpret such procedures for all meetings. There are five types of meetings held:

Section 1 – Annual Meeting

- A. The Annual Meeting of the Chapter is held for the purpose of installing Officers elected during the Chapter’s January meeting, receiving reports of Officers and Committees, and for any other business that may arise. The meeting shall be held during the month of February. The date and place of the meeting to be selected by the President of the Chapter upon the advice and consent of the BOM.

- B. Any rule, regulation, or resolution of a permanent nature, adopted at any Annual Meeting of the Chapter, shall continue in force until it is rescinded by majority vote of the Regular Members who are duly notified and are present at any Annual, Regular, or Special meeting of the Chapter.
- C. The quorum for the Annual Meeting of the Regular Membership shall consist of those members present in person and by electronic means at said meeting.

Section 2 – Regular and Special Board of Managers’ (BOM) Meetings

- A. The date, time, and place of each BOM meeting shall be selected by the President who shall cause to have the Board Members so notified by mail, email, or telephone at least ten days prior to the meeting.
- B. A Special Meeting of the BOM can be called by five or more Board Members provided that all Board Members are advised of the date, time, and place of the Special Meeting with notice given to all Board Members at least five days prior to the Special Meeting
- C. The quorum for all meetings of the BOM shall be at least five Board Members in person.
- D. Chapter members who are not members of the BOM, in good standing and upon invitation of the President, may attend the BOM meetings and participate in debate but may not vote.
- E. The functions of the BOM are:
 - To exercise Management and control over the affairs of the Chapter.
 - To create and staff additional Chapter offices and committees as needed.
 - To approve and authorize adjustments in the Chapter’s budget.
 - To fix Chapter dues and fees to be collected from applicants and members.
 - To fill vacancies which may occur in any office until the next Chapter’s Annual Meeting except that the Vice President shall, in the absence of the President, preside at meeting of the Chapter and the BOM.
 - To adopt and enforce rules and procedures which shall not be inconsistent with any provisions of the Georgia or National Societies of the SAR.

Section 3 – Regular and Special Meetings

- A. Unless otherwise ordered by the BOM, **Regular Meetings** of the Chapter shall be held the third Saturday of each month. A quorum for all Regular Meetings of the Chapter shall consist of those members present in person, on Zoom, or by proxy at said meeting.
- B. **A Special Meeting** of the membership may be called by the BOM or by two-thirds of the Regular Membership upon written request to the Board. Due notice by mail or email shall be given to every Regular Member no later than ten days preceding the Special Meeting, accompanied by a statement outlining the purpose of the meeting. A quorum for all Special Meetings of the Chapter shall consist of those members present in person or by proxy at said meeting.
- C. **Regular Meetings** will normally include a brief, 30 minutes fellowship mixer with breakfast before the formal “Call to Order”.

- D. **Regular Meetings** will follow an “Agenda” in consonance with that of the Georgia Society with copies provided the Vice President, Secretary, Treasurer, and Editor prior to the start of the meeting.
- E. **The Chapter meeting** will entertain a 20 minute “Guest Speaker Program” on topics related to the American Revolutionary War for Independence or on areas of common interest to the membership.
- F. Normal duration of the Regular Meetings shall be two hours to include the mixer.
- G. Wives and DAR members are encouraged to attend all meetings.
- H. The Treasurer will maintain a Chapter “Muster Roll” for membership sign in and record of payment for the fellowship mixer.

ARTICLE VI – DUES

Section 1 – Payment

In addition to those dues levied from time to time by the Georgia and National Societies, the Annual Dues of this Chapter shall be prescribed by the BOM. Such dues, together with the Georgia and National Society dues, shall be payable by check to the Chapter Treasurer to allow such payment to be forwarded to the Georgia Society Secretary before the last day of December each year. Alternatively, dues may be paid through the payment portal found on the Georgia Society SAR website. There is no “grace period.”

Section 2 – Loss of Membership

Dues not paid by the designated date will cause the member to be dropped from membership by the Georgia Society Secretary.

Section 3 – Reinstatement

A member of the Chapter who has been dropped from the membership for non-payment of dues may be reinstated upon application and payment of current annual dues.

ARTICLE VII – COMMITTEES

Section 1 – Appointments

Upon the election of a new President of the Chapter, the incoming President shall make such appointments or reappointment of Committee Chairmen to all standing Committees to serve upon the installation of the incoming President, less the special Executive, Nominating and Awards Committees. Once Chairmen have been determined, the incoming President shall, with advice of the current President and newly appointed Committee Chairman, appoint members to that Committee.

Section 2 – Special Committees

The President shall appoint a Past President to serve as Chairman of the Awards Committee. All suggestions for awards shall be referred to the Committee for review and recommendation to the Board in accordance with the NSSAR Medals and Awards Manual.

Section 3 – Duration

The duration of service as Chairman or member of a standing Committee is normally from Annual Meeting to Annual Meeting. Due to the start of the School Year, about six months prior to the Annual Meeting, with many of the Committees having school activities, the current President shall inquire as to the desires of interested members to continue to serve in their positions for another year and shall so inform the BOM. This allows the incoming President some flexibility at the time of his appointments prior to the Annual Meeting.

ARTICLE VIII – INTERPRETATION

The interpretation of this Combined Constitution and Bylaws shall rest with the BOM. Rules and Regulations for the Chapter operations and activities not herein before covered shall be proposed by the BOM and shall be subject to a vote of the Chapter.

ARTICLE IX – AMENDMENTS

This Combined Constitution and Bylaws may be amended by a two-thirds vote of the Regular Members present and voting at any Chapter Meeting of the Chapter, provided that the proposed amendment or amendments have been submitted in writing to the BOM at a regular meeting thereof at least forty-five days prior to the vote. The BOM shall make its report recommending approval or disapproval of the proposed amendments (s) at the Regular Meeting where the vote is to be taken. The President shall cause notice of any proposed amendment to be mailed to all Chapter Members, at least thirty days prior to the vote.

Piedmont Chapter Standing Rules ***(As approved by the BOM)***

1. The fiscal year shall be defined as January 1 through December 31.