



35 Section 3. A member in good standing, upon his written application, shall be given by  
36 the Secretary a demit or letter of transfer to any other Society of the Sons of the American  
37 Revolution without payment of any fee for the demit. He may resume active membership by  
38 advising the State Secretary and remitting a fee for reinstatement and the current annual dues.

39 Section 4. A member of any other State society, in good standing, may transfer to and  
40 become a member of the West Virginia Society of the Sons of the American Revolution, or may  
41 be permitted to hold dual Membership therein, without fee, upon written application and the  
42 presentation of proper evidence of such membership. No dues shall be charged for the year in  
43 which such transfer is received or Dual Membership is granted, provided such State and  
44 National dues have already been paid to the transferring Society and the prescribed dues have  
45 been paid to the National Society. Thereafter, such member shall pay to the West Virginia  
46 Society the annual dues assessed by said Society.

47 Section 5. The membership, for the purpose of determining the right to vote at any  
48 annual of special meeting, shall be classified as chapter members or members at large. Chapter  
49 members shall include persons who are members of the chapter. Members at large shall  
50 include all other persons who are members of the West Virginia society of the Sons of the  
51 American Revolution.

52 Section 6. Any man eligible under the Constitution to membership in the Society may,  
53 by a vote of two-thirds of the members present at a regular meeting, be elected an Honorary  
54 Member, provided that he shall have been recommended for Honorary Membership by the  
55 Board of Management and notice thereof shall have been given members with the notice of the  
56 meeting. Honorary members shall pay no initiation fee of dues and shall not hold office or  
57 vote.

58 Section 7. The official designation of a member shall be Compatriot.

59 Section 8. A Life Active Membership may be provided by the State Society.

60 **ARTICLE IV – OFFICERS**

61 Section 1. The officers of the West Virginia Society of the Sons of the American  
62 Revolution shall be a President, a Vice-President, a secretary, a Treasurer, a Registrar, a  
63 Chaplain, a Chancellor, and a Historian, all of whom shall be elected at the annual meeting and  
64 shall hold office for one year and until their successors have been elected and qualified. The  
65 First Vice-President shall not be elected from the same chapter as the President.

66 Section 2. The offices of Secretary and Treasurer, Secretary and Registrar, or Treasurer  
67 and Registrar, may be combined and held by the same person. No person shall be eligible to

68 serve as President of the West Virginia Society for consecutive terms, either full or partial,  
69 aggregating more than two years. A person having served as president for two years shall be  
70 ineligible for election to that office for a period of one year.

71 **ARTICLE V – BOARD OF MANAGEMENT**

72 Section 1. the Board of Management of the West Virginia Society of the Sons of the  
73 American Revolution shall be composed of all of the current State Officers, the National  
74 Trustee, the current Presidents of the various Chapters, all living Past Presidents of the State  
75 Society, all living Presidents-General of the National Society whose primary membership is in  
76 the West Virginia Society and six members of the West Virginia Society of the Sons of the  
77 American Revolution, two of whom shall be elected at each annual meeting for a term of three  
78 years and until their successors have been elected and qualified. The President shall be the  
79 Chairman of the Board, and the Secretary the Secretary thereof. Five members of the Board  
80 shall constitute a quorum for the transaction of any business.

81 **ARTICLE VI – COMMITTEES**

82 Section 1. The President and one of the Vice Presidents designated by the President,  
83 the Secretary, the Treasurer, and the Registrar, and two members of the Board of Management  
84 designated by the President, if required to make five members shall constitute the Executive  
85 Committee, which, in the interim between meetings of the Board of Management, shall attend  
86 to all current business, subject to its action being reported and approved at the next succeeding  
87 meeting of the board. The president shall be the chairman of the committee and the Secretary  
88 the secretary thereof. A majority of the members shall constitute a quorum for the transaction  
89 of any business.

90 Section 2. The Credentials Committee shall be composed of the State Secretary, who  
91 shall serve as chairman, and two other members appointed by the President.

92 Section 3. The President may appoint such other committees as he deems desirable  
93 from time to time.

94 **ARTICLE VII – VACANCIES**

95 Section 1. Vacancy in office, other than the President, by reason of resignation, death,  
96 moving to another state of cause, shall be filled by appointment by the President, subject to the  
97 approval of the Board of Management at its next meeting.

98 Section 2. In case of a vacancy in the office of President, the First Vice-President  
99 automatically becomes President for the unexpired term and the Second Vice-President  
100 automatically becomes First Vice President for the unexpired term.

101 **ARTICLE VIII – CHAPTERS**

102 Section 1. In furtherance of the objects of the Society it shall be the duty of the Board of  
103 Management to encourage the formation of chapters throughout the jurisdiction. Upon the  
104 petition of ten or more members residing in the same locality, the Board may, at its discretion,  
105 authorize the formation of a Chapter to be known as the \_\_\_\_\_ CHAPTER OF  
106 THE WEST VIRGINIA SOCIETY OF THE SONS OF THE AMERICAN REVOLUTION and fix its  
107 jurisdiction. Such chapters may adopt a constitution and by-laws not in conflict with the  
108 Constitution and By-Laws of the State Society. A copy of the constitution and by-laws so  
109 adopted and all amendments which at any time may be made thereof shall be filed with the  
110 Secretary of the State Society. Any person who shall be suspended, expelled or in any way lose  
111 his membership in The West Virginia Society of the Sons of the American Revolution shall  
112 thereupon cease to be a member of the chapter to which he may belong.

113 Section 3. A Chapter shall hold a minimum of four meetings each year, one of which  
114 shall be designated as the Annual Meeting for the election of officers. Any chapter may be  
115 adjudged by the Board of Management as having forfeited its chapter for any one or more of  
116 the following reasons: 1.) Failure to hold four meetings in any year; 2.) Lack of participation in  
117 West Virginia Society events or activities; 3.) Failure to make return of and pay over monies due  
118 to the West Virginia Society; Failure to make report to the State Secretary as required under  
119 Section 6. Of this Article; 5.) Lack of membership enhancement activity; 6.) Misuse of funds;  
120 Inability of a Chapter to grow or function adjudged due to its internal structure; and 8.) Any  
121 other supported evidence that the Chapter is not conforming to the objects and spirit of the  
122 West Virginia Society.

123 Section 4. Upon forfeiture of the charter of any chapter, all documents, books, moneys,  
124 and other properties belonging to and in possession of the chapter shall be delivered over to  
125 the West Virginia Society of the Sons of the American Revolution to be taken and held until  
126 such chapter has been reinstated, provided, however, that if the chapter has not been  
127 reinstated within a period of two years, all such property shall become the property of the  
128 State Society and may be disposed of as the Board of Management shall deem wise and  
129 expedient.

130 Section 5. Prior to the convening of the annual meeting of the State Society, each  
131 chapter shall nominate as delegates to the National Congress, one member in good standing for  
132 each fifty chapter members, or part thereof, and shall duly certify such names to the State  
133 Secretary. In the event that any chapter fails to make and timely certify such nominations, it  
134 shall then be the duty of the delegates at the annual meeting and/or Board of Management, to  
135 fill the quota of delegates to the National Congress from the list of nominees and from other  
136 members in good standing.

137 Section 6. All chapters shall make such reports to the State Secretary as may from time  
138 to time be called for, and shall submit on or before March 20<sup>th</sup> of each year a report setting  
139 forth by name, the additions, transfer and deaths of its membership, a statement of the  
140 amounts paid to the Treasurer of the State Society, and such other matters as may be required  
141 by the Board of Management.

142 Section 7. The State President may appoint in any county in which no chapter exists a  
143 County Chairman to promote the growth of membership in that county and to organize a  
144 Chapter in such county.

#### 145 **ARTICLE IX – MEETINGS**

146 Section 1. the Annual Meeting of the Society shall be held on the fourth Saturday in  
147 April at whatever place and hour shall be designated by the State Board of Management,  
148 provided, however, that the Board of Management may fix the date for any Annual Meeting  
149 not more than thirty days prior to or thirty days after said date. Special meetings of the Society  
150 may be called at any time and place by the State President or the State Board of Management,  
151 five days written notice of all special meetings and ten days written notice of the annual  
152 meeting being mailed by the State Secretary to all members of the Society. Ten members of  
153 the Society shall constitute a quorum for the transaction of business at any regular or special  
154 meeting of the Society, provided however that not less than three chapters shall be  
155 represented.

156 Section 2. The Annual Meeting shall be conducted in three sessions, referred to as the election  
157 of officers, the banquet and installation of officers, and the business meeting. The order of  
158 business at the annual meeting shall be:

- 159 1. Session 1: Election of officers
  - 160 a. Call to order
  - 161 b. Opening: invocation, Pledge of Allegiance, SAR Opening Pledge
  - 162 c. Report of the Nominating Committee
  - 163 d. Election of officers and two new members of the Nominating Committee.
  - 164 e. Recess
- 165 2. Session 2: Annual banquet and installation of officers
  - 166 a. Call to order
  - 167 b. Invocation by the Chaplain
  - 168 c. Song—Star Spangled Banner or Pledge of Allegiance
  - 169 d. SAR Opening Pledge

- 170 e. President's address.
- 171 f. Installation of officers
- 172 g. Benediction
- 173 h. Recess

174 3. Session 3: Business meeting

- 175 a. Call to order
- 176 b. Opening: invocation, Pledge of Allegiance, SAR Opening Pledge
- 177 c. Roll Call of Delegates
- 178 d. Reading of minutes of last annual of special meeting(s).
- 179 e. Appointment of Session Committees.
- 180 f. Reports of Officers.
- 181 g. Report of National Trustee.
- 182 h. Report of Standing Committees.
- 183 i. Report of Special Committees.
- 184 j. Old or unfinished business.
- 185 k. New business.
- 186 l. SAR Closing
- 187 m. Benediction
- 188 n. Adjourn

189 Section 3. Special meetings may be called at any time by the President and shall be  
190 called by him when directed by the Board of Management, or upon written request of three  
191 chapters, properly signed by their officers, of similar request of twenty-five members at large.  
192 Ten days previous notice of the time and place of such meetings and the business to be  
193 transacted shall be mailed to the several chapters and to all members at large. No business not  
194 set forth in the notice shall be transacted at any special meeting.

195 Section 4. The right to vote at any annual meeting of special meeting shall be limited to  
196 the delegates in good standing in attendance. Each chapter shall be entitled to one delegate  
197 for every twenty-five members of fraction thereof. The members at large shall be entitled to  
198 one delegate for every twenty-five or fraction of their number. All officers and former  
199 Presidents of the West Virginia Society or the Sons of the American Revolution and the  
200 President or Vice President of each Chapter shall be delegates-at-large. Prior to the convening  
201 of any annual or special meeting, the names of the delegates to which each chapter is entitled,  
202 and the delegates to which the members-at-large are entitled shall be registered with the State  
203 Secretary. It shall be the duty of the Secretary, from the names so registered, to prepare the

204 official roll of delegates. No delegate may represent more than one chapter or any chapter of  
205 which he is not a member.

206 Section 5. The Board of Management shall hold two regular meetings each year. The  
207 first shall be held during the months of September or October of each year, and the second  
208 shall be held not less than two weeks before the annual meeting of the Society. Special  
209 meetings may be called at any time by the President, or shall be called by the Secretary upon  
210 written request of five members of the Board. The hour and place of such meetings shall be  
211 determined by the President.

## 212 **ARTICLE X – NOMINATIONS AND ELECTIONS**

213 Section 1. There shall be a nominating committee consisting of four members, two of whom shall be  
214 elected each year for a term of two years. If practical, this committee shall be constituted so that at least  
215 two of the members are past state presidents and with not more than one member from any one  
216 chapter. No member of this committee whose term is expiring shall be re-elected to this committee.  
217 This committee shall annually nominate a candidate for each elective district office, for National Trustee,  
218 and for, when appropriate, for Vice President General nominee. Its nominating report shall be mailed  
219 first class, hand delivered, or sent via email to the secretary not less than 28 days prior to the date of the  
220 annual meeting. The secretary shall ensure that the report of the nominating committee is posted on  
221 the website of the State Society and mailed or emailed to the current officers and chapter presidents  
222 not less than 21 days prior to the Annual Meeting.

223

224 Section 2. Other nominations may be made, but only by written notice signed by ten members of the  
225 Society from three or more chapters. If any nominee shall be unable or refuses to serve, or shall be  
226 found to be ineligible, nominations to fill the office shall be made from the floor of the annual meeting.

227

228 Section 3. At any election, each delegate to the Annual Meeting present and in good standing shall have  
229 one vote for each office to be filled. Voting shall be in the following manner:

230 a) Cumulative voting is prohibited.

231 b) Election to an uncontested office may be effected by a supported motion and voice vote.

232 c) Election to a contested office shall be effected by ballot, unsigned and cast in person. and the results  
233 shall be tabulated and announced to the members before the close of the meeting.

234 d) In the event no candidate for an office receives the majority of votes cast for that office, a runoff  
235 election shall be held between the two candidates receiving the most votes in the first election.

236

237 Section 4. The election of officers shall be held during the first session of the Annual Meeting. Those  
238 officers elected shall assume their offices following the installation of officers held during the second  
239 session during the Annual Meeting.

240

241 Section 5. The Board of Management shall nominate Delegates-at-Large to the National Congress, and  
242 upon election, the Secretary shall certify the name of such delegates to the ensuing Annual Congress of  
243 the National Society.

244

#### **ARTICLE XI – FEES AND DUES**

245 Section 1. Each application for membership in this Society shall be accompanied by an  
246 initiation fee and dues in the amounts stated in the By-Laws.

247 Section 2. The following male applicants, provided they are eligible and acceptable to  
248 membership under the Constitution of this Society, shall be exempt from the payment of an  
249 initiation fee, but shall pay the prescribed fee for his certificate of membership and the annual  
250 dues as provided in the By-laws.

251 (a) A son of a member of the Society, or the National Society of the Daughters of the  
252 American Revolution, who, at the time of such son's application is in good standing;  
253 or, if deceased, was at the time of his or her death, in good standing in such  
254 societies; if elected to membership before attaining the age of twenty-five years.

255 (b) A male member of the National Societies of the Children of the American  
256 Revolution, the Children of the Revolution, or the Washington Guards, who, not  
257 later than one year after his twenty-first birthday, presents a valid transfer card to  
258 the Society.

259 (c) A member of the General Society of the Sons of the Revolution, who, at the time of  
260 application for membership, is in good standing in such society.

261 Section 3. Any member on active military shall be exempt from payment of annual dues  
262 as long as such dues are exempted by the National Society, and/or are paid by the Chapter.

263 Section 4. All membership dues shall be based on the calendar year. Each Chapter shall  
264 collect such dues and remit the State and National dues to the State Treasurer not later than  
265 December 31<sup>st</sup> of the current year. All other fees collected in relation to the business of the  
266 Society shall be paid to the State Treasurer at the time of the transaction.

267 Section 5. Any member who has been suspended for non-payment of dues of who has  
268 resigned from membership in the Society, may be reinstated upon written application and

269 payment of such sum as shall be fixed by the Board of Management, and the reinstatement fee  
270 due the National Society. If, in the opinion of the chapter committee or state committee on  
271 membership, the applicant for reinstatement is not personally acceptable to the society, the  
272 application shall be referred to the State Board of Management for its decision, which shall be  
273 by written ballot, three-fourths vote being required to elect.

274 Section 6. The annual dues of chapter members shall be paid to the Chapter Treasurer  
275 and the annual dues of the members-at-large shall be paid to the State Treasurer. A final  
276 settlement for each and every member enrolled and not previously accounted for shall be  
277 made by the State Treasurer not later than December 31<sup>st</sup> of each year.

278 Section 7. Any member whose dues shall remain in arrears for three months after  
279 written notice has been given him may be dropped from the roll of membership by a two-thirds  
280 vote of the members present at a Chapter Meeting and/or the Board of Management.

281 Section 8. Upon the transfer of a member-at-large to a chapter, the State Society shall  
282 be entitled to the current year's dues of said member.

283 Section 9. In the event fees and/or dues are either waived, increased, or decreased by  
284 the National Society, such act will automatically waive, increase, or decrease the amount  
285 collected by the State Society, or its chapters for payment to the National Society.

286 Section 10. Applicants elected to membership within sixty days of the end of the  
287 calendar year, and who have paid the initiation fee and annual dues prescribed herein, shall not  
288 be liable for the payment of dues for the year following their admission.

289 Section 11. The annual dues paid to the State Society, or any portion thereof, may be  
290 remitted by the State Board of Management in individual cases where the Board may deem  
291 such action justified; however, no general remission of dues shall be made for any reason.

## 292 **ARTICLE XII – PROPERTY**

293 Section 1. Any and all property(ies) whether the same be real, personal or mixed,  
294 including documents of whatsoever form, nature or kind, directly or indirectly, whether in the  
295 possession of the West Virginia Society or any of its Chapters or members shall be deemed  
296 solely owned by the West Virginia Society and controlled by the West Virginia Society  
297 Constitution and ByLaws. Any contrary individual claim of ownership of said property shall be  
298 void.

## 299 **ARTICLE XIII– TRUST AND ENDOWMENT FUND**

300 The Trust and Endowment Fund may be established by the State Society. It is a special  
301 fund to receive, administer and invest funds which may be donated to it. The donations may be  
302 donated for specific purposes according to the desires of the donor. It shall be administered by  
303 the Board of Management of the State Society. An annual report of the financial condition of  
304 the fund shall be presented each year to the Annual meeting of the West Virginia Society for  
305 the meeting's approval.

306 **ARTICLE XIV – FISCAL YEAR**

307 Section 1. The fiscal year of the West Virginia Society of the Sons of the American  
308 Revolution shall begin on the first day of January and end on the thirty-first day of the following  
309 December. The fiscal year of each Chapter shall be established by the Chapter.

310 **ARTICLE XV – PARLIAMENTARY AUTHORITY**

311 The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall  
312 govern the Society in all cases to which they are applicable and in which they are not  
313 inconsistent with this Constitution, the Bylaws of the Society, and any special rules of order the  
314 Society may adopt.

315 **ARTICLE XVI - AMENDMENTS**

316 Section 1. The Constitution may be amended by two-thirds vote of the members  
317 present and voting at an annual meeting of the Society, or a special meeting called for such  
318 purpose, provided the proposed amendment has been submitted in writing ten (10) days prior  
319 to the meeting day of such annual or special meeting and a copy thereof mailed to the  
320 Secretary of each chapter and to each member-at-large.

321 **ARTICLE XV - ADOPTION**

322 Section 1. This Constitution shall be in force and effect upon adoption; and all Articles  
323 and sections of Articles in conflict herewith are hereby repealed.

324