



The Delaware Crossing Patriot
Kansas Society
Sons of the American Revolution
 December 2022
 Metro Kansas City's Oldest & Largest Chapter, Founded 1960

The Revolution is coming!
Three Years - 7 Months - Four Days

NEXT MEETING:

When: December 17, 2022

Where: Hilton Garden Inn. 12080 Strang Line Road, Olathe, KS 66062, 6:30pm

Reservations & Cost: For reservations, email Secretary@dxsar.com or call Steven French (913)-832-6034 by 7:00 PM, Wednesday, December 14, 2022.

Cost: **\$45.00/person**

Program: Christmas Party



CALENDAR & COMING EVENTS

January 2023

- 18 DX EC Meeting
- 21 DX Chapter Meeting

February 2023

- 4 BOG Meeting
- 8 DX EC Meeting
- 11 DX Chapter Meeting

March 2023

- 8 DX EC Meeting
- 11 DX Chapter Meeting

The President's Corner



By Larry Tatum

I'm always overwhelmed by the Holiday Season. When I was young, I worried that I hadn't been good enough for Santa (I wasn't) and now that I'm a senior citizen, I worried that I'm not going to be able to be a good Santa (I'm not).

On top of that, there doesn't seem to be enough time to do the simple tasks such as decorating the house with the childhood memories of my family

and scheduling the many conflicting holiday functions.

But in the end, we all survive, and the memory of 2022 will be that it was the best ever. Please try to relax during these happy times, take the tasks in stride without complaint and feel the joy of the holidays with love of the present and hope for the future.

Now for some important Delaware Crossing business. Our Bylaws committee, chaired by Dewey Fry, has completed the much needed amendments to our Bylaws. These changes have been unanimously approved by the Executive Committee and the final product is included in this newsletter. Please study the proposed amendments and be prepared by vote on them at the January 2023 Chapter Meeting.

Finally, I wish a Merry Christmas and a Happy New Year to all of the Delaware Crossing members and their families and I hope to see you at our Chapter Christmas Party on December 17th.



Plan on Attending the Delaware Crossing Annual Christmas Party

The Annual Delaware Crossing Christmas Party will be held on Saturday evening, December 17th, at 6:30pm. This annual event is always a high point of the year, as it affords all of us a great opportunity to socialize while celebrating the Holidays. Please do not miss this once-a-year chance to eat, drink and be merry with your Delaware Crossing family.

This year's entertainment will a 5-piece string ensemble from Blue Valley Northwest High School composed of :

- Megan Wang, violin
- Lois Kim, violin
- Shreyas Krishnan, viola
- Jennifer Liu, cello
- Ansh Gugnani, bass

This will be the first year for Megan Wang to perform for us, the others enjoyed performing so much last year that they requested to do it again.

They will play during dinner starting at approximately 7:00pm to 7:30pm (and maybe longer). You won't be disappointed; they are outstanding musicians.

The holiday dinner menu will be the "Some Like It Hot" Buffet served with:

- House salad and fresh baked bread
- Garlic mashed potatoes
- Seasonal fresh vegetables
- Cedar planked salmon
- Smothered beef steak tips

Cash Bar

Make your plans to attend this wonderful event, we look forward to seeing all of you at the party.



Past President Ken Ludwig presents Dr. Curtis S. King with a Certificate of Appreciation.

The Battle of Westport by Dr. Curtis S. King

Those of us in attendance were at the November Chapter Meeting experienced an educating presentation on a local Civil War battle, the Battle of Westport.

It was presented by Dr. Curtis S. King who is civilian instructor at Fort Leavenworth in the US Army Combined Arms Center. He spoke briefly about the weapons used and in-depth about the three days of battles that comprised the Battle of Westport. Detailed maps that he created aided in his presentation the understanding by the audience.

For those who were not in attendance, you missed a well-done presentation on a bit of local history. Dr. King left the chapter a copy of his PowerPoint presentation, for chapter members enjoyment. If

you have not already received a copy and wish one, please contact secretary@dxsar.com

The is also what is termed a Walkover document to help understand it; however, what is missing is the in-depth knowledge exhibited by Dr. King.



Dr. King illustrates the beginning of the battle.



Dr. King gives a dramatic depiction of the Battle.



Ken Ludwig, Dennis Nelson, Della Rae Rambo, Dewey Fry, and Rick Alley.

Life Saving Award Presented to Della Rae Rambo

Mrs. Rambo was presented the SAR Life Saving Award by immediate Past President Ken Ludwig, then she told of the event.

In early October Mrs. Rambo was outside a classroom assisting another student in her role as Administrative Assistant to the Principal at Lakewood Middle School when a teacher came running out of her classroom asking for medical assistance for a student who was choking on a Tootsie roll. The teacher had attempted actions of her own to help the student but had failed.

She acted with great control having been trained in life saving procedures such CPR and the Heimlich maneuver. After calling the front office for

assistance, she ran into the classroom and immediately started to perform the Heimlich maneuver on the student, who she said was visibly choking and turning colors; humans turn blue from lack of oxygen in their blood.

Mrs. Rambo stated that she yelled at the other kids to leave the classroom because she didn't know what the outcome was going to be, and she didn't think they should be witnessing all that." After about 15 every increasing in intensity maneuvers, Mrs. Rambo was able to dislodge the Tootsie roll from the student's airway, when it was dislodged the student started chewing on it again. She loudly advised him to **spit it out**, he complied.



Past President Ken Ludwig presents Della Rae Rambo with the Life Saving Award Medal and Certificate.



Color Guard at the Honor Flight at MCI.

New Delaware Crossing Chapter Color Guardsman

Many of you are not aware that we have a new Color Guardsman. He is our President Larry Tatum. Larry received his uniform on October 18 and wore it to an Honor Flight reception on October 20.

His next event was a Naturalization Ceremony on November 18 at the Robert J. Dole U.S. Courthouse in Kansas City, KS.

Larry, welcome to the Color Guards of DX and the Kansas Society.

Dewey Fry
KSSSAR Color Guard Commander

(Dewey forced me to print this, his actual words were: Yes, you must publish in the Patriot – Dewey)



Alan Martin, Dewey Fry, a New American Citizen, Jeff Winters, & Larry Tatum.



Alan Martin, Dewey Fry, a New American Citizen, Jeff Winters, & Larry Tatum.

Proposed Changes to the Delaware Crossing Bylaws

The following changes to the Delaware Crossing Bylaws has been unanimously approved by the Executive Committee. Please review the attached amended documents in preparation of a vote to approve at the January 21, 2023, Chapter Meeting.

The amended Bylaws are presented first, and the working draft with the changes and explanations are presented next.

January 21, 2023 Vote on Proposed Amendments to the Delaware Crossing Chapter Sons of the American Revolution Constitution and By-Laws

Compatriots,

For at least twenty years the Delaware Crossing Chapter has operated using a process of having two meetings per month. The first has been the meeting of the Executive Committee. It has traditionally been held on the Wednesday Evening prior to the Saturday morning Chapter Meeting.

The Meeting Order of Conduct in Article VI of the By-Laws specifies order of the individual Activity that is to take place and the person who is to preside over it. There has been no differentiation in the By-Laws in the order The Executive Committee Meeting or the Chapter Meeting.

During the past twenty plus years, the Executive Committee Meeting has been where business and planning not requiring voting by the membership has been addressed and active upon. In addition to the officers as cited by the Constitution as comprising the Executive Committee, many Appointed Officers and Committee Chairmen have actively participated in the Executive Committee Meeting. Additionally, the Meeting Order of Conduct has been less formal during Opening Ceremonies, very rarely has a new member been inducted at the Executive Committee Meeting and there has been no break for a meal, or a Program.

During those twenty plus years of the past, New Business and Unfinished Business have rarely been conducted at a Chapter Meeting. Reports of Officers, Standing Committees and Special Committees have been rare as those have been made at the Executive Committee Meetings. The one exception is the Treasurer's Report has been given verbally at the Chapter Meetings. By not attending to business and report each meeting, the meeting has been shortened and more allowing more time for enjoyment of the meal and the Program.

Inasmuch as the above, and more, have been the practice that has been employed successfully during the past twenty plus years the Executive Committee is proposing to update the Constitution and By-Laws to make them a matter of record by amending both documents. Additionally, some minor correction to spelling have been included.

Additionally, proposed amendments are included to update the By-Laws to meet the requirements of the National Society Sons of the American Revolution.

The members who attend the January 21, 2023 Annual Chapter Meeting are scheduled to vote on the proposed amendments. To aid you in your understanding 3 forms of each the Constitution and By-Laws are included. One is the Constitution as last amended on January 15, 2000 and the other is the By-Laws as last amended on 12/15/2018. One is a copy illustrating the changes in red lettering and with notations, often this is referred to as a Walkover. The third is a copy of each of the Constitution and the By-Laws with the proposed amendments to be voted on for approval.

If you are unable to open the pdf format of the documents, please contact the Chairman of the temporary Constitution and By-Laws Committee, Dewey Fry, at deweyf@kc.rr.com.

CONSTITUTION

Delaware Crossing Chapter

Kansas Society, Sons of the American Revolution

Article I

Chapter Name

Section 1.

The name of this organization shall be: Delaware Crossing Chapter, Kansas Society, Sons of the American Revolution.

Article II

Objectives

Section 2.

The objectives of the Chapter shall be to unite and promote fellowship among the descendants, and perpetuate the memory of the men, who by their services and/or sacrifices during the war of the American Revolution achieved the Independence of the American People; to inspire among the members of this Chapter and the community at large 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 Revolutionary patriots, and documents, relics and landmarks connected with the War; to mark the scenes of the Revolution by appropriate memorials; to celebrate the anniversaries of the prominent events of the War; to maintain and extend the institutions of American Freedom; and to carry out the injunctions of George Washington in his farewell Address to the American People.

Article III

Membership

Section 1.

Any member in good standing of the National Society, Sons of the American Revolution, and any State Society thereof, shall be eligible for membership in the Delaware Crossing Chapter, The Kansas Society, Sons of the American Revolution, upon demonstrating satisfactory proof of such membership to the Secretary of the Chapter and upon payment of the current annual membership dues for the Chapter.

Article IV **Officers**

Section 1.

The elected officers of this Chapter shall be a President, an Executive Vice-President, a Vice-President for Programs, a Secretary, a Treasurer, Assistant Treasurer and a Registrar/Genealogist, each of whom shall be elected by a majority vote of the members present at the annual meeting of the Chapter, and who shall hold office for one year or until their successors are elected and qualified.

Section 2.

The elected officers of the Chapter shall attend and be formally installed at the Annual Conference of the Kansas Society, Sons of the American Revolution.

Section 3.

The Executive Committee of the Chapter shall consist of the aforementioned elective officers and the nearest immediate Past President available to fill the duties of a member of the Executive Committee, and so named by the elective members of the Committee; and at meetings, four or more shall constitute a Quorum.

Section 4.

The appointive officers of this Chapter shall be a Chancellor, an Historian, a Chaplain, a Representative to the State Board of Governors, a Sergeant-at-Arms, a Membership Chairman and a Parliamentarian. These officers and appropriate Committee Chairmen shall be appointed by the President.

Article V **Meetings**

Section 1.

Regular meetings shall be held on the third Saturday of each month of the Calendar Year except when special events and circumstances call for changes in the date.

Section 2.

The Annual Meeting of the Chapter shall be held in January before the Annual Conference of the Kansas Society of the Sons of the American Revolution, at the call of the President or the Executive Committee, for the transaction of general business and the election of officers for the ensuing year.

Section 3.

Special meetings may be called by the President, or by the Executive Committee, at any time, provided, however, the Chapter shall meet at least once in each Calendar Month.

Section 4.

No business shall be transacted at any special meeting, excepting that for which the meeting was called, unless by a two-thirds vote of the members present.

Article VI **Amendments**

Section 1.

Amendments to this Constitution may be offered at any meeting of the Chapter, but shall not be acted upon until the next annual meeting. Amendments to the By-Laws may be offered at any meeting, but shall not be acted upon until the next regularly called meeting.

Section 2.

A copy of every proposed amendment shall be included in the Chapter Newsletter with a notice of the meeting at which the same is to be acted upon at least two weeks prior to said meeting.

Section 3.

A vote of two-thirds of the members present and voting shall be necessary to the adoption of any amendment, either to the Constitution or to the By-Laws.

Article VII **Dissolution**

Section 1.

Two-thirds of the then dues-paid members of the Chapter may dissolve the Chapter at any meeting thereof, provided, however, notice to all dues-paid members must be provided at least thirty (30) days prior to such meeting.

Section 2.

In the event the Chapter shall fail to meet for twelve (12) consecutive months, the Chapter shall be deemed dissolved as of the end of the month in which the twelfth meeting would have occurred.

Section 3.

In the event of dissolution of the Chapter, for any reason, all assets in the name of the Chapter shall be transferred to the Kansas Society, Sons of the American Revolution, and held thereby subject to the Constitution and By-Laws of such Society with respect to dissolved chapters. In the event no officer can be located, such assets shall be deemed transferred to the Kansas Society, Sons of the American Revolution, by authority of this provision. For these purposes, certified statements from the President and Secretary of the Kansas Society, NSSAR, shall be sufficient proof of the fact of dissolution.

A Draft of the Delaware Crossing Chapter Constitution with notations on the proposed amendments to be presented at the Chapter's Annual Meeting 14 Jan 2023

Additions are in red letters and underlined, deletions are in red letters and lined through.

CONSTITUTION

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anniversaries of the prominent events of the War; to maintain and extend the institutions of American Freedom; and to carry out the injunctions of George Washington in his farewell Address to the American People.

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Section 2.

The elected officers of the Chapter shall attend and be formally installed at the Annual Conference of the Kansas Society, Sons of the American Revolution.

Section 3.

The Executive Committee of the Chapter shall consist of the aforementioned elective officers, ~~and~~ the nearest immediate Past President available to fill the duties of a member of the Executive Committee, ~~and~~ so named by the elective members of the Committee; ~~and~~ the appointive officers of this chapter as set out below. ~~a~~ At meetings, four or more shall constitute a Quorum. Standing and appointive Committee Chairman are encouraged to attend the Executive Committee Meetings and may make, second and vote on motions.

Section 4.

The appointive officers of this Chapter shall be a Chancellor, an Historian, a Chaplain, a Representative to the State Board of Governors, a Sergeant-at-Arms, a Membership Chairman and a Parliamentarian. These officers and appropriate Committee Chairmen shall be appointed by the President.

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No business shall be transacted at any special meeting, excepting that for which the meeting was called, unless by a two-thirds vote of the members present specifically stating such proposal.

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Amendments to the By-Laws may be offered at any meeting, but shall not be acted upon until the next regularly called chapter meeting.

Section 2.

A copy of every proposed amendment to the Constitution or By-Laws shall be included in the Chapter Newsletter with a notice of the meeting at which the same is to be acted upon at least two weeks prior to said meeting.

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Amendments Approved Date: 12/15/2018)

By-Laws of the DELAWARE CROSSING CHAPTER Kansas Society Sons of the American Revolution

Preamble

Delaware Crossing Chapter, Kansas Society of the Sons of the American Revolution has been chartered and organized as a patriotic, historical, and educational non-profit corporation, in accordance with United States 501(c)3, that seeks to maintain and extend the institutions of American freedom, and appreciation for true patriotism, a respect for our national symbols, the value of American citizenship, and to perpetuate the memory of the men who, in military, militia, or civil service by their actions helped achieve American Independence, and the unifying force of e pluribus unum. Other objectives of the Chapter are:

1. To keep alive the spirit of patriotism.
2. To foster devotion towards the institutions of our country.
3. To encourage historical research in relation to the American Revolution.
4. To preserve documents, artifacts, relics, landmarks, and individual records of the period surrounding the American Revolution.
5. To carry out the injunctions of George Washington as outlined in his farewell address to the American people.
6. To promote and participate in public celebrations related to patriotic anniversaries.
7. To instill the importance of these objectives upon up-and-coming generations.

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Article I Membership and Dues

Section 1. Application for Membership

An application for the membership shall be made on one original acid free NSSAR watermarked application form for National and one reproduction copy on acid-free paper to be retained by the State and one copy on regular paper retained by the Chapter. The form used must be approved by National. The applicant must be sponsored by two members in good standing in the Kansas and National Societies. The application, together with a check in payment of the admission fees and the current National, State and Chapter dues, shall be submitted to the Chapter Treasurer who in turn writes a check to KSSAR.

Section 2. Admission to Membership

An applicant, who has fulfilled qualification criteria of the National Society of the Sons of the American Revolution, shall become a member of the Delaware Crossing Chapter, Kansas Society, Sons of the American Revolution, when notice of approval of his application has been received from the National and State Societies, or by demonstrating satisfactory proof of such membership to the Registrar/Genealogist of the Chapter.

Section 3. Induction of New Members

Upon notification of approval of an applicant's application for membership in the Society, the induction ceremony of the new compatriot will be held at the next meeting of the Chapter when the applicant or his representative is present. If the new member is unable to attend due to physical difficulties, the induction ceremony will be conducted at a time and place convenient to the applicant. The induction ceremony will be in accordance with a ceremony approved by the Executive Committee.

Section 4. Dues

- 4a) The membership year shall be from 1 January through 31 December.
- 4b) The amount of the annual Chapter dues shall be determined by the Chapter at any regular meeting of the Chapter after 30 days' notice by publication in the Chapter newsletter, and shall be due 1 January of the next year.
- 4c) Any member who shall fail to pay his annual dues before the deadline date established by National shall be removed from the membership rolls.

Delaware Crossing Chapter, Kansas Society By-Laws

- 4d) Members who have reached their 90th birthday are excused from payment of Chapter dues.
- 4e) Members who have reached their 80th birthday, AND who are already a NSSAR & SAR "Life" member, or have submitted an application for said memberships are eligible to apply for and receive Delaware Crossing Chapter "Life" member status at a reduced rate of fifty percent of standard Chapter "Life" member dues.
- 4f) Chapter dues for any applicant whose application is registered by the National Society Sons of the American Revolution during the last three months of the membership year shall be applied to the remainder of the membership year in which the application is registered and to the following membership year.

Section 5. Reinstatement of Membership

A former member may be reinstated by paying the required Chapter, State and National fees and dues to the Chapter Registrar/Genealogist. The Executive Committee reserves the right to review and accept or reject the reinstatement of a former member.

Section 6. Resignation

A member may resign from the Chapter by notifying the Chapter Secretary in writing, but there shall be no refund of Chapter dues to a resigning member.

Section 7. Transfer of Membership

A member may submit an application for transfer of his membership upon two copies of the application form and fee required by the National Society, subject to the approval of the State and National Societies.

Article II Election of Officers

Section 1. Elections

The elected officers of the Chapter shall be a President, Executive Vice-President, Vice-President for Programs, Secretary, Treasurer, Assistant Treasurer, and Registrar/Genealogist each of whom shall be elected at the January meeting (the Annual Meeting) of the Chapter by a majority of those present, to hold office for one year or until their successors shall be elected and qualified. The President of the Chapter may be re-elected for one additional consecutive term. Elected officers will complete a Youth Protection Training Course,

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provided by the Boy Scouts of America, or equivalent course approved by the Executive Committee.

Section 2. Installation

The president elect of the Chapter shall attend and be formally installed at the Annual Conference of the Kansas Society, Sons of the American Revolution. Any other Chapter officer-elect may attend the Annual Conference and be installed.

Section 3. Nominating Committee

Before the November meeting the President shall appoint a Nominating Committee of three or more Chapter members to nominate candidates for the Chapter's elective offices, to serve for the ensuing year. If available, the immediate past President shall be asked to serve as the Nominating Committee Chairman.

Section 4. Executive Committee

The Executive Committee of the Chapter shall consist of the aforementioned elective officers and the nearest immediate Past President available to fulfill the duties of a member of the Executive Committee, and so named by the elective members of the Committee; and at such meetings, four or more shall constitute a Quorum.

Section 5. Nominations from the Floor

Nominations for the Chapter elective offices may be made from the floor at the January meeting.

Section 6. Consent to Nominations

No member may be nominated for office unless that member has read the duties of that office in the Chapter By-Laws and has agreed to serve in the office to which he is proposed for nomination.

Section 7. Inaugural Ceremony for the Elected Officers

The officers elected at the January meeting shall be recognized at the Chapter February meeting, with installation and acceptance of the Chapter officers at the annual meeting of the State Society in March.

Section 8. Vacancies

Vacancies occurring during the term of office shall be filled by the Chapter Executive Committee.

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Article III Duties of the Elective Officers

Section 1. President

The duties of the President are as follows:

- 1a) To preside at all meetings of the Chapter and of the Executive Committee.
- 1b) To appoint all committee Chairmen and to serve as an ex-officio member of all such committees except the nominating committee.
- 1c) To appoint members to the positions of Chancellor, Chaplain, Historian, Representative to the State Society and Sergeant-at-Arms, who shall serve for a period of one year, beginning and ending with the term of the appointing President, provided that no person shall be appointed to any appointive office unless that person shall have first read the duties of the office to which he is to be appointed and has agreed to serve.
- 1d) To attend all State Society meetings as the spokesman for and reporter of Chapter activities.
- 1e) To act as the liaison with other patriotic organizations, including but not limited to the Kansas City Missouri and Kansas Metropolitan Area SAR Chapters Washington Birthday Celebration Luncheon.
- 1f) To appoint an auditor from among the membership who is not presently serving as an elective officer of the Chapter for the purpose of auditing the records of the outgoing Treasurer.
- 1g) To sign checks in the absence of the Treasurer.
- 1h) To send a copy of all correspondence originating with the President to the Secretary.
- 1i) In the absence of a Chapter Chancellor, to be responsible for the drafting of amendments to the Chapter Constitution and By-Laws, and to oversee the up-dating and distribution of the amendments to the Chapter Membership.
- 1j) To perform such other duties as shall pertain to the office or which are assigned by the Executive Committee or Chapter.

Section 2. Executive Vice-President

The duties of Executive Vice-President are as follows:

- 2a) To serve as President of the Chapter in the event of absence, disablement, resignation or death of the President.
- 2b) To provide leadership in the planning and development of methods and programs as to how to integrate new members into the work and fellowship of the chapter.

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- 2c) In cooperation with the President, he shall prepare a packet of orientation materials for presentation to each inductee as soon as possible.
- 2d) To be the directing and coordinating officer for the Chapter's community relations programs, as represented by, but not limited to the standing committees on the programs for the following:
 - 1) Joseph S. Rumbaugh Historical Patriotic Oration Contest,
 - 2) George and Stella Knight Research Paper Contest,
 - 3) Eagle Scout Recognition and Scholarship Program,
 - 4) JROTC Awards and Enhanced JROTC Award,
 - 5) Children of The American Revolution (C.A.R.) Liaison,
 - 6) Law Enforcement and Fire Safety Awards and such other community relations programs as may be adopted by the Chapter,
 - 7) Americanism Elementary School Poster Contest,
 - 8) Sgt. Moses Adams Memorial Middle School Brochure Contest,
 - 9) Daughters of the American Revolution (DAR) Liaison,
 - 10) Medal for Heroism.
- 2e) To serve as chairman of any task force appointed by the President such as recommending economies and exploring funding initiatives for community projects.
- 2f) To serve as an ex-officio member of all standing committees pertaining to community relations.

Section 3. Vice-President for Programs

The duties of the Vice-President for Programs are as follows:

- 3a) To serve as the Chapter program director for the planning of programs for the Chapter's monthly meetings, which programs shall be:
 - 1) Scheduled in advance for the meeting year for which he was elected.
 - 2) Program selection consistent with the objectives and purposes of the Society.
- 3b) To serve in such other duties as may be assigned by the Executive Committee or by the President.

Section 4. Secretary

The duties of the Secretary are as follows:

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- 4a) To give written notice of all meetings of the Chapter membership, which may be through the monthly newsletter.
- 4b) To give written notice of all meetings of the Executive Committee when directed by the President to do so.
- 4c) To keep the minutes of all meetings of the Chapter Executive Committee and of the Chapter, in accordance with the Order of Business stated in Article VI of the By-Laws, and in a format approved by the Chapter Executive Committee; to give a summary of each Chapter meeting in the following monthly newsletter; to distribute a copy of the minutes of all Board meetings to each member thereof.
- 4d) To handle all general correspondence of the Chapter and to keep copies thereof, together with copies of correspondence received from the President.
- 4e) To be responsible for the Chapter's monthly newsletter and photographs, provided that the President may appoint a newsletter editor and/or photographer in lieu of the Secretary.
- 4f) To keep a correct list of the members of the Chapter and their addresses for the Chapter's mailing list, together with the names and addresses
 - 1) former members
 - 2) prospective members
 - 3) A miscellaneous list of other SAR chapter and State Society officers and other patriotic organizations, as shall be consistent with the purposes of the Chapter.
- 4g) To cause to be maintained as to each member correct and updated personal information which can be used to publish a Chapter Roster, which roster shall be a part of the Chapter Handbook.
- 4h) To maintain and supervise a Secretary's Handbook, whose contents shall consist of three-hole punched 8.5 x 11 pages, with the subject matter to be presented in the following order:
 - 1) Current Chapter Officers, designating the Executive Committee by asterisks;
 - 2) A listing of past Presidents;
 - 3) A listing of the Chapter members who have distinguished themselves and the Delaware Crossing Chapter by having been elected to the Presidency of the State Society or to an office of the National Society;
 - 5) A short history of the National and State Societies;
 - 6) A short history of the Delaware Crossing Chapter;
 - 7) The Constitution of the Chapter;
 - 8) The By-Laws of the Chapter;
 - 9) The Secretary shall submit to the Executive Committee for approval any change of forms consistent with current requirements.

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Section 5. Treasurer

The duties of the Treasurer are as follows:

- 5a) To have custody of all monies of the Chapter, which are to be deposited in a federally insured bank in the name of the Delaware Crossing Chapter, Kansas Society, Sons of the American Revolution.
- 5b) To maintain the Chapter's funds in an interest-bearing account, if available, with minimal expense to the Chapter.
- 5c) To deposit in the Chapter bank account all funds received on behalf of the Chapter, whether in cash or by check;
- 5d) To pay out money from Chapter funds when:
 - 1) Directed by an order or standing order of the Chapter or Executive Committee, as provided in the budget.
 - 2) Directed by the President not to exceed \$100 without approval of the Executive Committee.
 - 3) Presented paid invoices from officers which are incurred in performing their appointed duties in accordance with National and State requirements as provided in the budget.
- 5e) To bill or cause the membership to be billed for annual dues in accordance with National and State requirements and to report the collection of annual dues to the Secretary of the State Society. In addition, the Treasurer shall send one copy of the annual dues report to the State Secretary, to the Chapter President, Chapter Registrar/Genealogist and the Chapter Secretary. Members shall be encouraged to pay dues prior to and in accordance with National and State requirements.
- 5f) To keep records of all funds received, deposited and/or disbursed by the Chapter on forms approved by the Executive Committee.
- 5g) To mail or cause to be mailed to former members who are delinquent in their dues a letter, together with a delinquent dues notice, on forms approved by the Executive Committee. This mailing should be sent on or near 1 April and 1 May of each year— and upon request thereafter.
- 5h) To receive from the Registrar/Genealogist all membership applications and from former members all applications for reinstatement, together with the appropriate check, for the purpose of forwarding to the State Membership Chairman with the appropriate check, retaining the Chapter dues. The forms used to forward the original application for membership and the application

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for reinstatement shall be on forms approved by the Executive Committee.

- 5i) To give a written Treasurer's report at each Chapter meeting, and at such other times when requested by the President on a form approved by the Executive Committee.
- 5j) To keep the records of the prior Treasurer for two years after the same have been audited.
- 5k) To record the attendance and to collect the appropriate charges for the payment of all meals and other expenses incurred in connection with meetings of the Chapter on a form approved by the Executive Committee.
- 5l) To cause to be prepared a badge for each member to be worn at Chapter functions, upon which shall appear the member's name in a type uniform with all other badges.
- 5m) Maintain and update required forms, such as IRS-990N FORM.

Section 6. Assistant Treasurer

The duties of the Assistant Treasurer are as follows:

To perform the duties of the Treasurer in his absence or at his request.

Section 7. Registrar/Genealogist

The duties of the Registrar/Genealogist are as follows:

7a) To work in close cooperation with the Membership Chairman.

7b) To provide leadership direction and assistance to all who seek help in the completion of membership applications and tracing of genealogical lines.

7c) To be the initial Chapter officer to receive all applications for Society membership; and in regard to such applications:

- 1) To decide all questions of a genealogical nature (consulting with such members as he deems best) as to the completeness of each application as to context, number of copies and the proper amount of payment to be made with such application. If only one copy of an application has been received, he makes two more on acid-free paper.
- 2) After approval of such application, to forward to the Chapter Treasurer two copies of the application along with the documents and check for payment of fees and dues.
- 3) To retain one copy of each application until such time that the same is approved by the National Society and until the Chapter Registrar/Genealogist has reached the end of his term in office, at which time it shall be transmitted to the Chapter

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Historian, or, if the application has not yet been approved, passed on to the successor of the Registrar-Genealogist.

- 4) Presents Registrar's report of membership to the Executive Committee on a regular basis.
- 5) To send the name and address of each membership applicant to the Chapter Secretary for the Chapter mailing list.
- 6) Presides at Chapter meeting when no other chapter officer is present.

Section 8. Executive Committee

- 8a) The Executive Committee is comprised of the elected officers of the Chapter and the nearest immediate Past President available to fill the duties of a member of the Executive Committee, and so named by the elective members of the Committee. Appointed committee members and chairmen may attend the Executive Committee meetings at the discretion of the president.
- 8b) Each elected officer shall have a copy of the By-Laws and Chapter Handbook and shall pass them on to his successor.

Article IV Appointive Officers and Their Duties

The Chapter shall have the following appointive offices to serve during the terms of the President, to-wit: Chancellor, Historian, Chaplain, Representative to the State Board of Governors, Sergeant-at-Arms, Membership Chairman, Parliamentarian, Chairman of Invitations -George Washington Birthday Celebration Planning Committee, Publicity and Public Relations Chairman, Commander of the Color Guard, Veterans Services Chairman, and Web Master. Appointive officers will complete a Youth Protection Training Course, provided by the Boy Scouts of America, or equivalent course approved by the Executive Committee.

. Their duties are as follows:

Section 1. Chancellor

The duties of the Chancellor are as follows:

- 1a) To provide guidance as to legal matters which may confront the Chapter.
- 1b) To be responsible for the drafting of amendments to the Chapter Constitution and By-Laws, and to oversee the up-dating and distribution of the amendments to the Chapter membership.

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- 1c) To assist the Executive Vice-President and the chairmen of the standing committees on the Rumbaugh Historical Patriotic Orations Contest, Knight Historical Essay Contest and the Law Enforcement Award committee in the conduct of their programs.

Section 2. Historian

The duties of the Historian are as follows:

- 2a) To compile and maintain permanent files of matters pertaining to the, history of the Chapter, including but not limited to the following:
 - 1) All Chapter newsletters.
 - 2) All minutes of the Chapter and Executive Committee which are over one year of age.
 - 3) All Chapter rosters.
 - 4) Any suitable mementos of Chapter activities in a form and manner suitable to the memento, for example: Scrapbook, Americanism results.
 - 5) An index of the Chapter's records and mementos.
 - 6) A copy of the application for membership or reinstatement of membership of each Chapter member, after each has been approved by the National Society.
- 2b) To be responsible for the appropriate recording of Chapter events for both internal and media purposes.

Section 3. Chaplain

The duties of the Chaplain are as follows:

- 3a) To give the invocation at the beginning of each Chapter meeting, and the benediction at the closing of Chapter meetings.
- 3b) To be responsible for the Chapter's fraternal obligations to the membership as to sickness, disabilities and deaths among the Chapter's members and families.
- 3c) To cooperate with the Registrar/Genealogist and Sergeant-at-Arms in introducing both new and old members into the fellowship of the Chapter.

Section 4. Representative to the State Board of Governors

The requisites and duties of the Representative to the State Board of Governors are as follows:

- 4a) That the person fulfilling this position shall have served as Chapter President.

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- 4b) To attend all meetings of the State Society with the Chapter President, and in the absence of the Chapter President, make the Chapter report at the State Society meeting.
- 4c) To keep the Chapter informed of the activities of the State Society by way of the Chapter's newsletter or by oral reports at Chapter meetings.
- 4d) To perform such other duties as may be assigned to him by the Executive Committee and/or the Chapter President.

Section 5. Sergeant-at-Arms

The duties of the Sergeant-at-Arms are as follows:

- 5a) To have custody and charge of the placement and distribution of membership badges, flags, pledge cards, plaques and such other material as are or may be used at Chapter meetings.
- 5b) To cooperate with the President and the sponsoring member in introducing both old and new members into the fellowship of the Chapter.

Section 6. Membership Chairman

The duty of the Membership Chairman is as follows:

To recruit or cause to be recruited new members to the Society and shall be performed in cooperation with the Registrar/Genealogist with all members of the Chapter being members of the Membership Committee.

Section 7. Parliamentarian

The duties of the Parliamentarian are as follows:

- 7a) To advise the Chair in all parliamentary procedure questions.
- 7b) To serve on any committee appointed to revise or amend our Chapter Constitution and By-Laws.

Section 8. Chairman of Invitations - George Washington Birthday Celebration Planning Committee

The duties of the G.W.B.C chairman are as follows:

- 8a) This post is usually held by the immediate past president of the Chapter.
- 8b) Concurrently sits on the committee of the George Washington Birthday Celebration Planning Luncheon.

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Section 9. Publicity and Public Relations Chairman

The duties of the Publicity and Public Relations Chairman are as follows:

- 9a) To obtain the widest possible media coverage of Chapter events and in events in which the Chapter or its members participate.
- 9b) To act as media liaison upon behalf of the Chapter; and to and to coordinate the publicity arrangements with the Chapter officers and Committee Chairmen in the Chapter activities.

Section 10. Commander of the Color Guard

The duties of the Commander of the Color Guard are as follows:

- 10a) Recruit members to the Color Guard.
- 10b) Maintain chapter flags, organize flag display.
- 10c) Maintenance of extra color guard uniforms.
- 10d) Organize the color guard at events and meetings.

Section 11. Veterans Services Chairman

The duties of the Veterans Services Chairman are as follows:

- 11a) To coordinate and plan events and visits for Veterans sponsored by the chapter.
- 11b) To recognize and reward veterans for meritorious service.

Section 12. Web Master

The duties of the Web Master are as follows:

- 12a) Make payments to the domain company vendor. The cost of the email and web domain expenses will be reimbursed to the web master by the treasurer.
- 12b) Update the chapter web pages, web pictures, and web based documents and instructions.
- 12c) Provide support to the secretary for the email capability.
- 12d) Maintain a list of duties, passwords, and instructions for follow-on Web Masters.

Article V Standing Committees and Their Duties

Section 1. Standing Committees

The Chapter shall have the following Standing Committees to give effect to the chapter's programs:

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- 1a) Budget and Planning Committee
- 1b) Rumbaugh Historical Oration Contest Committee
- 1c) Knight Historical Research Paper Contest Committee
- 1d) Eagle Scout Recognition and Scholarship Program Committee
- 1e) JROTC Awards Committee
- 1f) Children of the American Revolution Committee
- 1g) Law Enforcement Award Committee
- 1h) Fire Safety Award Committee
- 1i) Kesler Youth Endowment Fund Board of Trustees
- 1j) Youth Poster Contest Committee

And such other standing committees as shall be deemed necessary by the President.

Section 2. Committee Membership

Each standing committee shall consist of at least **two** members appointed by the Chairman, plus the ex-officio members who shall be non-voting members.

Section 3. Initial Meeting and Program Draft

Each standing committee shall hold its initial meeting as soon as possible after its appointment by the Chairman, to draft its program for the ensuing year; which draft shall be submitted to the President before the Chapter's first monthly meeting of the year for which the committee is appointed.

Section 4. Committee Assignments

The committee assignments should be as follows:

4a) Budget and Planning Committee Shall consist of the Chapter Executive Committee, who shall recommend to the Chapter at its annual meeting in January of each year the plans and programs, budget and dues for the ensuing year.

4b) Rumbaugh Historical Oration Contest Committee

To arrange with high schools, public, private, and home schooled students, in Johnson and Wyandotte counties for the participation of their students in the Joseph S. Rumbaugh Historical. Out of district students may become "at large" entrants at the Kansas State level. Oration Contest, provided however that volunteer students from other counties in Kansas will be accepted as contestants.

4c) Knight Historical Research Paper Contest Committee

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To arrange with high schools, public, private, and home schooled students, in Johnson and Wyandotte counties for the participation of their students in the George and Stella Knight Essay Contest, provided however that volunteer students from other counties in Kansas will be accepted as contestants. Out of district students may become "at large" entrants at the Kansas State level.

4d) Eagle Scout Recognition and Scholarship Program Committee

To encourage Eagle Scouts in the local scout council who belong to Kansas troops to participate in the SAR Eagle Scout Recognition and Scholarship Program, and to select a Chapter winner to enter the state contest.

4e) JROTC Award Program Committee To arrange with the high school JROTC officials for the award of SAR JROTC medals at appropriate ceremonies.

4f) Children of the American Revolution Committee

Will act on behalf of the Chapter to support this youth program in an appropriate manner. The chairman of this committee shall be the liaison.

4g) Law Enforcement Award Committee

Will act on behalf of the Chapter to honor law enforcement officers with the SAR Law Enforcement Commendation Medal when justified by their bravery, length of service or contribution to the community, at an appropriate ceremony conducted in accordance with and approved by the Chapter Executive Committee.

4h) Fire Safety Award Committee

Will act on behalf of the Chapter to honor fire service professional, researchers, and volunteers for outstanding accomplishments and/or who make outstanding contributions to any area of fire safety and service. It may be presented only to an individual and only once at an appropriate ceremony conducted in accordance with, and approved by the Executive Committee.

4i) Kesler Youth Endowment Fund Board of Trustees

Will act on behalf of the Chapter to meet, publicize, provide reports to members, invest the corpus of the fund and distribute income to the chapter. For specific definition of duties and purposes of the endowment fund, refer to the document entitled: "Kesler Youth Endowment Fund". Initial trustees to be appointed by the Chapter President to serve until the next annual election at which time trustees will be nominated to

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serve 1-, 2-, and 3-year terms. The trustees elected then choose their chairman for the ensuing year. The Chapter President shall submit a suggested trustee name to the nominating committee. In case of a vacancy, the Chapter President shall appoint a trustee to serve until the next election at which time a trustee nominee shall be elected to fill the remainder of the term for which he was appointed. The Chapter President shall be an ex-officio member of this committee and shall call meetings, may receive gifts and will acknowledge gifts. If the Chapter President is also a trustee at the time of holding the Chapter President's office, he may perform both duties or appoint a vice-president to represent him at the trustees' meetings.

4j) Youth Poster Contest Committee

Will act on behalf of the Chapter to arrange with elementary, public, private, and home schooled students, in Johnson and Wyandotte counties for the participation of their students in a Poster Contest. This committee will maintain the entry rules and forms, and organize the contest events.

Article VI Meetings

Section 1. Order of Business

The order of conduct of all Chapter meetings, the Chapter officer or officers who shall preside or report, and the normal order in which the minutes of the Chapter meetings are to be recorded, are as follows:

Meeting Order of Conduct				
Para. Number	Activity	Spoke person/or group	Appointed by	Notes
1a)	Opening Ceremonies:			
	Call to order	President		
	Color Guard Processional	Color Guard		
	Invocation	Chaplain		
	SAR Pledge	Compatriot	President	
	Pledge to the Flag	Compatriot	President	
	Post Colors	Color Guard		
	Color Guard Recessional	Color Guard		
	Good Morning	President		
1b)	Introduction of Scheduled Guests	President		
1c)	Introduction of Compatriot Guests	Compatriot		
1d)	Induction of New Members	President/Sponsor		
	Breakfast - Meal Served			
	Program			
	Introduction of Program	VP for Programs		

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Meeting Order of Conduct				
Para. Number	Activity	Spoke person/or group	Appointed by	Notes
1e)	Chapter business: Minutes of proceeding meeting	Secretary		Item added at discretion of President
	Treasurer's report	Treasurer		Item added at discretion of President
1f)	Reports: Officers Standing Committees ...Special Committees	Officers, committee chairman		Item added at discretion of President
1g)	Communications			Item added at discretion of President
1h)	Elections and appointments	President		Item added at discretion of President
1i)	Special Awards	President		
1j)	Unfinished business	President		Item added at discretion of President
1k)	New business	President		Item added at discretion of President
1l)	Benediction	Chaplain		
1m)	SAR Recessional	Compatriot	President	

Section 2. Parliamentary Procedure

- 2a) The Rules contained in Robert's Rules of Order, newly revised, shall govern the Delaware Crossing Chapter, Kansas Society, Sons of the American Revolution, in all cases to which they are applicable, and in which they are not inconsistent with the By-Laws of this Chapter, the State, or National Societies.
- 2b) The order of business for any meeting may be changed by a majority vote of the members present and voting.

Article VII Amendments

Section 1. Amendments and not5ce thereof:

These By-Laws may be amended or altered at any meeting of the chapter by a majority of the members present and voting, provided that notice of such amendment or alteration be given to the membership in writing from the Secretary at least ten days prior to the meeting.

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History of Changes

Date	Description
13Feb 1993	By-Laws First Adopted
15 Jan 2000	Amendments Approved
18May 2001	Technical alterations made by Exec Committee; section 2a of the Historian updated.
17Oct 2011	Sect 1 -4e added
13Nov2018	Added Preamble, corrected tab paragraph alignment; updated Article 1, Section 1, 2, 3, & 4; updated Article II, Section 1, 2, & 4; updated Article III Section 1e, Section 2d, Section 4e about photographer; updated Article III Section 5; added statement about "will complete" youth protection training course; updated Article IV, added Section 10 Commander of the Color Guard, Article IV Section 8, added Section 10, Section 11 Veteran Services Chairman, and Article IV Section 12 Web Master; Article V Section 4, added clarification notes about Knight & Rumbaugh contests; updated Article V Section 1f and added section 4j; updated Article VI, Meeting order of Conduct table; added History of Changes table.
15Dec2018	Amendments Approved

A Draft of the Delaware Crossing Chapter Constitution with proposed amendments to be presented for approval at the Chapter's Annual Meeting 14 Jan 2023. After approval this note will be changed to record the date of approval.

CONSTITUTION

Delaware Crossing Chapter Kansas Society, Sons of the American Revolution

Article I

Chapter Name

Section 1.

The name of this organization shall be: Delaware Crossing Chapter, Kansas Society, Sons of the American Revolution.

Article II

Objectives

Section 2.

The objectives of the Chapter shall be to unite and promote fellowship among the descendants, and perpetuate the memory of the men, who by their services and/or sacrifices during the war of the American Revolution achieved the Independence of the American People; to inspire among the members of this Chapter and the community at large 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 Revolutionary patriots, and documents, relics and landmarks connected with the War; to mark the scenes of the Revolution by appropriate memorials; to celebrate the anniversaries of the prominent events of the War; to maintain and extend the

institutions of American Freedom; and to carry out the injunctions of George Washington in his farewell Address to the American People.

Article III

Membership

Section 1.

Any member in good standing of the National Society, Sons of the American Revolution, and any State Society thereof, shall be eligible for membership in the Delaware Crossing Chapter, The Kansas Society, Sons of the American Revolution, upon demonstrating satisfactory proof of such membership to the Secretary of the Chapter and upon payment of the current annual membership dues for the Chapter.

Article IV

Officers

Section 1.

The elected officers of this Chapter shall be a President, an Executive Vice-President, a Vice-President for Programs, a Secretary, a Treasurer, Assistant Treasurer and a Registrar/Genealogist, each of whom shall be elected by a majority vote of the members present at the annual meeting of the Chapter, and who shall hold office for one year or until their successors are elected and qualified.

Section 2.

The elected officers of the Chapter shall attend and be formally installed at the Annual Conference of the Kansas Society, Sons of the American Revolution.

Section 3.

The Executive Committee of the Chapter shall consist of the aforementioned elective officers, the nearest immediate Past President available to fill the duties of a member of the Executive Committee, and so named by the elective members of the Committee; and the appointive officers of this chapter as set out below. At meetings, four or more shall constitute a Quorum. Standing and appointive Committee Chairman are encouraged to attend the Executive Committee Meetings and may make, second and vote on motions.

Section 4.

The appointive officers of this Chapter shall be a Chancellor, an Historian, a Chaplain, a Representative to the State Board of Governors, a Sergeant-at-Arms, a Membership Chairman and a Parliamentarian. These officers and appropriate Committee Chairmen shall be appointed by the President.

Article V
Meetings

Section 1.

Regular meetings shall be held on the third Saturday of each month of the Calendar Year except when special events and circumstances call for changes in the date.

Section 2.

The Annual Meeting of the Chapter shall be held in January before the Annual Conference of the Kansas Society of the Sons of the American Revolution, at

the call of the President or the Executive Committee, for the transaction of general business and the election of officers for the ensuing year.

Section 3.

Special meetings may be called by the President, or by action of the Executive Committee, at any time, provided, however, the Chapter shall meet at least once in each Calendar Month.

Section 4.

No business shall be transacted at any special meeting, excepting that for which the meeting was called, unless by a two-thirds vote of the members present specifically stating such proposal.

Article VI
Amendments

Section 1.

Amendments to this Constitution may be offered at any meeting of the Chapter, but shall not be acted upon until the next annual meeting.

Amendments to the By-Laws may be offered at any meeting, but shall not be acted upon until the next regularly called chapter meeting.

Section 2.

A copy of every proposed amendment to the Constitution or By-Laws shall be included in the Chapter Newsletter with a notice of the meeting at which the same is to be acted upon at least two weeks prior to said meeting.

Section 3.

A vote of two-thirds of the members present and voting shall be necessary to the adoption of any amendment, either to the Constitution or to the By-Laws.

Article VII

Dissolution

Section 1.

Two-thirds of the then dues-paid members of the Chapter may dissolve the Chapter at any meeting thereof, provided, however, notice to all dues-paid members must be provided at least thirty (30) days prior to such meeting.

Section 2.

In the event the Chapter shall fail to meet for twelve (12) consecutive months, the Chapter shall be deemed dissolved as of the end of the month in which the twelfth meeting would have occurred.

Section 3.

In the event of dissolution of the Chapter, for any reason, all assets in the name of the Chapter shall be transferred to the Kansas Society, Sons of the

American Revolution, and held thereby subject to the Constitution and By-Laws of such Society with respect to dissolved chapters. In the event no officer can be located, such assets shall be deemed transferred to the Kansas Society, Sons of the American Revolution, by authority of this provision. For these purposes, certified statements from the President and Secretary of the Kansas Society, NSSAR, shall be sufficient proof of the fact of dissolution.

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(Working Draft of proposed By-Laws with amendments as of 23 September 2022. Deletion of old are red colored letters lined thru, new wording is in red colored letters and underlined. Notes are added to present reasons for change. Some very simple changes in word spelling do not have accompany notes.)

**By-Laws
of the
DELAWARE CROSSING CHAPTER
Kansas Society
Sons of the American Revolution**

Preamble

Delaware Crossing Chapter, Kansas Society of the Sons of the American Revolution has been chartered and organized as a patriotic, historical, and educational non-profit corporation, in accordance with United States 501(c)3, that seeks to maintain and extend the institutions of American freedom, and appreciation for true patriotism, a respect for our national symbols, the value of American citizenship, and to perpetuate the memory of the men who, in military, militia, or civil service by their actions helped achieve American Independence, and the unifying force of E Pluribus Unum. Other objectives of the Chapter are:

1. To keep alive the spirit of patriotism.
2. To foster devotion towards the institutions of our country.

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3. To encourage historical research in relation to the American Revolution.
4. To preserve documents, artifacts, relics, landmarks, and individual records of the period surrounding the American Revolution.
5. To ~~carry out~~ seek to implement the injunctions of George Washington as outlined in his farewell address to the American people.
6. To promote and participate in public celebrations related to patriotic anniversaries.
7. To instill the importance of these objectives upon ~~up-~~ and-coming future generations.

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Article I

Membership and Dues

Section 1. Application for Membership

An application for ~~the~~ membership shall be made on one original acid free NSSAR watermarked application form for National and one reproduction copy on acid-free paper to be retained by the State and one copy on regular paper retained by the Chapter. The form used must be approved by National. The applicant must be sponsored by two members in good standing in the Kansas and National Societies. The application, together with a check in payment of the admission fees and the current National, State and Chapter dues, shall be submitted to the Chapter Treasurer ~~who in turn writes a check to~~

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KSSAR that is to be submitted to the KSSAR Registrar; optionally one check shall be written to the Chapter for its dues and one check for the remainder of fees and dues written to the KSSAR which is to accompany the application.

Section 2. Admission to Membership

An applicant, who has fulfilled the qualification criteria of the National Society ~~of the Sons of the American Revolution~~, shall become a member of the Delaware Crossing Chapter, Kansas Society, Sons of the American Revolution, when notice of approval of his application has been received from the National and State Societies, or by demonstrating satisfactory proof of ~~such an existing~~ membership to the Registrar/Genealogist of the Chapter.

Section 3. Induction of New Members

Upon notification of approval of an applicant's application for membership in the Society, the induction ceremony of the new compatriot ~~will~~ may be held at the ~~next earliest~~ meeting of the Chapter when the applicant ~~or his representative is~~ can be present. If the new member is unable to attend due to physical difficulties, the induction ceremony will be conducted at a time, ~~and~~ place and method convenient to the applicant. The induction ceremony will be in accordance with a ceremony approved by the Executive Committee.

Section 4. Dues

- 4a) The membership year shall be from 1 January through 31 December.
- 4b) The amount of the annual Chapter dues shall be determined by the Chapter at any regular meeting of the Chapter after

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30 days' notice by publication in the Chapter newsletter, and shall be due 1 January of the next year.

- 4c) Any member who ~~shall fail~~ fails to pay his annual dues before the deadline date established by National ~~shall~~ will be removed from the current membership rolls.
- 4d) Members who have reached their 90th birthday are excused from payment of Chapter dues beginning the following year.
- 4e) Members who have reached their 80th birthday, AND who are already a NSSAR & SAR "Life" member, or have submitted an application for said memberships are eligible to apply for and receive Delaware Crossing Chapter "Life" member status at a reduced rate of fifty percent of standard Chapter "Life" member dues.
- 4f) Chapter dues for any applicant whose application is registered by the National Society ~~Sons of the American Revolution~~ during the last ~~three~~ four months of the membership year shall be applied to the remainder of the membership year in which the application is registered and to the following membership year.

Section 5. Reinstatement of Membership

A former member may be reinstated by paying the required Chapter, State and National fees and dues to the Chapter Registrar/Genealogist. The Executive Committee reserves the right to review and accept or reject the reinstatement of a former member.

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Section 6. Resignation

A member may resign from the Chapter by notifying the Chapter Secretary in writing, but there shall be no refund of Chapter dues to a resigning member.

Section 7. Transfer of Membership

A member may ~~submit an application~~ apply for transfer of his membership ~~upon~~ by submitting two copies of the application form and fee required by the National Society, subject to the approval of the State and National Societies.

Article II

Election of Officers

Section 1. Election

The elected officers of the President, Executive Vice-President, Vice-President for Programs, Secretary, Treasurer, Assistant Treasurer, and Registrar/Genealogist each at the January meeting (the Annual Meeting) of the Chapter by a majority of those present, to hold office for one year or until their respective successors ~~shall be~~ are elected and qualified. The President of the Chapter may be re-elected for one additional consecutive term.

~~Elected officers, will complete a Youth Protection Training Course provided by the Boy Scouts of America, or equivalent course approved by the Executive Committee.~~

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Section 2. Installation

The president elect of the Chapter shall attend and be formally installed at the Annual Conference of the Kansas Society, Sons of the American Revolution. Any other Chapter officer-elect may attend the Annual Conference and be installed.

Section 3. Nominating Committee

Before the November meeting the President shall appoint a Nominating Committee of three or more Chapter members to nominate candidates for the Chapter's elective offices, to serve for the ensuing year. If available, the immediate past President shall be asked to serve as the Nominating Committee Chairman.

~~Section 4. Executive Committee~~

~~The Executive Committee of the Chapter shall consist of the aforementioned elective officers and the nearest immediate Past President available to fulfill the duties of a member of the Executive Committee, and so named by the elective members of the Committee; and at such meetings, four or more of the Elected Officers shall constitute a Quorum.~~

Section 4. Nominations from the Floor

Nominations for the Chapter elective offices may be made from the floor at the January meeting.

Section 5. Consent to Nominations

No member may be nominated for office unless that member has read the duties of that office in the Chapter By-Laws and has agreed to serve in the office to which he is proposed for nomination.

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Section 6. Inaugural Ceremony for the Elected Officers

The officers elected at the January meeting shall be recognized at the Chapter February meeting, with installation and acceptance of the Chapter officers at the annual meeting of the State Society in March.

Section 7. Vacancies

Vacancies occurring during the term of office shall be initially filled by the Executive Committee subject to ratification at the next Chapter Meeting.

Article III

Duties of the Elective Officers

Section 1. President

The duties of the President are as follows:

- 1a) To preside at all meetings of the Chapter and of the Executive Committee.
- 1b) To appoint all committee Chairmen and to serve as an ex-officio member of all such committees except the nominating committee.
- 1c) To appoint members to the positions of Chancellor, Chaplain, Historian, Representative to the State Society and Sergeant-at-Arms, who shall serve for a period of one year, beginning and ending with the term of the appointing President, provided that no person shall be appointed to any appointive office unless that person shall have first read the duties of the office to which he is to be appointed and has agreed to serve.

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- 1d) To attend all State Society meetings as the spokesman for and reporter of Chapter activities.
- 1e) To act as the liaison with other patriotic organizations, including but not limited to the Kansas City Missouri and Kansas Metropolitan Area SAR Chapters Washington Birthday Celebration Luncheon.
- 1f) To appoint an auditor from among the membership who is not presently serving as an elective officer of the Chapter for the purpose of auditing the records of the outgoing Treasurer.
- 1g) To sign checks in the absence of the Treasurer.
- 1h) To send a copy of all correspondence originating with the President to the Secretary.
- 1i) In the absence of a Chapter Chancellor, to be responsible for the drafting of amendments to the Chapter Constitution and By-Laws, and to oversee the up-dating and distribution of the amendments to the Chapter Membership.
- 1j) To perform such other duties as shall pertain to the office or which are assigned by the Executive Committee or Chapter.

Section 2. Executive Vice-President

The duties of Executive Vice-President are as follows:

- 2a) To serve as President of the Chapter in the event of absence, disablement, resignation or death of the President.
- 2b) To provide leadership in the planning and development of methods and programs as to how to integrate new members into the work and fellowship of the chapter.

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- 2c) In cooperation with the President, he shall prepare a packet of orientation materials for presentation to each inductee as soon as possible.
- 2d) To be the directing and coordinating officer for the Chapter's community relations programs, as represented by, but not limited to the standing committees on the programs for the following:
- 1) Joseph S. Rumbaugh Historical Patriotic Oration Contest,
 - 2) George and Stella Knight Research Paper Contest,
 - 3) Eagle Scout Recognition and Scholarship Program,
 - 4) JROTC Awards and Enhanced JROTC Award,
 - 5) Children of The American Revolution (C.A.R.) Liaison,
 - 6) Law Enforcement and Fire Safety Awards and such other community relations programs as may be adopted by the Chapter,
 - 7) Americanism Elementary School Poster Contest,
 - 8) Sgt. Moses Adams Memorial Middle School Brochure Contest,
 - 9) Daughters of the American Revolution (DAR) Liaison,
 - 10) Medal for Heroism.
- 2e) To serve as chairman of any task force appointed by the President such as recommending economies and exploring funding initiatives for community projects.
- 2f) To serve as an ex-officio member of all standing committees pertaining to community relations.

Section 3. Vice-President for Programs

The duties of the Vice-President for Programs are as follows:

- 3a) To serve as the Chapter program director for the planning of programs for the Chapter's monthly meetings, which programs shall be:

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- 1) Scheduled in advance for the meeting year for which he was elected.
 - 2) Program selection consistent with the objectives and purposes of the Society.
- 3b) To serve in such other duties as may be assigned by the Executive Committee or by the President.

Section 4. Secretary

The duties of the Secretary are as follows:

- 4a) To give written notice of all meetings of the Chapter membership, which may be through the monthly newsletter or by email.
- 4b) To give written, by email, notice of all meetings of the Executive Committee when directed by the President to do so.
- 4c) To keep the minutes of all meetings of the Chapter Executive Committee and of the Chapter, in accordance with the Order of Business stated in Article VI of the By-Laws, and in a format approved by the Chapter Executive Committee; to give a summary of each Chapter meeting at which business is conducted in the following monthly newsletter; to distribute a copy of the minutes of all Board meetings to each member thereof.
- 4d) To handle all general correspondence of the Chapter and to keep copies thereof, together with copies of correspondence received from the President.
- 4e) To be responsible for the Chapter's monthly newsletter and photographs, provided that the President may appoint a newsletter editor and/or photographer in lieu of the Secretary.

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- 4f) To keep a correct list of the members of the Chapter and their addresses for the Chapter's mailing list, together with the names and addresses
- 1) former members
 - 2) prospective members
 - 3) A miscellaneous list of other SAR chapter and State Society officers and other patriotic organizations, as shall be consistent with the purposes of the Chapter.
- 4g) To cause to be maintained as to each member correct and updated personal information which can be used to publish a Chapter Roster, which roster shall be a part of the Chapter Handbook.
- 4h) To maintain and supervise a Secretary's Handbook, whose contents shall consist of three-hole punched 8.5 x 11 pages, with the subject matter to be presented in the following order:
- 1) Current Chapter Officers, designating the Executive Committee by asterisks;
 - 2) A listing of past Presidents;
 - 3) A listing of the Chapter members who have distinguished themselves and the Delaware Crossing Chapter by having been elected to the Presidency of the State Society or to an office of the National Society;
 - 4) A short history of the National and State Societies;
 - 5) A short history of the Delaware Crossing Chapter;
 - 6) The Constitution of the Chapter;
 - 7) The By-Laws of the Chapter;

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9) The Secretary shall submit to the Executive Committee for approval any change of forms consistent with current requirements.

Section 5. Treasurer

The duties of the Treasurer are as follows:

5a) To have custody of all monies of the Chapter, which are to be deposited in a federally insured bank in the name of the Delaware Crossing Chapter, Kansas Society, Sons of the American Revolution.

5b) To maintain the Chapter's funds in an interest-bearing account, if available, with minimal expense to the Chapter.

5c) To deposit in the Chapter bank account all funds received on behalf of the Chapter, whether in cash or by check, within two weeks of receipt.

5d) To maintain three checking accounts, one for General Operating funds, one for the Color Guard Fund and one for the Veterans Services Fund.

5e) To promptly pay out money from Chapter funds when:

1) Directed by an order or standing order of the Chapter or Executive Committee, as provided in the budget and per requirements of the managers of the funds.

2) Directed by the President not to exceed \$100 without approval of the Executive Committee.

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- 3) Presented paid invoices from officers which are incurred in performing their appointed duties in accordance with National and State requirements as provided in the budget.
- 5f) To bill or cause the membership to be billed for annual dues in accordance with National and State requirements and to report the collection of annual dues to the Secretary of the State Society. In addition, the Treasurer shall send one copy of the annual dues report to the State Secretary, to the Chapter President, Chapter Registrar/Genealogist and the Chapter Secretary. Members shall be encouraged to pay dues prior to and in accordance with National and State requirements.
- 5g) To keep records of all funds received, deposited and/or disbursed by the Chapter on forms approved by the Executive Committee.
- 5h) To mail or cause to be mailed to former members who are delinquent in their dues a letter, together with a delinquent dues notice, on forms approved by the Executive Committee. This mailing should be sent on or near 1 April and 1 May of each year— and upon request thereafter.
- 5i) ~~To receive~~ When received from the Registrar/Genealogist, or designee of the Registrar/Genealogist such as sponsoring member, all membership applications and from former members all applications for reinstatement, together with the appropriate check, for the purpose of forwarding to the State Membership Chairman with the appropriate check, retaining the Chapter dues. The forms used to forward the original application for membership and the application for reinstatement shall be on forms approved by the Executive Committee.

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5j) To give a ~~written verbal~~ Treasurer's report at each Chapter meeting and electronically distribute a written Treasurer's report to each Executive Committee member prior to the Executive Committee Meeting, and at such other times when requested by the President on a form approved by the Executive Committee.

5k) To keep the records of the prior Treasurer for two years after the same have been audited.

5l) To record the attendance and to collect the appropriate charges for the payment of all meals and other expenses incurred in connection with meetings of the Chapter on a form approved by the Executive Committee.

~~5l) To cause to be prepared a badge for each member to be worn at Chapter functions, upon which shall appear the member's name in a type uniform with all other badges.~~

5m) Maintain and update required forms, such as IRS-990N FORM.

Section 6. Assistant Treasurer

The duties of the Assistant Treasurer are as follows:

To perform the duties of the Treasurer in his absence or at his request.

Section 7. Registrar/Genealogist

The duties of the Registrar/Genealogist are as follows:

7a) To work in close cooperation with the Membership Chairman.

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7b) To provide leadership direction and assistance to all who seek help in the completion of membership applications and tracing of genealogical lines.

7c) To be the initial Chapter officer to receive all applications for Society membership; and in regard to such applications:

- 1) To decide all questions of a genealogical nature (consulting with such members as he deems best) as to the completeness of each application as to context, number of copies and the proper amount of payment to be made with such application. If only one copy of an application has been received, he makes two more on acid-free paper.
- 2) After approval of such application, to forward to the Chapter Treasurer two copies of the application along with the documents and check for payment of fees and dues.
- 3) To retain one copy of each application until such time that the same is approved by the National Society and until the Chapter Registrar/Genealogist has reached the end of his term in office, at which time it shall be transmitted to the Chapter Historian, or, if the application has not yet been approved, passed on to the successor of the Registrar-Genealogist.
- 4) Presents Registrar's report of membership to the Executive Committee on a regular basis.
- 5) To send the name and address of each membership applicant to the Chapter Secretary for the Chapter mailing list.

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6) Presides at Chapter meeting when no other chapter officer is present.

~~Section 8. Executive Committee~~

~~8a) The Executive Committee is comprised of the elected officers of the Chapter and the nearest immediate Past President available to fill the duties of a member of the Executive Committee, and so named by the elective members of the Committee.~~

~~8b) Each elected officer shall have a copy of the By-Laws and Chapter Handbook and shall pass them on to his successor.~~

Article IV

Appointive Officers and Their Duties

The Chapter shall have the following appointive offices to serve during the terms of the President, to-wit: Chancellor, Historian, Chaplain, Representative to the State Board of Governors, Sergeant-at-Arms, Membership Chairman, Parliamentarian, Chairman of Invitations -George Washington Birthday Celebration Planning Committee, Publicity and Public Relations Chairman, Commander of the Color Guard, Veterans Services Chairman, and Web Master. ~~Appointive officers will complete a Youth Protection Training Course, provided by the Boy Scouts of America, or equivalent course approved by the Executive Committee.~~

Their duties are as follows:

Section 1. Chancellor

The duties of the Chancellor are as follows:

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- 1a) To provide guidance as to legal matters which may confront the Chapter.
- 1b) To be responsible for the drafting of amendments to the Chapter Constitution and By-Laws, and to oversee the up-dating and distribution of the amendments to the Chapter membership.
- 1c) To assist the Executive Vice-President and the chairmen of the standing committees on the Rumbaugh Historical Patriotic Orations Contest, Knight Historical Essay Contest and the ~~Law Enforcement Award~~ Public Safety Awards Committee in the conduct of their programs.

Section 2. Historian

The duties of the Historian are as follows:

- 2a) To compile and maintain permanent files of matters pertaining to the, history of the Chapter, including but not limited to the following:
 - 1)All Chapter newsletters.
 - 2)All minutes of the Chapter and Executive Committee which are over one year of age.
 - 3)All Chapter rosters.
 - 4)Any suitable mementos of Chapter activities in a form and manner suitable to the memento, for example: Scrapbook, Americanism results.
 - 5)An index of the Chapter's records and mementos.
 - 6)A copy of the application for membership or reinstatement of membership of each Chapter member, after each has been approved by the National Society.

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- 2b) To be responsible for the appropriate recording of Chapter events for both internal and media purposes.

Section 3. Chaplain

The duties of the Chaplain are as follows:

- 3a) To give the invocation at the beginning of each Chapter meeting, and the benediction at the closing of Chapter meetings.
- 3b) To be responsible for the Chapter's fraternal obligations to the membership as to sickness, disabilities and deaths among the Chapter's members and families.
- 3c) To cooperate with the Registrar/Genealogist and Sergeant-at-Arms in introducing both new and old members into the fellowship of the Chapter.

Section 4. Representative to the State Board of Governors

The requisites and duties of the Representative to the State Board of Governors are as follows:

- 4a) That the person fulfilling this position shall have served as Chapter President.
- 4b) To attend all meetings of the State Society with the Chapter President, and in the absence of the Chapter President, make the Chapter report at the State Society meeting.
- 4c) To keep the Chapter informed of the activities of the State Society by way of the Chapter's newsletter or by oral reports at Chapter meetings.

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4d) To perform such other duties as may be assigned to him by the Executive Committee and/or the Chapter President.

Section 5. Sergeant-at-Arms

The duties of the Sergeant-at-Arms are as follows:

- 5a) To have custody and charge of the placement and distribution of membership badges, flags, pledge cards, plaques and such other material as are or may be used at Chapter meetings.
- 5b) To cooperate with the President and the sponsoring member in introducing both old and new members into the fellowship of the Chapter.

Section 6. Membership Chairman

The duty of the Membership Chairman is as follows:

To recruit or cause to be recruited new members to the Society and shall be performed in cooperation with the Registrar/Genealogist with all members of the Chapter being members of the Membership Committee.

Section 7. Parliamentarian

The duties of the Parliamentarian are as follows:

- 7a) To advise the Chair in all parliamentary procedure questions.
- 7b) To serve on any committee appointed to revise or amend ~~our~~ the Chapter Constitution and By-Laws.

Section 8. ~~Chairman of Invitations~~— George Washington Birthday Celebration Planning Committee

The duties of the G.W.B.C Planning Committee Chairman are as follows:

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~~8a) This post is usually held by the immediate past president of Chapter.~~

~~8b) (8a)~~ Concurrently sits on the ~~committee of the~~ George Washington Birthday Celebration Planning ~~Luncheon~~ Committee that operates under the authority of the Kansas Society of the Sons of the American Revolution and the Missouri Society Sons of the American Revolution.

~~8c)~~

Section 9. Publicity and Public Relations Chairman

The duties of the Publicity and Public Relations Chairman are as follows:

- 9a) To obtain the widest possible media coverage of Chapter events and in events in which the Chapter or its members participate.
- 9b) To act as media liaison upon behalf of the Chapter; and to and to coordinate the publicity arrangements with the Chapter officers and Committee Chairmen in the Chapter activities.

Section 10. Commander of the Color Guard

The duties of the Commander of the Color Guard are as follows:

- 10a) Recruit members to the Color Guard.
- 10b) Maintain chapter flags, organize flag display.
- 10c) Maintenance of extra color guard uniforms.
- 10d) Organize the color guard at events and meetings.

Section 11. Veterans Services Chairman

The duties of the Veterans Services Chairman are as follows:

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- 11a) To coordinate and plan events and visits for Veterans sponsored by the chapter.
- 11b) To recognize and reward veterans for meritorious service.

Section 12. Web Master

The duties of the Web Master are as follows:

- 12a) Make payments to the domain company vendor. The cost of the email and web domain expenses will be reimbursed to the web master by the treasurer.
- 12b) Update the chapter web pages, web pictures, and web-based documents and instructions.
- 12c) Provide support to the secretary for the email capability.
- 12d) Maintain a list of duties, passwords, and instructions for follow-on Web Masters.

Article V

Standing Committees and Their Duties

Section 1. Standing Committees

The Chapter shall have the following Standing Committees to give effect to the chapter's programs:

- 1a) Budget and Planning Committee
- 1b) Rumbaugh Historical Oration Contest Committee
- 1c) Knight Historical Research Paper Contest Committee
- 1d) Eagle Scout Recognition and Scholarship Program Committee
- 1e) JROTC Awards Committee

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1f) Children of the American Revolution Committee

1g) ~~Law Enforcement Award Committee~~ Public Safety Awards Committee

~~1h) Fire Safety Award Committee~~

1h) Kesler Youth Endowment Fund Board of Trustees

1i) Youth Poster Contest Committee

1j) Wreaths Across America Committee

And such other standing committees as shall be deemed necessary by the President.

Section 2. Committee Membership

Each standing committee ~~shall~~ should consist of at least **two** members appointed by the Chairman, plus the ex-officio members who shall be non-voting members.

Section 3. Initial Meeting and Program Draft

Each standing committee shall hold its initial meeting as soon as possible after its appointment by the Chairman, to draft its program for the ensuing year; which draft shall be submitted to the President before the Chapter's first monthly meeting of the year for which the committee is appointed.

Section 4. Committee Assignments

The committee assignments should be as follows:

4a) Budget and Planning Committee Shall consist of the Chapter Executive Committee, who shall recommend to the Chapter at its annual

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meeting in January of each year the plans and programs, budget and dues for the ensuing year.

4b) Rumbaugh Historical Oration Contest Committee

To arrange with high schools, public, private, and home-schooled students, in Johnson and Wyandotte counties for the participation of their students in the Joseph S. Rumbaugh Historical. Out of district students may become "at large" entrants at the Kansas State level. Oration Contest, provided however that volunteer students from other counties in Kansas will be accepted as contestants.

4c) Knight Historical Research Paper Contest Committee

To arrange with high schools, public, private, and home-schooled students, in Johnson and Wyandotte counties for the participation of their students in the George and Stella Knight Essay Contest, provided however that volunteer students from other counties in Kansas will be accepted as contestants. Out of district students may become "at large" entrants at the Kansas State level.

4d) Eagle Scout Recognition and Scholarship Program Committee

To encourage Eagle Scouts in the local scout council who belong to Kansas troops to participate in the SAR Eagle Scout Recognition and Scholarship Program, and to select a Chapter winner to enter the state contest.

4e) JROTC Award Program Committee To arrange with the high school JROTC officials for the award of SAR JROTC medals at appropriate ceremonies.

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4f) Children of the American Revolution Committee

Will act on behalf of the Chapter to support this youth program in an appropriate manner. The chairman of this committee shall be the liaison.

4g) Public Service Awards Committee

Will act on behalf to recommend recipients of the following Public Service Awards.

1) Law Enforcement Award Committee

Will act on behalf of the Chapter to honor law enforcement officers with the SAR Law Enforcement Commendation Medal when justified by their bravery, length of service or contribution to the community, at an appropriate ceremony conducted in accordance with and approved by the Chapter Executive Committee.

2) Fire Safety Award Committee

Will act on behalf of the Chapter to honor fire service professional, researchers, and volunteers for outstanding accomplishments and/or who make outstanding contributions to any area of fire safety and service. It may be presented only to an individual and only once at an appropriate ceremony conducted in accordance with, and approved by the Executive Committee.

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3) Emergency Medical Service Award

Will act on behalf of the Chapter to honor Emergency Medical Service professionals for the preservation of life and health under emergency conditions and/or performing beyond the duties normally called for within the Emergency Medical Services profession. The award is to be presented at an appropriate ceremony conducted in accordance with and approved by the Chapter Executive Committee.

4h) Kesler Youth Endowment Fund Board of Trustees

Will act on behalf of the Chapter to meet, publicize, provide reports to members, invest the corpus of the fund and distribute income to the chapter. For specific definition of duties and purposes of the endowment fund, refer to the document entitled: "Kesler Youth Endowment Fund".

Initial trustees to be appointed by the Chapter President to serve until the next annual election at which time trustees will be nominated serve 1-, 2-, and 3-year terms. The trustees elected then choose their chairman for the ensuing year. The Chapter President shall submit a suggested trustee name to the nominating committee. In case of a vacancy, the Chapter President shall appoint a trustee to serve until the next election at which time a trustee nominee shall be elected to fill the remainder of the term for which he was appointed. The Chapter President shall be an ex-officio member of this committee and shall call meetings, may receive gifts and will acknowledge gifts. If the Chapter President is also a trustee at the time of holding the Chapter President's office, he may

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perform both duties or appoint a vice-president to represent him at the trustees' meetings.

4i) Youth Poster Contest Committee

Will act on behalf of the Chapter to arrange with elementary, public, private, and home-schooled students, in Johnson and Wyandotte counties for the participation of their students in a Poster Contest. This committee will maintain the entry rules and forms, and organize the contest events.

4j) Wreaths Across America

Will act on behalf of the Chapter with a local cemetery Coordinator for Wreaths Across America for the Chapters members participation as a Sponsoring Group in the annual Wreaths Across America event for the purchasing and honorably laying of wreaths at the graves of person who served in the Armed Forces of the United States of America.

Article VI

Youth Protection Training

Every Elected Officer, appointed officer and Committee Chairmen of any Youth Activity Committee shall successfully complete the NSSAR's Youth Protection Training and keep their certification current. That training can be found on the NSSAR website under NSSAR's Youth Protection Training. All Delaware Crossing members who plan to participate in any manner in any youth programs shall have successfully complete the subject training and have current certification. Per NSSAR Handbook III. The Board of Trustees concluded that the National Society owes it to the

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children we interact with and their parents, as well as the Compatriots running these programs, to keep these interactions safe for all involved. The Youth Protection Training is available in the eLearning portal at www.sar.org. Upon completion of the training, a Compatriot will receive a certificate good for three years.”

Article ~~VI~~ VII Meetings

Section 1. Order of Business

~~The order of conduct of all Chapter meetings, the Chapter officer or officers who shall preside or report, and the normal order in which the minutes of the Chapter meetings are to be recorded, are as follows:~~

The order of conduct of all monthly and special Chapter meetings and Executive Committee Meetings, are as follows for the Chapter officer or officers who shall preside or report, with minutes being kept of the entire Executive Committee Meeting and the Business Portion of the Chapter Meeting, and with minor changes by presiding officer due to schedule of guests:

Order of Conduct for Chapter Meeting				
Para. Number	Activity	Spoke person/or group	Appointed by	Notes
	Opening Ceremonies:			
	Call to order	President		
	Color Guard Processional	Color Guard		
	Invocation	Chaplain		
	SAR Pledge	Compatriot	President	
	Pledge to the Flag	Compatriot	President	
	Post Colors	Color Guard		
	Color Guard Recessional	Color Guard		

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1a)	Good Morning Welcome	President or his		
1b)	Introduction of Scheduled Guests	President		
1c)	Introduction of Compatriot Guests	Compatriot		
1d)	Breakfast Meal Served- Buffett	Order of tables per meeting conductor		
1e)	Induction of New Members	President/Sponsor		
1f)	Program			
	Introduction of Program	VP for Programs <u>or</u> <u>Presidents Designee</u>		
1g)	Introduction of Special Presentations	President		Items added at discretion of President
1h)	Minutes of Previous Meeting as Necessary	Secretary		Items added at discretion of President
1i)	Treasurer's report	Treasurer		Verbal Report
1j)	Reports: Officers, Standing Committees and Special Committees	Officers, Chairmen of Standing and Special Committees		Item added at discretion of President
1k)	<u>Executive Committee Meeting Summary</u>	<u>President</u>	<u>President</u>	<u>Verbal Report</u>
1l)	Unfinished Business	President	President	Item added at discretion of President
1m)	New Business	President	President	Item added at discretion of President
1n)	Elections and appointments	President	President	Item added at discretion of President
1o)	Benediction	Chaplain		
1p)	SAR Recessional	Compatriot	President	

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Order of Conduct for Executive Committee Meeting				
Para. Number	Activity	Spokes Person of Group	Appointed by	Notes
1a)	Call to Order	President or Appointed Officer	President per Constitution	
1b)	Presentation and Approval of Minutes of Immediately Previous Executive Committee	Secretary		Distributed prior to meeting.
1c)	Chapter Meeting Reservations Status	Secretary		
1d)	Color Guard Participants	Color Guard Commander		
1e)	Treasurer's Report	Treasurer		
1f)	Other Officer Reports as Necessary	Elected and Appointed Officers		Item added at discretion of President
1g)	Consent Agenda	Motion to Approve if one exists.		Item added at discretion of President
1h)	Committee Reports or additions to those previously	Standing and Appointed Committee	President	Item added at discretion of President
1i)	Unfinished Business	President		Item added at discretion of President
1j)	New Business	President		Item added at discretion of President
1k)	Adjournment	President		

Section 2. Parliamentary Procedure

2a) The Rules contained in Robert's Rules of Order, newly revised, shall govern the Delaware Crossing Chapter, Kansas Society, Sons of the American Revolution, in all cases to which they are

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applicable, and in which they are not inconsistent with the By-Laws of this Chapter, the State, or National Societies.

2b) The order of business for any meeting may be changed by a majority vote of the members present and voting.

Section 3. Program or Agenda of Meetings

3a) A printed program should be created by the President or his designated presider and distributed at each monthly Chapter Meeting prior to the Call to Order.

3b) A printed agenda should be created by the President or his designate presider and distributed by email prior to an Executive Committee Meeting.

Article ~~VII~~ VIII Amendments

Section 1. Amendments and ~~not~~see notice thereof:

These By-Laws may be amended or altered at any meeting of the chapter by a majority of the members present and voting, provided that notice of such amendment or alteration be given to the membership in writing from the Secretary at least ten days prior to the meeting.

History of Changes

Date	Description
13Feb 1993	By-Laws First Adopted
15 Jan 2000	Amendments Approved
18May 2001	Technical alterations made by Exec Committee; section 2a of the Historian updated.
17Oct 2011	Sect 1 -4e added

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13Nov2018	Added Preamble, corrected tab paragraph alignment; updated Article 1, Section 1, 2, 3, & 4; updated Article II, Section 1, 2, & 4; updated Article III Section 1e, Section 2d, Section 4e about photographer; updated Article III Section 5; added statement about "will complete" youth protection training course; updated Article IV, added Section 10 Commander of the Color Guard, Article IV Section 8, added Section 10, Section 11 Veteran Services Chairman, and Article IV Section 12 Web
15Dec2018	Amendments Approved
	New Amendments Approved

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**(By Laws as they will exist after Approval by the Membership
and the replacement of this note with one showing the date
approved)**

By-Laws of the DELAWARE CROSSING CHAPTER Kansas Society Sons of the American Revolution

Preamble

Delaware Crossing Chapter, Kansas Society of the Sons of the American Revolution has been chartered and organized as a patriotic, historical, and educational non-profit corporation, in accordance with United States 501(c)3, that seeks to maintain and extend the institutions of American freedom, and appreciation for true patriotism, a respect for our national symbols, the value of American citizenship, and to perpetuate the memory of the men who, in military, militia, or civil service by their actions helped achieve American Independence, and the unifying force of E Pluribus Unum. Other objectives of the Chapter are:

1. To keep alive the spirit of patriotism.
2. To foster devotion towards the institutions of our country.
3. To encourage historical research in relation to the American Revolution.

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4. To preserve documents, artifacts, relics, landmarks, and individual records of the period surrounding the American Revolution.
5. To seek to implement the injunctions of George Washington as outlined in his farewell address to the American people.
6. To promote and participate in public celebrations related to patriotic anniversaries.
7. To instill the importance of these objectives upon future generations.

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Article I

Membership and Dues

Section 1. Application for Membership

An application for membership shall be made on one original acid free NSSAR watermarked application form for National and one reproduction copy on acid-free paper to be retained by the State and one copy on regular paper retained by the Chapter. The form used must be approved by National. The applicant must be sponsored by two members in good standing in the Kansas and National Societies. The application, together with a check in payment of the admission fees and the current National, State and Chapter dues, shall be submitted to the Chapter Treasurer that is to be submitted to the KSSAR Registrar; optionally one check shall be written to the Chapter for its dues and one check for the remainder of fees and dues written to the KSSAR which is to accompany the application.

Section 2. Admission to Membership

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An applicant, who has fulfilled the qualification criteria of the National Society, shall become a member of the Delaware Crossing Chapter, Kansas Society, Sons of the American Revolution, when notice of approval of his application has been received from the National and State Societies, or by demonstrating satisfactory proof of an existing membership to the Registrar/Genealogist of the Chapter.

Section 3. Induction of New Members

Upon notification of approval of an applicant's application for membership in the Society, the induction ceremony of the new compatriot may be held at the earliest meeting of the Chapter when the applicant can be present. If the new member is unable to attend due to physical difficulties, the induction ceremony will be conducted at a time, place and method convenient to the applicant. The induction ceremony will be in accordance with a ceremony approved by the Executive Committee.

Section 4. Dues

- 4a) The membership year shall be from 1 January through 31 December.
- 4b) The amount of the annual Chapter dues shall be determined by the Chapter at any regular meeting of the Chapter after 30 days' notice by publication in the Chapter newsletter, and shall be due 1 January of the next year.
- 4c) Any member who fails to pay his annual dues before the deadline date established by National will be removed from the current membership rolls.
- 4d) Members who have reached their 90th birthday are excused from payment of Chapter dues beginning the following year.

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- 4e) Members who have reached their 80th birthday, AND who are already a NSSAR & SAR "Life" member, or have submitted an application for said memberships are eligible to apply for and receive Delaware Crossing Chapter "Life" member status at a reduced rate of fifty percent of standard Chapter "Life" member dues.
- 4f) Chapter dues for any applicant whose application is registered by the National Society during the last three months of the membership year shall be applied to the remainder of the membership year in which the application is registered and to the following membership year.

Section 5. Reinstatement of Membership

A former member may be reinstated by paying the required Chapter, State and National fees and dues to the Chapter Registrar/Genealogist. The Executive Committee reserves the right to review and accept or reject the reinstatement of a former member.

Section 6. Resignation

A member may resign from the Chapter by notifying the Chapter Secretary in writing, but there shall be no refund of Chapter dues to a resigning member.

Section 7. Transfer of Membership

A member may apply for transfer of his membership by submitting two copies of the application form and fee required by the National Society, subject to the approval of the State and National Societies.

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Article II

Election of Officers

Section 1. Election

The elected officers of the President, Executive Vice-President, Vice-President for Programs, Secretary, Treasurer, Assistant Treasurer, and Registrar/Genealogist each at the January meeting (the Annual Meeting) of the Chapter by a majority of those present, to hold office for one year or until their respective successors are elected and qualified. The President of the Chapter may be re-elected for one additional consecutive term.

Section 2. Installation

The president elect of the Chapter shall attend and be formally installed at the Annual Conference of the Kansas Society, Sons of the American Revolution. Any other Chapter officer-elect may attend the Annual Conference and be installed.

Section 3. Nominating Committee

Before the November meeting the President shall appoint a Nominating Committee of three or more Chapter members to nominate candidates for the Chapter's elective offices, to serve for the ensuing year. If available, the immediate past President shall be asked to serve as the Nominating Committee Chairman.

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Section 4. Nominations from the Floor

Nominations for the Chapter elective offices may be made from the floor at the January meeting.

Section 5. Consent to Nominations

No member may be nominated for office unless that member has read the duties of that office in the Chapter By-Laws and has agreed to serve in the office to which he is proposed for nomination.

Section 6. Inaugural Ceremony for the Elected Officers

The officers elected at the January meeting shall be recognized at the Chapter February meeting, with installation and acceptance of the Chapter officers at the annual meeting of the State Society in March.

Section 7. Vacancies

Vacancies occurring during the term of office shall be initially filled by the Executive Committee subject to ratification at the next Chapter Meeting.

Article III

Duties of the Elective Officers

Section 1. President

The duties of the President are as follows:

- 1a) To preside at all meetings of the Chapter and of the Executive Committee.
- 1b) To appoint all committee Chairmen and to serve as an ex-officio member of all such committees except the nominating committee.

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- 1c) To appoint members to the positions of Chancellor, Chaplain, Historian, Representative to the State Society and Sergeant-at-Arms, who shall serve for a period of one year, beginning and ending with the term of the appointing President, provided that no person shall be appointed to any appointive office unless that person shall have first read the duties of the office to which he is to be appointed and has agreed to serve.
- 1d) To attend all State Society meetings as the spokesman for and reporter of Chapter activities.
- 1e) To act as the liaison with other patriotic organizations, including but not limited to the Kansas City Missouri and Kansas Metropolitan Area SAR Chapters Washington Birthday Celebration Luncheon.

- 1f) To appoint an auditor from among the membership who is not presently serving as an elective officer of the Chapter for the purpose of auditing the records of the outgoing Treasurer.

- 1g) To sign checks in the absence of the Treasurer.
- 1h) To send a copy of all correspondence originating with the President to the Secretary.
- 1i) In the absence of a Chapter Chancellor, to be responsible for the drafting of amendments to the Chapter Constitution and By-Laws, and to oversee the up-dating and distribution of the amendments to the Chapter Membership.
- 1j) To perform such other duties as shall pertain to the office or which are assigned by the Executive Committee or Chapter.

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Section 2. Executive Vice-President

The duties of Executive Vice-President are as follows:

- 2a) To serve as President of the Chapter in the event of absence, disablement, resignation or death of the President.
- 2b) To provide leadership in the planning and development of methods and programs as to how to integrate new members into the work and fellowship of the chapter.
- 2c) In cooperation with the President, he shall prepare a packet of orientation materials for presentation to each inductee as soon as possible.
- 2d) To be the directing and coordinating officer for the Chapter's community relations programs, as represented by, but not limited to the standing committees on the programs for the following:
 - 1) Joseph S. Rumbaugh Historical Patriotic Oration Contest,
 - 2) George and Stella Knight Research Paper Contest,
 - 3) Eagle Scout Recognition and Scholarship Program,
 - 4) JROTC Awards and Enhanced JROTC Award,
 - 5) Children of The American Revolution (C.A.R.) Liaison,
 - 6) Law Enforcement and Fire Safety Awards and such other community relations programs as may be adopted by the Chapter,
 - 7) Americanism Elementary School Poster Contest,
 - 8) Sgt. Moses Adams Memorial Middle School Brochure Contest,
 - 9) Daughters of the American Revolution (DAR) Liaison,
 - 10) Medal for Heroism.
- 2e) To serve as chairman of any task force appointed by the President such as recommending economies and exploring funding initiatives for community projects.

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2f) To serve as an ex-officio member of all standing committees pertaining to community relations.

Section 3. Vice-President for Programs

The duties of the Vice-President for Programs are as follows:

3a) To serve as the Chapter program director for the planning of programs for the Chapter's monthly meetings, which programs shall be:

- 1) Scheduled in advance for the meeting year for which he was elected.
- 2) Program selection consistent with the objectives and purposes of the Society.

3b) To serve in such other duties as may be assigned by the Executive Committee or by the President.

Section 4. Secretary

The duties of the Secretary are as follows:

- 4a) To give written notice of all meetings of the Chapter membership, which may be through the monthly newsletter or by email.
- 4b) To give written, by email, notice of all meetings of the Executive Committee when directed by the President to do so.
- 4c) To keep the minutes of all meetings of the Chapter Executive Committee and of the Chapter, in accordance with the Order of

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Business stated in Article VI of the By-Laws, and in a format approved by the Chapter Executive Committee; to give a summary of each Chapter meeting at which business is conducted in the following monthly newsletter; to distribute a copy of the minutes of all Board meetings to each member thereof.

- 4d) To handle all general correspondence of the Chapter and to keep copies thereof, together with copies of correspondence received from the President.
- 4e) To be responsible for the Chapter's monthly newsletter and photographs, provided that the President may appoint a newsletter editor and/or photographer in lieu of the Secretary.
- 4f) To keep a correct list of the members of the Chapter and their addresses for the Chapter's mailing list, together with the names and addresses
 - 1) former members
 - 2) prospective members
 - 3) A miscellaneous list of other SAR chapter and State Society officers and other patriotic organizations, as shall be consistent with the purposes of the Chapter.
- 4g) To cause to be maintained as to each member correct and updated personal information which can be used to publish a Chapter Roster, which roster shall be a part of the Chapter Handbook.
- 4h) To maintain and supervise a Secretary's Handbook, whose contents shall consist of three-hole punched 8.5 x 11 pages, with the subject matter to be presented in the following order:
 - 1) Current Chapter Officers, designating the Executive Committee by asterisks;
 - 2) A listing of past Presidents;

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- 3) A listing of the Chapter members who have distinguished themselves and the Delaware Crossing Chapter by having been elected to the Presidency of the State Society or to an office of the National Society;
- 4) A short history of the National and State Societies;
- 5) A short history of the Delaware Crossing Chapter;
- 6) The Constitution of the Chapter;
- 7) The By-Laws of the Chapter;
- 8) The Secretary shall submit to the Executive Committee for approval any change of forms consistent with current requirements.

Section 5. Treasurer

The duties of the Treasurer are as follows:

- 5a) To have custody of all monies of the Chapter, which are to be deposited in a federally insured bank in the name of the Delaware Crossing Chapter, Kansas Society, Sons of the American Revolution.
- 5b) To maintain the Chapter's funds in an interest-bearing account, if available, with minimal expense to the Chapter.
- 5c) To deposit in the Chapter bank account all funds received on behalf of the Chapter, whether in cash or by check, within two weeks of receipt.
- 5d) To maintain three checking accounts, one for General Operating funds, one for the Color Guard Fund and one for the Veterans Services Fund.

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5e) To promptly pay out money from Chapter funds when:

- 1) Directed by an order or standing order of the Chapter or Executive Committee, as provided in the budget and per requirements of the managers of the funds.
- 2) Directed by the President not to exceed \$100 without approval of the Executive Committee.
- 3) Presented paid invoices from officers which are incurred in performing their appointed duties in accordance with National and State requirements as provided in the budget.

5f) To bill or cause the membership to be billed for annual dues in accordance with National and State requirements and to report the collection of annual dues to the Secretary of the State Society. In addition, the Treasurer shall send one copy of the annual dues report to the State Secretary, to the Chapter President, Chapter Registrar/Genealogist and the Chapter Secretary. Members shall be encouraged to pay dues prior to and in accordance with National and State requirements.

5g) To keep records of all funds received, deposited and/or disbursed by the Chapter on forms approved by the Executive Committee.

5h) To mail or cause to be mailed to former members who are delinquent in their dues a letter, together with a delinquent dues notice, on forms approved by the Executive Committee. This mailing should be sent on or near 1 April and 1 May of each year— and upon request thereafter.

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5i) When received from the Registrar/Genealogist, or designee of the Registrar/Genealogist such as sponsoring member, all membership applications and from former members all applications for reinstatement, together with the appropriate check, for the purpose of forwarding to the State Membership Chairman with the appropriate check, retaining the Chapter dues. The forms used to forward the original application for membership and the application for reinstatement shall be on forms approved by the Executive Committee.

5j) To give a verbal Treasurer's report at each Chapter meeting and electronically distribute a written Treasurer's report to each Executive Committee member prior to the Executive Committee Meeting, and at such other times when requested by the President on a form approved by the Executive Committee.

5k) To keep the records of the prior Treasurer for two years after the same have been audited.

5l) To record the attendance and to collect the appropriate charges for the payment of all meals and other expenses incurred in connection with meetings of the Chapter on a form approved by the Executive Committee.

5m) Maintain and update required forms, such as IRS-990N FORM.

Section 6. Assistant Treasurer

The duties of the Assistant Treasurer are as follows:

To perform the duties of the Treasurer in his absence or at his request.

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Section 7. Registrar/Genealogist

The duties of the Registrar/Genealogist are as follows:

7a) To work in close cooperation with the Membership Chairman.

7b) To provide leadership direction and assistance to all who seek help in the completion of membership applications and tracing of genealogical lines.

7c) To be the initial Chapter officer to receive all applications for Society membership; and in regard to such applications:

- 1) To decide all questions of a genealogical nature (consulting with such members as he deems best) as to the completeness of each application as to context, number of copies and the proper amount of payment to be made with such application. If only one copy of an application has been received, he makes two more on acid-free paper.
- 2) After approval of such application, to forward to the Chapter Treasurer two copies of the application along with the documents and check for payment of fees and dues.
- 3) To retain one copy of each application until such time that the same is approved by the National Society and until the Chapter Registrar/Genealogist has reached the end of his term in office, at which time it shall be transmitted to the Chapter Historian, or, if the application has not yet been approved, passed on to the successor of the Registrar-Genealogist.

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- 4)Presents Registrar's report of membership to the Executive Committee on a regular basis.
- 5) To send the name and address of each membership applicant to the Chapter Secretary for the Chapter mailing list.
- 6) Presides at Chapter meeting when no other chapter officer is present.

Article IV

Appointive Officers and Their Duties

The Chapter shall have the following appointive offices to serve during the terms of the President, to-wit: Chancellor, Historian, Chaplain, Representative to the State Board of Governors, Sergeant-at-Arms, Membership Chairman, Parliamentarian, Chairman of Invitations -George Washington Birthday Celebration Planning Committee, Publicity and Public Relations Chairman, Commander of the Color Guard, Veterans Services Chairman, and Web Master.

Their duties are as follows:

Section 1. Chancellor

The duties of the Chancellor are as follows:

- 1a) To provide guidance as to legal matters which may confront the Chapter.
- 1b) To be responsible for the drafting of amendments to the Chapter Constitution and By-Laws, and to oversee the up-dating and distribution of the amendments to the Chapter membership.

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- 1c) To assist the Executive Vice-President and the chairmen of the standing committees on the Rumbaugh Historical Patriotic Orations Contest, Knight Historical Essay Contest and the Law Enforcement Award committee in the conduct of their programs.

Section 2. Historian

The duties of the Historian are as follows:

- 2a) To compile and maintain permanent files of matters pertaining to the, history of the Chapter, including but not limited to the following:

- 1) All Chapter newsletters.
- 2) All minutes of the Chapter and Executive Committee which are over one year of age.
- 3) All Chapter rosters.
- 4) Any suitable mementos of Chapter activities in a form and manner suitable to the memento, for example: Scrapbook, Americanism results.
- 5) An index of the Chapter's records and mementos.
- 6) A copy of the application for membership or reinstatement of membership of each Chapter member, after each has been approved by the National Society.

- 2b) To be responsible for the appropriate recording of Chapter events for both internal and media purposes.

Section 3. Chaplain

The duties of the Chaplain are as follows:

- 3a) To give the invocation at the beginning of each Chapter meeting, and the benediction at the closing of Chapter meetings.

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3b) To be responsible for the Chapter's fraternal obligations to the membership as to sickness, disabilities and deaths among the Chapter's members and families.

3c) To cooperate with the Registrar/Genealogist and Sergeant-at-Arms in introducing both new and old members into the fellowship of the Chapter.

Section 4. Representative to the State Board of Governors

The requisites and duties of the Representative to the State Board of Governors are as follows:

4a) That the person fulfilling this position shall have served as Chapter President.

4b) To attend all meetings of the State Society with the Chapter President, and in the absence of the Chapter President, make the Chapter report at the State Society meeting.

4c) To keep the Chapter informed of the activities of the State Society by way of the Chapter's newsletter or by oral reports at Chapter meetings.

4d) To perform such other duties as may be assigned to him by the Executive Committee and/or the Chapter President.

Section 5. Sergeant-at-Arms

The duties of the Sergeant-at-Arms are as follows:

5a) To have custody and charge of the placement and distribution of membership badges, flags, pledge cards, plaques and such other material as are or may be used at Chapter meetings.

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5b) To cooperate with the President and the sponsoring member in introducing both old and new members into the fellowship of the Chapter.

Section 6. Membership Chairman

The duty of the Membership Chairman is as follows:

To recruit or cause to be recruited new members to the Society and shall be performed in cooperation with the Registrar/Genealogist with all members of the Chapter being members of the Membership Committee.

Section 7. Parliamentarian

The duties of the Parliamentarian are as follows:

7a) To advise the Chair in all parliamentary procedure questions.

7b) To serve on any committee appointed to revise or amend the Chapter Constitution and By-Laws.

Section 8. George Washington Birthday Celebration

Planning Committee

The duties of the G.W.B.C. Planning Committee Chairman are as follows:

8a) Concurrently sits on the George Washington Birthday Celebration Planning Committee that operates under the authority of the Kansas Society of the Sons of the American Revolution and the Missouri Society Sons of the American Revolution.

Section 9. Publicity and Public Relations Chairman

The duties of the Publicity and Public Relations Chairman are as follows:

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- 9a) To obtain the widest possible media coverage of Chapter events and in events in which the Chapter or its members participate.
- 9b) To act as media liaison upon behalf of the Chapter; and to and to coordinate the publicity arrangements with the Chapter officers and Committee Chairmen in the Chapter activities.

Section 10. Commander of the Color Guard

The duties of the Commander of the Color Guard are as follows:

- 10a) Recruit members to the Color Guard.
- 10b) Maintain chapter flags, organize flag display.
- 10c) Maintenance of extra color guard uniforms.
- 10d) Organize the color guard at events and meetings.

Section 11. Veterans Services Chairman

The duties of the Veterans Services Chairman are as follows:

- 11a) To coordinate and plan events and visits for Veterans sponsored by the chapter.
- 11b) To recognize and reward veterans for meritorious service.

Section 12. Web Master

The duties of the Web Master are as follows:

- 12a) Make payments to the domain company vendor. The cost of the email and web domain expenses will be reimbursed to the web master by the treasurer.
- 12b) Update the chapter web pages, web pictures, and [web-based](#) documents and instructions.
- 12c) Provide support to the secretary for the email capability.

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- 12d) Maintain a list of duties, passwords, and instructions for follow-on Web Masters.

Article V

Standing Committees and Their Duties

Section 1. Standing Committees

The Chapter shall have the following Standing Committees to give effect to the chapter's programs:

- 1a) Budget and Planning Committee
- 1b) Rumbaugh Historical Oration Contest Committee
- 1c) Knight Historical Research Paper Contest Committee
- 1d) Eagle Scout Recognition and Scholarship Program Committee
- 1e) JROTC Awards Committee
- 1f) Children of the American Revolution Committee
- 1g) Public Safety Awards Committee
- 1h) Kesler Youth Endowment Fund Board of Trustees
- 1i) Youth Poster Contest Committee
- 1j) Wreaths Across America Committee

And such other standing committees as shall be deemed necessary by the President.

Section 2. Committee Membership

Each standing committee should consist of at least **two** members appointed by the Chairman, plus the ex-officio members who shall be non-voting members.

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Section 3. Initial Meeting and Program Draft

Each standing committee shall hold its initial meeting as soon as possible after its appointment by the Chairman, to draft its program for the ensuing year; which draft shall be submitted to the President before the Chapter's first monthly meeting of the year for which the committee is appointed.

Section 4. Committee Assignments

The committee assignments should be as follows:

4a) Budget and Planning Committee Shall consist of the Chapter Executive Committee, who shall recommend to the Chapter at its annual meeting in January of each year the plans and programs, budget and dues for the ensuing year.

4b) Rumbaugh Historical Oration Contest Committee

To arrange with high schools, public, private, and home-schooled students, in Johnson and Wyandotte counties for the participation of their students in the Joseph S. Rumbaugh Historical. Out of district students may become "at large" entrants at the Kansas State level. Oration Contest, provided however that volunteer students from other counties in Kansas will be accepted as contestants.

4c) Knight Historical Research Paper Contest Committee

To arrange with high schools, public, private, and home-schooled students, in Johnson and Wyandotte counties for the participation of their students in the George and Stella Knight Essay Contest, provided however that volunteer students from other counties in Kansas will be accepted as contestants. Out of district students may become "at large" entrants at the Kansas State level.

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4d) Eagle Scout Recognition and Scholarship Program Committee

To encourage Eagle Scouts in the local scout council who belong to Kansas troops to participate in the SAR Eagle Scout Recognition and Scholarship Program, and to select a Chapter winner to enter the state contest.

4e) JROTC Award Program Committee To arrange with the high school JROTC officials for the award of SAR JROTC medals at appropriate ceremonies.

4f) Children of the American Revolution Committee

Will act on behalf of the Chapter to support this youth program in an appropriate manner. The chairman of this committee shall be the liaison.

4g) Public Safety Awards Committee

Will act on behalf to recommend recipients of the following Public Service Awards.

1) Law Enforcement Award

Will act on behalf of the Chapter to honor law enforcement officers with the SAR Law Enforcement Commendation Medal when justified by their bravery, length of service or contribution to the community, at an appropriate ceremony conducted in accordance with and approved by the Chapter Executive Committee.

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2) Fire Safety Award

Will act on behalf of the Chapter to honor fire service professional, researchers, and volunteers for outstanding accomplishments and/or who make outstanding contributions to any area of fire safety and service. It may be presented only to an individual and only once at an appropriate ceremony conducted in accordance with, and approved by the Executive Committee.

3) Emergency Medical Service Award

Will act on behalf of the Chapter to honor Emergency Medical Service professionals for the preservation of life and health under emergency conditions and/or performing beyond the duties normally called for within the Emergency Medical Services profession. The award is to be presented at an appropriate ceremony conducted in accordance with and approved by the Chapter Executive Committee.

4h) Kesler Youth Endowment Fund Board of Trustees

Will act on behalf of the Chapter to meet, publicize, provide reports to members, invest the corpus of the fund and distribute income to the chapter. For specific definition of duties and purposes of the endowment fund, refer to the document entitled: "Kesler Youth Endowment Fund".

Initial trustees to be appointed by the Chapter President to serve until the next annual election at which time trustees will be nominated serve 1, 2, and 3-year terms. The trustees elected then choose their chairman for the ensuing year. The Chapter President shall submit a suggested trustee name to the nominating committee. In case of a vacancy, the

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Chapter President shall appoint a trustee to serve until the next election at which time a trustee nominee shall be elected to fill the remainder of the term for which he was appointed. The Chapter President shall be an ex-officio member of this committee and shall call meetings, may receive gifts and will acknowledge gifts. If the Chapter President is also a trustee at the time of holding the Chapter President's office, he may perform both duties or appoint a vice-president to represent him at the trustees' meetings.

4i) Youth Poster Contest Committee

Will act on behalf of the Chapter to arrange with elementary, public, private, and home-schooled students, in Johnson and Wyandotte counties for the participation of their students in a Poster Contest. This committee will maintain the entry rules and forms, and organize the contest events.

4j) Wreaths Across America

Will act on behalf of the Chapter with a local cemetery Coordinator for Wreaths Across America for the Chapters members participation as a Sponsoring Group in the annual Wreaths Across America event for the purchasing and honorably laying of wreaths at the graves of person who served in the Armed Forces of the United States of America.

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Article VI

Youth Protection Training

Every Elected Officer, appointed officer and Committee Chairmen of any Youth Activity Committee shall successfully complete the NSSAR's Youth Protection Training and keep their certification current. That training can be found on the NSSAR website under NSSAR's Youth Protection Training. All Delaware Crossing members who plan to participate in any manner in any youth programs shall have successfully complete the subject training and have current certification. Per NSSAR Handbook III. The Board of Trustees concluded that the National Society owes it to the children we interact with and their parents, as well as the Compatriots running these programs, to keep these interactions safe for all involved. The Youth Protection Training is available in the eLearning portal at www.sar.org. Upon completion of the training, a Compatriot will receive a certificate good for three years."

Article VII

Meetings

Section 1. Order of Business

The order of conduct of all monthly and special Chapter meetings and Executive Committee Meetings, are as follows for the Chapter officer or officers who shall preside or report, with minutes being kept of the entire Executive Committee Meeting and the Business Portion of the Chapter Meeting, and with minor changes by presiding officer due to schedule of guests:

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Order of Conduct for Chapter Meeting				
Para. Number	Activity	Spokes Person or Group	Appointed by	Notes
1a)	Opening Ceremonies:			
	Call to Order	President		
	Presentation of the Colors	Color Guard		
	Invocation	Chaplain		
	Pledge of Allegiance	Compatriot	President	
	Pledge to the SAR	Compatriot	President	
	Post Colors	Color Guard		
	Color Guard Recessional	Color Guard		
	Welcome	President or his Designee		
1b)	Introduction of Scheduled Guests	President		
1c)	Introduction of Compatriot Guests by Table	Compatriot		
1d)	Breakfast Buffett	Order of tables per meeting conductor.		
1e)	Induction of New Members	President & Sponsor		
1f)	Program			
	Introduction of Program	VP for Programs or Presidents Designee		
1g)	Introduction of Special Presentations & Awards	President		Items added at discretion of President
1h)	Minutes of Previous Meeting as Necessary	Secretary		Items added at discretion of President
1i)	Treasurer's Report	Treasurer		Verbal Report
1j)	Officers, Standing Committee and Special Committee Reports	Officers, Chairmen of Standing and Special Committees		Item added at discretion of President
1k)	Executive Committee Meeting Summary	President	President	Verbal Report
1l)	Unfinished Business	President	President	Item added at discretion of President
	New Business	President	President	Item added at discretion of President
1m)	Announcements	President & Attendees	Recognized by President	

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1n	Elections and Appointments	President		Item added at discretion of President
1o)	Benediction	Chaplain		
1p)	SAR Recessional		President	

Order of Conduct for Executive Committee Meeting				
Para. Number	Activity	Spokes Person of Group	Appointed by	Notes
1a)	Call to Order	President or Appointed Officer	President per Constitution	
1b)	Presentation and Approval of Minutes of Immediately Previous Executive Committee	Secretary		Distributed prior to meeting.
1c)	Chapter Meeting Reservations Status	Secretary		
1d)	Color Guard Participants	Color Guard Commander		
1e)	Treasurer's Report	Treasurer		
1f)	Other Officer Reports as Necessary	Elected and Appointed Officers		Item added at discretion of President
1g)	Consent Agenda	Motion to Approve if one exists.		Item added at discretion of President

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1h)	Committee Reports or additions to those previously submitted by email.	Standing and Appointed Committee Chairs	President	Item added at discretion of President
1i)	Unfinished Business	President		Item added at discretion of President
1j)	New Business	President		Item added at discretion of President
1k)	Adjournment	President		

Section 2. Parliamentary Procedure

- 2a) The Rules contained in Robert's Rules of Order, newly revised, shall govern the Delaware Crossing Chapter, Kansas Society, Sons of the American Revolution, in all cases to which they are applicable, and in which they are not inconsistent with the By-Laws of this Chapter, the State, or National Societies.
- 2b) The order of business for any meeting may be changed by a majority vote of the members present and voting.

Section 3. Program or Agenda of Meetings

- 3a) A printed program should be created by the President or his designated presider and distributed at each monthly Chapter Meeting prior to the Call to Order.
- 3b) A printed agenda should be created by the President or his designate presider and distributed by email prior to an Executive Committee Meeting.

Article VIII Amendments

Section 1. Amendments and notice thereof:

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These By-Laws may be amended or altered at any meeting of the chapter by a majority of the members present and voting, provided that notice of such amendment or alteration be given to the membership in writing from the Secretary at least ten days prior to the meeting.

History of Changes

Date	Description
13Feb 1993	By-Laws First Adopted
15 Jan 2000	Amendments Approved
18May 2001	Technical alterations made by Exec Committee; section 2a of the Historian updated.
17Oct 2011	Sect 1 -4e added
13Nov2018	Added Preamble, corrected tab paragraph alignment; updated Article 1, Section 1, 2, 3, & 4; updated Article II, Section 1, 2, & 4; updated Article III Section 1e, Section 2d, Section 4e about photographer; updated Article III Section 5; added statement about "will complete" youth protection training course; updated Article IV, added Section 10 Commander of the Color Guard, Article IV Section 8, added Section 10, Section 11 Veteran Services Chairman, and Article IV Section 12 Web
15Dec2018	Amendments Approved

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Date to be added after approval	List of Amendments approved to be added after approval by the Members.
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