

**The Washington State Society  
of the  
Sons of the American Revolution (WASSAR) By-Laws**

as amended 27 May 2005

**ARTICLE I  
Membership**

**SECTION A.** An individual desiring membership in the NSSAR, shall be referred to either the chapter Genealogist or the WASSAR Genealogist for assistance in completing a work copy provided by the Genealogist. It will contain his ancestral lineage back to his patriot ancestor. The applicant must furnish proper documentation for each generation. He shall also record the name, residence, and service of his ancestor in the American Revolution, from which he claims eligibility. When the work copy is approved by the WASSAR Genealogist, the applicant will complete two copies of the NSSAR membership application forms, and deliver them to the WASSAR Registrar.

**SECTION B.** The WASSAR Registrar will have the applicant make oath that the information in his application form is true to the best of his knowledge. The Registrar will have the application forms signed by two WASSAR members. The Registrar will retain one copy for his file, and forward the other copy to the WASSAR Secretary. The secretary will obtain the membership fee from the applicant and forward the application and fee to NSSAR.

**SECTION C.** When the application is approved by NSSAR, a Certificate of Membership signed by the President General and containing the NSSAR seal, will be received by WASSAR. The WASSAR President and Secretary will countersign the certificate and forward it to the new members Chapter President, who will make the presentation. If the new member is a Member at Large arrangements will be made for presentation by the WASSAR President.

**SECTION D.** An applicant for class 1,2 or 3 membership in the NSSAR (See Article III in the WASSAR Constitution), and is a lineal descendant of a current or a former member of the NSSAR, he shall set forth his lineage to his patriot ancestor, but it will only be necessary for him to document his descent from the present or former member of the NSSAR, and include his national number.

**SECTION E.** Class 4, CAR members (See Para 4, Section A, Article III, of the WASSAR Constitution), wanting to transfer to the WASSAR, need only furnish the Registrar a copy of their original CAR application. The Chapter President to which the CAR member is assigned, will introduce him at a chapter meeting as outlined in the NSSAR By-Laws.

**SECTION F.** The official designation of a member of the "National Society of the Sons of the American Revolution" shall be "Compatriot".

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**ARTICLE II  
Suspensions**

The WASSAR shall have the authority to suspend or expel any member of the WASSAR for behavior or actions detrimental to the WASSAR. Subject member shall be given a two weeks notice in writing of the proposed action by the Executive Board. The member has a right to appeal the Executive Board. The final decision by the board to become effective and legal, must be approved by two-thirds of the members present, and only if a quorum is present.

**ARTICLE III  
Duties of the WASSAR Officers**

**SECTION A. The President** shall chair all WASSAR Executive Board meetings and prepare the meeting agenda. He will insure that WASSAR By-Laws, other board directives or policies, do not violate existing NSSAR or Pacific District By-Laws. He shall appoint the Chairman of the WASSAR Endowment Fund, the CAR Liaison Officer, and the annual members of the Nominating Committee, which is chaired by the National Trustee. He shall submit to the Executive Board the dele

**SECTION B. The Vice President** assists the President in the duties, and performs other tasks assigned to him by the President. He assumes the duties of the President in his temporary absence. If for some reason, the President permanently vacates his office, the Vice President becomes the President. No meeting of the Executive Board is necessary for this office change.

**SECTION C. The Secretary** shall have charge of the WASSAR seal and the certificate of incorporation. He maintains files on all correspondence received and dispatched. He prepares outgoing correspondence for the name and signature of the WASSAR President. He shall keep rosters of WASSAR members noting if they are active, inactive, transferred in or out, suspended, or deceased. He ensures NSSAR receives required reports in a timely manner and complies with their reporting procedures. The Secretary shall publish and make available to each member a directory of active WASSAR members by January of each year. The roster will list all active members, complete with name of compatriot, spouse, address, telephone number, e-mail address, national number, state\_number, chapter of affiliation, all patriot ancestors, their rank and their location. See the example below:

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Harry Rollins Houston MD Capt. MC USN Ret. **	360-692-8478	AH
Bett Grierson++		
2070-NE Oriole Way	<a href="mailto:hbhouston@telebyte.com">hbhouston@telebyte.com</a>	National Number: 149605
Bremerton , WA 98311-3941		
Patriot Ancestor(s): Capt Samuel Houston ME		
Supplementals: (19) Sgt. Joseph Averill ME; Pvt. Nathan Burton, Sr. ME.; Capt. Thomas Fletcher; Mate William Gregory ME; Pvt. John Handley MA; Pvt. Benjamin Horton MA; Pvt. John Hussey ME; Pvt. Charles Jameson ME; Paul Jameson PS ME; Pvt. Lazarus Jones ME; Nathaniel Rollins, Sr. PS ME; Pvt. Nathaniel Rollins, Jr. ME; Capt. Joesph Sevey ME; Pvt. Sylvanus Sevey ME; Pvt. Justus Soper ME; 1st Sgt. Samuel Soper ME; Isaiah Tolman PS ME; Pvt. Samuel Tolman ME; Pvt. Joseph Viles ME		

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This member roster shall be sent to all WASSAR Executive Board members and to each Chapter Secretary, for further distribution to the members of their chapter. The roster may also be published in the Washington Trails. The secretary shall also publish a roster of state officers in January of each year for the new year. The officer roster shall include a tabulation of the name, address and telephone number of all current WASSAR officers, along with their office designation and the officers each active chapter in the WASSAR. The roster of officers will have the same distribution as the member roster listed above. He shall, under the direction of the President, give due notice to all elected officers of any orders, resolutions, and proceedings of the WASSAR affecting them or pertaining to their respective duties. He shall assist the President in the preparation, publishing, and distribution of the agenda for each Executive Board Meeting. He shall record minutes of all Executive Board Meetings. He collects and records the current dues from WASSAR Chapters and forwards the money to the WASSAR Treasurer. He submits information that is of interest to all members to the editor of the Washington Trail for publication. He shall perform such other duties as directed by the President or as required by the WASSAR, NSSAR Pacific District, and National Society By-Laws.

**SECTION D. The State Treasurer** shall receive all WASSAR monies and deposit them as directed by the Executive Board. The endowment funds will be deposited as directed by the Endowment Chairman. The Treasurer will present a current financial report at each Executive Board Meeting. All disbursements will be by check, as requested by the Secretary or the State President. The Treasurer and the State President are the only members authorized to sign WASSAR checks. Neither the Treasurer nor the State President is required to be bonded.

Each Chapter Treasurer will collect the national and state dues as stated in Article VII and each chapter dues as established by the chapter. National and state dues will be submitted to the state secretary no later than 5 December along with a roster of those members paying said dues and a chapter check made payable to WASSAR. The WASSAR Secretary is responsible for reporting dues-paying members to the national society. (Adopted 14 May 2004)

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**SECTION E. The Genealogist** may provide advice and assistance to individuals seeking membership. He may also assist chapter genealogists with completion of membership applications. The WASSAR Genealogist must review all applications for membership before being submitted to the WASSAR Registrar.

**SECTION F. The Registrar** receives membership applications, in duplicate, from the WASSAR Genealogist. The Registrar shall review membership applications for conformance to national requirements. When he is satisfied the application meets the appropriate requirements, he will submit a package to the WASSAR Secretary for further processing. The package will include the application in duplicate, one set of documentation and the appropriate checks made out to the NSSAR Treasurer General and the WASSAR Treasurer to submit it to NSSAR. The WASSAR Secretary will return one completely signed application to the WASSAR Registrar to file. The WASSAR Registrar shall coordinate with the DAR, CAR, etc. on genealogical matters. He shall perform such other duties as directed by the WASSAR Executive Board. The position of Registrar and Genealogist maybe combined into to one.

**SECTION G. The Vice President of Operations** assists the President in forming new SAR chapters in populous areas of the state that are void of a SAR chapter. Available to the various committee chairs in accomplishing the goals of their respective committees.

**SECTION H. The Historian** collects important records and records activities that need to be included in the WASSAR history. The history data will be published in soft cover booklet every ten years.

**SECTION J. The Chaplain** is a member of the WASSAR Executive Board and will perform the invocation and benediction at the board meetings. He will coordinate religious matters with the chaplains of the WASSAR chapters. He shall express sympathy to family members of a deceased WASSAR compatriot, either in person or by letter or card.

**ARTICLE IV  
WASSAR Executive Board Meetings**

**SECTION A.** An annual meeting of the Executive Board will be held in January of each year. The President will announce the exact date and time by letter from the WASSAR Secretary. Additional Executive Board meetings may be scheduled by the WASSAR President, or when requested by a simple majority of WASSAR board members. Date and time of these special meetings will be by letter from the WASSAR Secretary to Chapter Presidents, and if time permits, in the Washington Trail. The WASSAR President will chair all meetings on the Executive Board. In his absence, the Vice President will preside. A quorum of not less than five board members must be present for any decisions to be binding.

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**SECTION B.** The WASSAR Executive Board consists of all elected members and Chapter Presidents. The National Trustee, the Washington Trail Editor and the Endowment Fund Chairman, are ex-officio board members.

**ARTICLE V  
State Presidents Council**

This council is composed of all former State Presidents, the current State President, and the current Chapter Presidents. This council will meet at the call of the current state president. It will serve as consultants to the WASSAR Executive Board when it is faced with a complex problem or issue.

**ARTICLE VI  
WASSAR Endowment Fund**

**SECTION A.** The WASSAR Endowment Fund, established in March 2002, to be used for expenditures authorized by the Executive Board. The principle amount invested is untouchable and will not be withdrawn to meet financial obligations. Contributions to the fund should be made to the State Treasurer or the Endowment Fund Chairman. Contributions to this fund are tax deductible.

**SECTION B.** The WASSAR President elect at the January Executive Board Meeting will name a WASSAR member as Chairman of the Endowment Fund. The chair will ensure compliance with the operation and disbursement of income from the fund as directed by the By-Laws. He monitors the fund investment for interest and dividend returns and recommends changes in the investment of the principle when in the best interest of the fund. He submits a current report to each Executive Board meeting of the financial status of the endowment Fund, including contributions, investment returns, and disbursements requests. Chapters or members in need of financial assistance related to their WASSAR duties can apply in writing to the Fund chair, stating their situation and funds needed. The Chairman will investigate the request and submit his recommendation to the Executive Board.

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**ARTICLE VII**  
**Fees and Dues**

**SECTION A.** The NSSAR sets the membership fee that must accompany the application to national office. The NSSAR establishes the annual dues for each member, which must be submitted by the State Secretary to the NSSAR Treasurer by December 30 of each year for the following year.

**SECTION B.** The WASSAR application fee and annual member dues will be established each year by the Executive Board at its first meeting after the annual NSSAR Congress.

**SECTION C.** Each Chapter shall determine its own annual dues.

**SECTION D.** The fee established by the NSSAR and WASSAR shall accompany each supplemental application by a member presenting additional ancestral lineage. The NSSAR fee, along with the fee set by WASSAR, will be forwarded to the WASSAR Registrar along with the necessary paper work. The WASSAR Registrar will route the fees and application to the WASSAR Secretary. The Secretary will record the necessary information and route the appropriate documents and fees to NSSAR and the WASSAR treasurer.

**SECTION E.** There shall be no NSSAR, WASSAR or Chapter fees for affiliation from another state society, transfer of males from the children of the American Revolution (CAR), or children of the Revolution (CR), or the Washington Guard (WG), before their 22<sup>nd</sup> birthday.

**SECTION F.** Sons, Grandsons, Brothers, Nephews, or Grandnephews of a member of the SAR, DAR, or SR may, before the age of 25 years, be admitted to the WASSAR upon payment of five dollars for their membership certificate.

**SECTION G.** A member, who has been dropped because of non-payment of his dues, will be reinstated by the WASSAR upon his written request to the WASSAR Secretary. He must also submit full payment of the NSSAR, WASSAR, and Chapter dues for the current year. The Secretary will forward the dues to the NSSAR and the chapter treasurers after approval of the reinstatement by the WASSAR President.

**SECTION H.** Annual dues to the National Society for each member must be paid by the WASSAR Treasurer to the Treasurer General NSSAR not later than 1 January of the following year.

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**SECTION I.** No annual dues (National, State, or Chapter) are required of those members of the WASSAR who have purchased or are purchasing a life membership on installments in accordance with the life membership fees established by the WASSAR Executive Board prior to 15 January 2005. Effective 15 January 2005 WASSAR Life Memberships will no longer be authorized. These fees shall be invested based on the "Investment Guidelines" established & approved by the WASSAR Executive Board.

Adopted 15 January 2005

**SECTION J.** Should the WASSAR Executive Board determine that there is a need for a general assessment, all members, including life members, shall be liable for the assessment.

**ARTICLE VIII**

**Election of Officers**

**SECTION A – Nominations.** The National Trustee from WASSAR serves as the Nomination Committee Chairman. He will call a meeting of the Nomination Committee prior to 25 October to select the list of qualified candidates for each WASSAR Officer position and forward this list no later than 25 October to the WASSAR Secretary. The Nominating Committee will consist of each Chapter President, two former state presidents selected by the Chairman, and one compatriot selected by the WASSAR President. No compatriot currently serving in a WASSAR officer position is authorized to serve on the Nomination Committee. (Adopted 27 May 2005)

**SECTION B - Balloting.** The WASSAR Secretary will prepare an election ballot and mail one to each member in good standing in WASSAR. The Secretary shall use the Washington Society newsletter to mail the ballots, if possible. Each member shall return the marked ballot, unsigned and in the sealed envelope to the WASSAR Secretary. At a special meeting or at the annual Executive Board meeting in January, the ballots will be opened and counted by three tellers appointed by the WASSAR President. The National Trustee will swear in the officers elected at this meeting.

**ARTICLE IX**

**NSSAR Congress Delegates**

The following are authorized as WASSAR Delegates submitted by the chapters and the secretary will notify the Secretary General of the names of WASSAR delegates who will attend the Congress, no later than 30 days prior to the date of the Congress.

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**ARTICLE X  
WASSAR Chapters**

**SECTION A.** The membership of the WASSAR shall be organized into Chapters. When ten or more members of the WASSAR reside in the same locality and decide to organize a new chapter, they shall present a written request to the WASSAR Executive Board for a Charter. Awarding of the Charter to the new Chapter will be at a special ceremony as outlined in the NSSAR By-Laws.

**SECTION B.** Each Chapter will write their own By-Laws, which provide the rules of operation of the Chapter. Their By-Laws will remain consistent with the by-Laws of the WASSAR and NSSAR, and those of the Pacific District. The Vice President of Operations will assist in the formation of a new chapter and the writing of their By-Laws.

**SECTION C.** A member shall be assigned to a Chapter nearest his place of residence, or to a chapter he has requested in writing. Members not assigned to a Chapter shall be members-at-large in the WASSAR.

**SECTION D.** Each Chapter shall submit a written report to the WASSAR Secretary by January 15 each year naming all chapter officers for that year. Each Chapter shall immediately inform the Secretary of the change of address or death of any member.

**SECTION E.** Each Chapter treasurer will collect the National and State dues as stated in Article VII and the chapter dues as established by the chapter. National and State dues will be submitted to the State Secretary no later than 5 December of each year along with a roster of those members paying said dues and a chapter check made payable to the WASAR Treasurer. The WASSAR Secretary is responsible for reporting dues paying members to the National Society.

**SECTION F.** A member may hold dual Chapter membership by paying Chapter dues only directly to the second, and any subsequent, (non-parent) Chapter. He is entitled to all the privileges on the second, and any subsequent, Chapter and may hold office in such Chapter. He cannot hold the same elective office simultaneously in one or more Chapters, nor shall he seek election for the same office in one or more Chapters during the same election period.

**SECTION G.** A Chapter member whose dues are in arrears as of 1 January of the current year, shall not be entitled to vote, hold office, serve on any committee, act as a delegate, or be transferred to another State Society. He shall be reported as a non-paying dues member by the WASSAR Secretary and shall be dropped from active status on State and National Society membership rolls.

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**ARTICLE XI  
Amendments**

Any amendments to these bylaws shall be made in accordance with Article VI of the WASSAR Constitution.

