**National Society**

**Daughters of Colonial Wars, Incorporated**

**National Bylaws**

**Revised**

**December 2018**

**I.R.S. Tax No. EIN 54-6053436, GIN 5578**

“Love of Country Leads Me”

CERTIFICATE OF INCORPORATION

of

NATIONAL SOCIETY

DAUGHTERS OF COLONIAL WARS, INCORPORATED

The undersigned persons, desiring to associate themselves into a corporation, pursuant to an act of the Legislature of the State of New Jersey, entitled "An Act to Incorporate Associations Not for Pecuniary Profit," approved March 21st, 1928, with the several supplements thereto and amendments thereof, do hereby certify:

*FIRST:* The name by which this corporation is to be known in law is NATIONAL SOCIETY, DAUGHTERS OF COLONIAL WARS, INC.

*SECOND:* The objects for which this corporation is formed are for the promotion of historical research; the location and preservation of family records of the early settlers of this country, with their traditions and folklore; the encouragement of the study of the lives of men and women of the Colonial period; the perpetuation of the memo ¥ of the events of Colonial History; the collecting, maintaining and preserving records of the service of men who, in military, naval and civil positions of high trust and responsibility, by their acts or counsel, assisted in the establishment, defense and preservation of the American Colonies, and who were in truth, the founders of this nation; to collect and preserve the manuscripts, rolls, records, and historic documents relative to the American Colonial Period; to encourage and promote the study of our country's history, and inspire the membership of this organization, and others, with the fraternal and patriotic spirit of the founders and forefathers of this nation, and promote respect and reverence for the memory of those whose public services made our freedom and national spirit a reality; to publicize and disseminate this knowledge.

*THIRD:* The location of the registered office of this corporation in the State of New Jersey is Room 912 American Mechanic Building, 137 East State Street, in the City of Trenton and County of Mercer, and the name of the agent therein and in charge thereof upon whom process against the Corporation may be served is Frederic R. Brace.

*FOURTH:* The number of Trustees of this corporation is nineteen. The said Trustees are and shall be known, designated and referred to as the National Council.

Provided, however: that in accordance with the Constitution and by-Laws of the National Society, Daughters of Colonial Wars (not heretofore incorporated), as adopted April 18, 1932, and hereinafter ratified, confirmed, and adopted as the Constitution and By-Laws of this corporation, and particularly Article II thereof, the number of such Trustees, therein entitled National Councillors, may be increased from time to time, as therein provided.

*FIFTH:* the officers of this corporation, at and after the next Annual Meeting in the year 1936, shall be elected in the manner and by the method prescribed in Article V of the By-Laws above referred to. In the interim, between the date of the execution of this certificate, and the next succeeding National Annual Meeting, the National Officers shall be as follows: Honorary National President, Mrs. Frank D. Ellison; National President, Mrs. C. Edward Murray; National Vice-President, Mrs. John B. Richards; National Second Vice-President, Mrs. Frank J. Bowman; National Third Vice-President, Mrs. Llewellyn N. Edwards; National Chaplain, Mrs. Finley J. Shepard; National Secretary, Mrs. Thomas E. Scull; National Treasurer, Mrs. Ira R. Springer; National Registrar, Mrs. Benjamin G. W. Cushman; National Historian, Mrs. Roscoe M. Breeden.

*SIXTH:* The names of the trustees (or National Council) who shall serve and act as such until the next succeeding National Annual Meeting, and their respective office addresses, are as follows: Honorary National President - Mrs. Frank D. Ellison, Egypt, Massachusetts; National President - Mrs. C. Edward Murray, Trenton, N.J.; National Vice- President - Mrs. John B. Richards, Fall River, Mass.; National Second Vice-President - Mrs. Frank J. Bowman, Sterling, Illinois; National Third Vice-President-Mrs. Llewellyn N. Edwards, Chevy Chase, Md.; National Chaplain - Mrs. Finley J. Shepard, New York City, NY.; National Secretary - Mrs. Thomas E. Scull, Ventnor, NJ; National Treasurer - Mrs. Ira R. Springer, Middletown, Penna.; National Registrar- Mrs. Benjamin G. W. Cushman, Auburn, Maine; National Historian - Mrs. Roscoe M. Breeden, Los Angeles, Calif. National Councillors - Miss Isabel W. Gordon, Worcester, Mass.; Mrs. Almerin Marston, Ventnor, N.J., Mrs. Thomas J. Newbill, LaGrange, Illinois; Mrs. Willard Haff, New York City; Mrs. Arthur Mason Johnson, Los Angeles, Calif.; Mrs. Harper D. Sheppard, Hanover, Penna.; Mrs. Blaine S. Viles, Augusta, Maine; Mrs. Frank E. Harter, Norwalk, Ohio; Mrs. Charles H. Carroll, Concord, New Hampshire.

SEVENTH: The time, place, and method of calling meetings of this society; the titles and duties of officers; fees and dues; and all other matters pertaining to the regulation of the internal affairs of the society shall be governed and controlled by the By-Laws of the National Society, Daughters of Colonial Wars, (heretofore unincorporated), adopted April 18, 1932, at the National Annual Meeting of that year, which said By-Laws, insofar as the internal affairs of this society, and the rights, duties, and liabilities of the members thereof, to and with each other, are involved and regulated, are hereby ratified, approved, and adopted in full, as the same now subsist or as they may hereafter be amended, supplemented or repealed in the manner provided therein.

IN WITNESS WHEREOF, we have hereunto set our hands and seals the 22nd day of November, A.D., One thousand nine hundred and thirty-five.

Signed, sealed and delivered in the presence of Marian H. Atkinson,

STATE OF NEW JERSEY, COUNTY OF MERCER, ss.

Jennie Scudder Murray (Mrs. C. Edward), Carolyn Hodgdon Edwards (Mrs. Llewellyn N.), AnnaM. Scull (Mrs. Thomas E.), Maude L. Marston (Mrs. Almerin), Maryle Haff (Mrs. Willard), Henrietta D. Sheppard (Mrs. H.D.).

BE IT REMEMBERED, That on this 22nd day of November, A.D., nineteen hundred thirty-five, before me, a Notary Public of New Jersey, personally appeared Jennie Scudder Murray, Carolyn Hodgdon Edwards, Anna M. Scull, Maude L. Marston, Maryle Haff, and Henrietta D. Sheppard, who I am satisfied are the persons named in and who executed the foregoing certificate, and I having first made known to them the contents thereof, they did each acknowledge they signed, sealed, and delivered the same as their voluntary act and deed, for the uses and purposes therein expressed.

MARION H. ATKINSON

Notary Public of N.J.

# BYLAWS

**of the**

**NATIONAL SOCIETY**

**DAUGHTERS OF COLONIAL WARS, INC.**

**BYLAWS**

**of the**

**NATIONAL SOCIETY DAUGHTERS OF COLONIAL WARS, INCORPORATED**

**ARTICLE I**

**NAME**

The name of this organization shall be The National Society Daughters of Colonial Wars, Inc.

**ARTICLE II**

**OBJECTS**

The objects of this Society shall be:

1. To honor and perpetuate the memory and spirit of the men and women who, by their acts and counsel, assisted in the establishment, defense and preservation of the American Colonies.

2. To collect and preserve records relative to the American Colonial Period, and records of service of men who assisted in the establishment, defense, and preservation of the American Colonies.

3. To promote historical research and the study of history and to commemorate the events of the American Colonial Period between 1607 and 1775.

4. To inspire patriotism and loyalty to our country.

5. To foster a spirit of fellowship among the members of the Society.

**ARTICLE III**

**ELIGIBILITY**

*Section* 1. Any woman is eligible for membership in the National Society Daughters of Colonial Wars who is not less than eighteen years of age, who is of good moral character and reputation; who is in sympathy with the objects of the Society; who is personally acceptable to the Society; and who is lineally descended in the male or female line from an ancestor who, from the time of the settlement of Jamestown, May 13, 1607, to the battle of Lexington, April 19, 1775.

(a) Served as a military or naval officer, or as a soldier, sailor, marine or privateersman, under the authority of the Colonies which afterward formed the United States, or in the forces of Great Britain which participated with those of said Colonies in any wars in which the said Colonies were engaged, or in which their men were enrolled.

(b) Served in any civil position of high trust and responsibility in the Colonies such as Director General, Vice Director General, Governor, Lieutenant Governor, Deputy Governor, Governor's Assistant, Lord Proprietor, Secretary, or Treasurer of a Colony or Province, member of the King's or Governor's Council, or Legislative Body in the Colonies, or Commissioner to the United Colonies or New England, or Member of the Council, or Body of Assistants, as well as Receiver General, Attorney General, Surveyor General, and such titles as Sheriff, Constable, Mayor, Judge, Justice of the Peace, Customs Officer, Master of Ordnance or other elective or appointive office in the Colonies.

**ARTICLE IV**

**MEMBERSHIP**

Section 1. *Classes.* The membership of the National Society shall consist of the active members of the State Societies, members at large and Emerita members.

1. *Active Members*
2. Active members are members of state societies
3. Active members, as members of the National Society and the state society, may attend the Annual Assembly and the State Assembly.
4. *Members at Large*
5. Individuals joining the National Society Daughters of Colonial Wars as members at large must be a resident of a state in which there is no existing state society.
6. Active members at large, as members of the National Society, may attend the Annual Assembly.
7. *Emerita Members*
8. Active members of the National Society for at least the last five consecutive years and who are ninety years of age or older shall be eligible to become Emerita members.
9. Members whose requests for Emerita status are approved by the National Registrar shall be designated as emerita members. Such members shall remain on the rolls of the Society without liability for fees or dues.
10. Emerita members, as members of the National Society and the state society, may attend the Annual Assembly and the State Society.
11. A deceased emerita member may be remembered at the Memorial Service held at the Annual Assembly.

*Section 2*. Admission to membership in the National Society shall be either through a State Society or as a member at large.

A. Members of State Societies shall be admitted in the following manner:

1. The name of a proposed member shall be sent to the State Registrar or the State Membership Chairman.

2. The names of the proposed members are presented to the general membership at the next meeting of the State Society to be approved by a two-thirds vote.

3. The State President or the State Registrar shall issue an invitation to the approved applicant together with an application form, rules and instructions

4. The name of an applicant who is not approved may not be proposed again for two years.

5. The State President shall issue an invitation to the approved applicant.

B. A member at large shall be admitted in the following manner:

1. To be admitted to member at large a proposed member must be a resident of a state in which there is no existing State Society. Any change of residence by a member at large subsequent to her admission shall not affect her membership in the National Society.

2 The National Organizing Secretary shall issue an invitation to the applicant. If a favorable reply is received within three months, she shall forward an application form and instructions.

5. The completed application form, signed by the applicant, accompanied by proofs of eligibility, application fee and annual dues for a member at large shall be sent within one year to the National Organizing Secretary for her signature.

6. The National Organizing Secretary shall forward the papers and accompanying documentation to the National Registrar for verification and the check to the National Treasurer.

7. Upon approval, notice of acceptance shall be sent to the applicant by the National Registrar

C. Organizing members of a new State Society shall be admitted in the following manner:

1. The Organizing President shall be responsible for inviting members. She shall forward an application form and instructions to the applicant.

2. The completed application form, with original signature of the applicant shall be sent within one year to the National Organizing Secretary accompanied by proofs of eligibility, application fee andannual dues for a member at large.

3. The National Organizing Secretary shall forward the papers and proofs to the National Registrar and the check to the National Treasurer.

4. Upon approval, notice of acceptance shall be sent to the National Organizing Secretary and State Organizing President by the National Registrar.

*Section 3.* If an application cannot be approved by the National Registrar, the prospective member and the State Registrar having been notified of the inadequacies and there has been no further communication from the prospective member, after one year the National Registrar shall return the application and accompanying papers to the State Registrar with notice to the State Treasurer. The application fee is forfeited.

**ARTICLE V**

**OFFICERS**

*Section 1*. The officers of this Society shall be a National President, a National First Vice President, a National Second Vice President, a National Chaplain, a National Recording Secretary, a National Corresponding Secretary, a National Organizing Secretary, a National Treasurer, a National Registrar, a National Historian and a National Custodian.

*Section 2*. The officers of this society shall be elected at the Annual Assembly of the National Society, every third year and shall hold office for three years, or until their successors are elected. No member shall be eligible to the same National Office for two consecutive terms. A member having served more than one-half of a term in any office shall be deemed to have served a full term.

*Section* 3. A member holding two offices at the same time, i.e. National Office and State President shall be entitled to only one vote.

*Section 4.* Nominating Committee

1. At the Annual Assembly preceding the year for the triennial election a Nominating Committee of five members shall be elected from candidates nominated from the floor. This Committee shall select its chairman as soon as possible after this meeting.
2. At the Annual Meeting at which the election of officers takes place the Nominating Committee shall present at least one candidate for each office.
3. Additional nominations may be made from the floor provided the consent of the nominee shall have been obtained. If there is more than one candidate for any office, election shall be by ballot.
4. A majority vote shall elect.

*Section* 5. Vacancies

1. In the event of the resignation, incapacity, or death of the National President, the First Vice President shall assume the office of National President.
2. In case of a vacancy in another office, the National President, a Vice President in order of rank and the National Recording Secretary shall constitute the Nominating Committee.
3. At the next meeting of the National Council the name of the acting officer shall be presented for confirmation.

*Section 6*. Should a National Officer fail to fulfill her duties, the National President may present a request for her removal from office to the Executive Committee. A two-thirds vote by the Executive Committee shall be necessary for removal.

*Section 7.* In recognition of valuable service to the National Society a member who has served as National President upon her retirement from office may be elected Honorary National President.

**ARTICLE VI**

**DUTIES OF OFFICERS**

The officers of the National Society shall perform the duties prescribed in this article and such others as the Bylaws of the National Society, the Annual Assembly of the National Society, the National Council or the Parliamentary authority adopted by the National Society may require.

*Section 1. National President* – The National President shall be the chief executive officer and have general supervision of the affairs of the National Society. She shall preside at all meetings of the Society, of the National Council and of the Executive Committee. She shall make and sign all contracts. She shall sign all orders for payment of bills incurred after they have been verified by the person authorized to contract them. She shall appoint all National Committees except the Nominating Committee. She shall be ex officio a member of all committees except the Nominating Committee.

*Section* 2. *National Vice Presidents* – In the absence or disability of the National President, the National Vice Presidents in the order of their rank shall perform the duties of the office of the National President. A National Vice President may be chairman of a committee.

*Section* 3. *National Chaplain* – The National Chaplain shall open meetings of the National Society with the reading of Scripture and prayer and shall conduct such religious services as occasion may require and shall hold a Memorial Service at the Annual Assembly.

*Section* 4. *National Recording Secretary* – The National Recording Secretary shall keep a record of the proceedings of the meetings of the National Society, the National Council, and the Executive Committee.

She shall send within 120 days the Executive Committee minutes to the Executive Committee and the Proceedings of the National Council and the Annual Assembly to the National Officers, National Committee Chairmen, State Presidents and Honorary National Presidents.

At least 30 days prior to all meetings, she shall notify the National Officers, National Committee Chairmen, State Presidents and Honorary National Presidents of the time and places for such meetings with requests for reports.

She shall notify the National Officers of their election and applicants of their admission to the Society and shall issue certificates of membership. She shall have charge of the Seal of the Society.

*Section* 5. *National Corresponding Secretary* – The National Corresponding Secretary shall attend to such correspondence as the National Society, National Council, the National President and Executive Committee may direct.

She shall have charge of the preparation of the Directory.

She may have charge of maintaining the membership database.

*Section* 6. *National Organizing Secretary* – The National Organizing Secretary shall present all recommendations for appointment of Organizing State Presidents to the National Council for action.

She shall notify the Organizing Presidents of their appointment and send instructions and supplies. She shall have supervision of the organizing of State Societies for which a period of one year shall be allowed.

Upon application by an Organizing President to the National Organizing Secretary, the National Council may grant an extension of time.

She shall receive and verify the report of organization, submit the report to the National Council for consideration and shall notify the organizing state of the action of the Council.

She shall keep a record of the following facts regarding each State Society: date and place of organization; names of organizing members and officers and a complete record of all officers.

She shall present the name of the State Presidents elect and State Vice Presidents elect to the Annual Assembly of the National Society following their election for confirmation.

She shall perform the following duties pertaining to members at large: present approved names to the National Council for vote, issue invitations and forward application forms.

She shall sign the completed forms of all prospective members at large before they are examined by the National Registrar. She shall keep a record of all members at large.

*Section* 7. *National Treasurer* – The National Treasurer shall collect and have charge of the funds of the National Society and shall deposit them in such bank or banks as may be approved by the Executive Committee.

She shall disburse these funds as directed by the National Council provided that no bill shall be paid until authorized by the National President.

In case of the inability of the National Treasurer to serve, the National President is empowered to sign checks for bills duly authorized.

The accounts of the National Treasurer shall be reviewed by the Audit Committee prior to the Annual Assembly for the first two years of an administration. The third or last year of an administration the books of the National Treasurer shall be audited by an accountant approved by the Audit Committee.

On or before October first, the National Treasurer shall notify the State Treasurers and members at large that dues are payable.

She shall be bonded in such amount as shall be determined by the National Council.

*Section* 8. *National Registrar* – The National Registrar shall keep a register of the names and dates of admission of all members of each State Society and of all members at large and shall have custody of all applications for membership, photocopies of which, properly approved, shall be returned to the State Registrars, or, in the case of a member at large, to the member.

The applications of members of a State Society being organized shall be held by the National Registrar until the new State Society has been confirmed when photocopies shall be sent to the State Registrar.

She shall provide a digitized copy of a member’s application to be used by the Lineage Book Committee.

The National Registrar shall examine all applications for membership, approve the applications of those found eligible and assign national and state numbers.

If the application papers of any applicant cannot be verified, they shall be returned to the State Registrar, or, in the case of a member at large, to the member with a statement pointing out the inadequacies.

She shall send notice of admission of a member to the State Treasurer, the State Registrar, the National Recording Secretary and the National Treasurer

She shall keep a record of the National Membership to be reported at the Annual Assembly.

*Section* 9. *National Historian* – The National Historian shall have custody of such historical papers as may be directed by the National Council; shall keep a record of historical and commemorative celebrations and all matters of historical importance to the Society; shall encourage and promote research in the history of the American Colonial Period and shall oversee the American History Teacher contest.

*Section 10. National Custodian* – The National Custodian shall have charge of the flags and banners of the National Society. She shall be custodian of such other property as the National Council may direct.

**ARTICLE VII**

**MEETINGS OF THE NATIONAL SOCIETY**

*Section 1.* The Annual Meeting shall be known as the Annual Assembly of the National Society Daughters of Colonial Wars and shall be held during the month of April; the time and place to be determined by the National Council.

Notice shall be given by the National Recording Secretary, not later than March first of each year.

This meeting shall be for the purpose of receiving reports of Officers, the National Council, State Presidents and committees; for the election of officers and for any other business that may arise.

*Section* 2. (a) The voting members of the Annual Assembly shall be the Officers, the Honorary National Presidents, the State President, or in her absence the State Vice President, of each State Society, and the delegates, or their alternates, of each State Society.

No member shall be entitled to more than one vote.

A State Society shall be entitled to one delegate for each twenty-five members or fraction thereof whose dues have been received by the National Treasurer on or before February 1.

Delegates and Alternates of the State Societies shall be elected annually, and the Credentials Report submitted to the Credentials Committee Chairman and National Treasurer before March 15.

(b) Only a member of a State Society shall be eligible to be a delegate or an alternate to the meetings of the National Society, to hold a National Office or serve on a National Committee.

A member at large may attend the meetings of the National Society, but she may not make motions or vote.

(c) Any member whose dues have not been received by the National Treasurer on or before February 1 shall not be eligible to represent her State Society or to vote at the Annual Assembly.

(d) A State Society may elect one alternate for each voting officer or delegate. If the elected delegates or alternates are unable to represent the State Society, the State President is authorized to appoint members to act as representatives supplying such appointed representatives with a statement to that effect for registering at the Annual Assembly.

*Section* 3. Twenty-five voting members shall constitute a quorum at the Annual Assembly.

*Section* 4. National Officers, State Presidents, delegates, alternates and members shall pay a registration fee when registering for the Annual Assembly. The amount of the registration fee shall be determined by the National Council.

*Section 5. Special Meetings*

*Section* 5. Special meetings of the National Society shall be called by the National President when directed to do so by a majority vote of the National Council, at the written request of ten members or the written request of at least eight State Societies. This special meeting may be done electronically.

Not less than fifteen days’ notice of a special meeting shall be given and only that business specified in the call may be transacted.

The voting members of any special meeting shall be the voting members of the preceding Annual Assembly.

Fifteen voting members shall constitute a quorum at any special meeting of the National Society.

**ARTICLE VIII**

**NATIONAL COUNCIL**

*Section 1.* The National Officers, Honorary National Presidents, and State President, or in her absence the State Vice President, shall constitute the National Council.

*Section* 2. The officers of the National Society shall be the officers of the National Council.

*Section* 3. The National Council shall have power and authority over the affairs of the National Society during the interim between the meetings of the National Society except that of modifying any action taken at an Annual Assembly or any other meetings of the National Society, provided that no debt or liability except for current expenses shall be incurred by the National Council. It shall be the custodian of all real and personal property of the National Society.

It shall perform such other duties as are prescribed by these bylaws and by Annual Assemblies.

*Section 4*. The National Council may make reports and recommendations to the Annual Assembly.

*Section 5*. Meetings of the National Council shall be held at the call of the National President, one shall be in April preceding the Annual Assembly.

Other meetings may be conducted by electronic means.

*Section 6*. Special meetings.

Special meetings may be called by the National President and shall be called at the written request of ten members of the National Council.

Special meetings may be conducted by electronic means.

At least ten days’ notice of time and place shall be given and the business to be transacted shall be stated in the call.

*Section* 7. Eight members of the National Council shall constitute a quorum for a regular or special meeting.

**ARTICLE IX**

**EXECUTIVE COMMITTEE**

*Section* 1. The officers of the National Society shall constitute the Executive Committee.

*Section 2.* The Executive Committee shall have general supervision of the affairs of the Society between its business meetings, make recommendations to the National Council and perform such other duties as are specified in these bylaws.

*Section 3.* The Executive Committee shall meet at the call of the National President or at the written request of four members.

*Section 4*. Meetings of the Executive Committee may be held electronically.

*Section 5.* At least ten days’ notice of such meetings shall be given.

*Section 6.* Four members shall constitute a quorum.

*Section 7.* All banks in which monies of the National Society may be deposited shall first be approved by the Executive Committee.

*Section 8*. The Executive Committee shall serve as the Board of Trustees of the Society.

**ARTICLE X**

**FEES AND DUES**

*Section 1.* The fiscal year of the National Society shall be March first to the last day of February.

*Section 2*. The application fee for membership in the National Society shall be twenty dollars ($20.00).

*Section 3*. Annual dues.

1. The annual national dues of members of State Societies shall be twenty dollars ($20.00). A State Society may by its own bylaws provide for an additional application fee and for dues for its own use.
2. The annual national dues of a member at large shall be thirty dollars ($30.00) payable in advance to the National Treasurer on or before the first day of January.
3. The dues of a person admitted or reinstated on or after July 15th shall be applied to the next succeeding fiscal year.
4. Annual national dues shall be payable in advance by the State Treasurer to the National Treasurer on or before the first day of January.

*Section* 4. It shall be the duty of the State Treasurer to notify each member in arrears on June first in an effort to restore her good standing. Those whose dues are not received and forwarded to reach the National Treasurer by October first shall be automatically dropped from membership in the National Society by the National Treasurer.

*Section* 5. Members at large in arrears for dues shall be dropped in the same manner as members of State Societies except that they shall be notified by the National Treasurer.

*Section* 6. A person dropped from membership for nonpayment of dues may be reinstated by a two-thirds vote of the State Council upon payment of a fee two times the current national and state dues plus a reinstatement fee of ten dollars.

*Section* 7. A member having resigned from membership may upon payment of the annual dues be admitted to membership by a two-thirds vote of the State Council.

*Section 8.* A member whose membership lapses through the disbandment of a State Society may be reinstated by the National Council in the same manner as prescribed for the admission of a member at large with the exception that no application fee be required.

*Section 9.* A fee of twenty dollars ($20.00) shall accompany each supplemental application, three dollars ($3.00) of which shall be retained by the State Society.

**ARTICLE XI**

**COMMITTEES**

*Section* 1. After the election of officers, the National President shall appoint the following Standing Committees: Auditing, Finance, Credentials.

Section 2. The National President may appoint such other committees as necessary.

*Section* 3. The duties of the committees shall be such as the National Council shall prescribe.

**ARTICLE XII**

**STATE SOCIETIES**

*Section* 1. Each state and the District of Columbia may have more than one State Society of the National Society.

a. Each Society is directly responsible to the National Society and operates independently of any other State Society. Additionally, newly organized State Societies shall carry the name of the State as well as their own name.

b. Organizational members of an addition State Society must meet all requirements of any new State Society [Article IV, Membership. Section 2C, 1-4].

*Section* 2. State Societies

1. Each State Society is required to adopt bylaws for the transaction of business providing they do not conflict with the National Bylaws and shall send to the National Organizing Secretary a copy of its bylaws.
2. The State Bylaws shall prescribe dates for collection of dues sufficiently in advance to meet the requirements of payment to the National Treasurer on or before January first.
3. Each State Society shall hold at least three regular meetings a year one of which shall be the annual meeting.
   1. The annual meeting shall be for the election of delegates and alternates to the Annual Assembly, for receiving reports of officers and committees and for such other business as may arise.
   2. Whenever possible the annual meeting of the State Society should be held prior to March 15.
4. Each State Society shall elect the following officers: A President, a Vice President, a Chaplain, a Recording Secretary, a Treasurer, a Registrar, a Historian; and such other officers and such Councillors as the Society may deem necessary.
5. At the Annual Meeting held in the same year as the triennial election of the National Society, the officers of the State Society shall be elected.
   1. The State Recording Secretary shall send a list of names and addresses of officers and dates of election to the National Recording Secretary before March thirty-first.
   2. They shall take office at the close of the Annual Assembly of the National Society at which the State President and the State Vice President are confirmed.
   3. No member shall be eligible to any office until she has been a member of the National Society for one year except those elected to office in a newly organized State Society.

*Section 3*. Transfers

1. All transfers must be obtained by writing or sending an email to the National Registrar
2. No member is entitled to more than one transfer in a year.
3. Before a member of one State Society may be invited to transfer to another, her name must be proposed and considered exactly like a new member.
4. If action by the State Membership Committee and the State Council is favorable, she receives a written invitation or an email from the State President to transfer her membership into the State Society.
5. When a member of a State Society has accepted a written invitation of membership from the State President, the State Registrar of the receiving State shall write to the National Registrar to request a transfer be sent to the State Registrar of the giving State Society.
6. When the State Registrar of the receiving State receives the completed transfer, she shall notify the National Registrar who then shall correct the National Registrar’s files and assign a new State Number to the member who has transferred.
7. When a member transfers to another State Society she shall present a copy of her application papers to the State Registrar of the receiving State Society.
8. State Societies shall not be required to vote to grant transfers. Transfers shall be granted immediately upon request. Transfers must not be granted to members in arrears. If an applicant for a transfer becomes in arrears for dues, the transfer cannot be completed until both National and State dues are paid.
9. A member of a State Society is entitled to the rights and privileges of membership only in that one State Society and in the National Society. Her residence in any other locality does not entitle her to attend meetings of another State Society without an invitation.
10. A member at large in good standing upon written invitation from the State President to become a member of a State Society shall be entitled to a transfer from the National Society which shall be issued by the National Registrar.

*Section 4.* Associate Members

State Societies may elect associate members but persons so elected must be members in good standing in the National Society. Such associate members shall not be counted in any membership representation nor shall they have a right to vote or hold office.

*Section 5*. – Organizing or Reorganizing a State Society

1. The National Council, may upon recommendation of the National Organizing Secretary, appoint a member to be a reorganizing or Organizing President.
2. Immediately upon the confirmation of an Organizing President she shall be transferred to member at large by the National Organizing Secretary.
3. The office of Organizing President shall expire by limitation at the end of one year, but she may be reappointed upon the request of the National Organizing Secretary.
4. The Organizing President may call a preliminary meeting of five or more prospective members for the purpose of appointing a Secretary, a Treasurer and a Registrar to serve during the period of organization.
5. When the Organizing President has secured at least ten persons who desire to form a State Society, at least five of whom are residents of the state, and whose papers have been approved by the National Registrar, she shall forward their names and addresses to the National Organizing Secretary. When persons already members of the Society are included their transfers shall have been completed.
6. A member of an existing State Society who wishes to become an organizing member of a State Society must be transferred to member at large, for the purpose of organizing, prior to the organization of the new State Society.
7. When the required number of members to form a State Society has been secured, the Organizing President shall hold an Organizational Meeting to adopt bylaws which may not conflict with the bylaws of the National Society; elect officers; and transact other necessary business.
8. Before a State Society can be confirmed by the Annual Assembly and thus recognized as a State Society, a report of the organization meeting shall have been sent to and verified by the National Organizing Secretary. This report shall contain date of the organization meeting, the names and signatures of the organizing members and of the officers elected.
9. At the next Annual Assembly of the National Society, the National Organizing Secretary shall present the name of the State Society for confirmation.
10. State Societies thus formed may elect delegates to the Annual Assembly subject to its confirmation.
11. Upon the confirmation of a State Society, the National Registrar shall send to the National Treasurer and the National Organizing Secretary a list of the names, with national and state numbers of the organizing members and shall indicate any transfers made in its formation.

*Section 6.* Disbandment of a State Society

1. Notice of the intention of a State Society to disband must be sent to the National President and National Organizing Secretary six months before the vote is taken.
2. A special meeting of the State shall be called after giving notice and the National President or her representative may attend the meeting.
3. Two-thirds vote by ballot of the entire membership is required. The vote of members living at a distance may be taken by mail electronic means.
4. A report of the vote to disband, bearing the signatures the State President and State Recording Secretary, shall be forwarded to the National Organizing Secretary and presented to the National Council for action at is next regular meeting.
5. No part of the property of the state organization or any of the proceeds shall be distributed to or inure to the benefit of any of the officers or member of the state organization or any other organization.
6. Upon the dissolution of the state organization, assets shall be distributed by the Executive Committee to and only to the National Society Daughters of Colonial Wars.

*Section 7*. Automatic Disbandment of a State Society

1. A State Society whose membership falls below ten members shall be given one year to increase its membership to the required number.
2. If the required number is not attained within one year, such State Society shall be disbanded by the National Council and its membership transferred to member at large.
3. Notice of transfer to member at large shall be sent by the National Organizing Secretary to each member.
4. No part of the property of the state organization or any of the proceeds shall be distributed to or inure to the benefit of any of the officers of members of the state organization.
5. Upon the dissolution of the state organization, assets shall be distributed by the Executive Committee to and only to the National Society Daughters of Colonial Wars.

**ARTICLE XIII**

**INSIGNIA**

*Section* 1. The official insignia of the National Society shall consist of a round disk with a gold laurel wreath forming the outer edge. In the center shall be superimposed the ensign of Great Britain enameled in red, white and blue, which was the official flag of the English Colonies after 1707. Encircling the ensign and entwined in the laurel wreath shall be a ribbon of gold bearing the name SOCIETY OF DAUGHTERS OF COLONIAL WARS. Above this insignia shall be a Tudor Rose in gold with five petals upon five petals.

The ribbon from which the insignia shall be suspended shall be one and seven-sixteenths inches in width; the center strip of white shall be three quarters of an inch in width with successive stripes of red, white and blue on each side.

*Section* 2. The insignia shall be worn upon the left breast and only at functions of the Society when representing the organization or attending ceremonial occasions.

*Section* 3. The official recognition pin shall be a gold Tudor Rose in bold relief encircled by a band of red enamel bearing in gold lettering the words DAUGHTERS OF COLONIAL WARS. The recognition pin may be worn for informal occasions.

*Section 4*. A miniature of the official insignia may be worn upon any occasion.

*Section 5.* The insignia, recognition pin, miniature insignia and ancestor bars shall be issued only by permit from the National Registrar.

*Section 6*. Only official approved ancestor bars and pins may be worn with the insignia on the official ribbon.

*Section 7*. The National Society may authorize official pins as the need arises.

*Section 8*. Official sash ribbon for National Officers, Honorary National Officers, past National Officers, State Presidents and past State Presidents shall be worn only as authorized by the National Society.

**ARTICLE XIV**

**SEAL**

The seal of the National Society shall be in the form of a circle containing in the center the insignia of the Society as described in these bylaws and around the circumference the words "Incorporated under the laws of New Jersey 1935."

**ARTICLE XV**

**ACTION IN CASE OF DISSOLUTION**

Should the National Society Daughters of Colonial Wars, Inc., ever be dissolved, all just debts having been paid, its assets shall be distributed for one or more of its exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code or the corresponding section of any future tax code.

No part of the assets of the National Society Daughters of Colonial Wars, Inc. shall inure to the benefit of or be distributed to its members, trustees, officers or other private persons, but to such purposes or to such 501 (c)(3) organization or organizations which are organized and operated for one or more of the purposes and objects of the National Society Daughters of Colonial Wars, Inc. Failing such distribution, assets shall be distributed to the Federal Government for a public purpose.

**ARTICLE XVI**

**PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Society in all cases in which they are not inconsistent with the bylaws of the National Society.

**ARTICLE XVII**

**AMENDMENTS TO THE BYLAWS**

*Section 1*. These bylaws may be amended by a two-thirds vote at an Annual Assembly provided that the amendments have been proposed by the National Council or by a committee authorized by the Annual Assembly; and provided that a copy of the proposed amendments have been sent to the National Officers, Honorary National Presidents, and State Presidents at least sixty days before the meeting at which action is to be taken.

*Section 2.* Unless otherwise provided prior to its adoption or in the motion to adopt, an amendment to these bylaws shall take effect at the close of the meeting at which it is adopted.

*Section 3.* Any amendment of the bylaws of the National Society shall become the law of the State Societies without further notice.