



## National Society Daughters of Colonial Wars

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National Society Daughters of Colonial Wars  
National Treasurer  
Pamela Redd Meiring  
3909 George Mason, Williamsburg, VA 23188-1404  
Home Phone: 757-253-2640 Email: meiringp@cox.net

May 1, 2019

Greetings Fellow Treasurers,

This letter provides you with direction as you go about your duties as State Treasurer.

### **Dues and Donations**

No later than October 1 you will be provided with a roster of current chapter members. The roster is in Excel format. If you are unable to use Excel, please let me know and a .pdf document will be prepared and forwarded to you.

**January 1, 2020** is the deadline for the annual national dues remittance to be sent from the State Treasurers to the National Treasurer. The important thing is to start your dues collection process early enough to be able to comply with this deadline.

**National dues amounts** are unchanged and are \$20 for members of state societies. The document immediately following this letter, entitled "Information Regarding Dues", contains various provisions regarding new members, delinquent members, Emerita members, etc., as extracted from the bylaws.

Please note that the bylaws provide that dues for members admitted on or after July 1 will be applied to the next year. The roster you will receive will include all members admitted as of June 30, 2019.

**Members in delinquent status** will be listed at the bottom of the dues roster and noted as delinquent. Two years of dues need to be collected for these members, AND the dues of \$20 for the current year must be remitted to the National Treasurer by October 1, 2019. Members in delinquent status whose dues are not in hand on October 1, 2019 will be dropped from membership.

**The National Society Dues and Donation Form** for 2019-2020 will be distributed as soon as it is ready. It is a fillable all-in-one form which will be used to remit your state's annual dues and donations to national projects. The top half of the form provides a list of National Society projects for which donations are made. The bottom section of the form is for reporting membership figures and the dollar amount of dues being remitted. The combined total of donations and dues may be remitted with one check. This form may also be used for donations made throughout the year.

**The Excel roster of state members** should be corrected to reflect your state's current members. Do this by notating which members have transferred in or out, resigned or died. List any new members, if not already on the form. Also indicate on the form those members whose dues are being remitted.

Both the **National Society Dues and Donation Form** and the **Excel roster of state members** should be returned to the National Treasurer on or before January 1, 2020.

**In summary**, the following documents should be returned to the National Treasurer:

- State Roster with corrections and notations
  - National Society Dues and Donations Form
  - Check for Payment
- MAIL TO: Pamela Redd Meiring  
3909 George Mason  
Williamsburg, VA 23188-1404  
Email: meiringp@cox.net

### **IRS Form 990-N**

If your state receives \$50,000 or less in receipts during a fiscal year, it can file Form 990-N, the IRS e-postcard. The e-postcard is to be filed within 4-1/2 months of the fiscal year end. Instructions for filing this form can be found on the NSDCW members website under Forms. Look for "IRS Form 990-N".

All our state societies except Georgia, Maryland and Michigan have fiscal years ending February 28. Their Form 990-N is due no later than July 15. The form may be filed with the IRS any time between March 1 and July 15.

Georgia, Maryland and Michigan have fiscal years ending December 31. Therefore, their Form 990-N is due no later than May 15. The form may be filed with the IRS any time between January 1 and May 15.

When your state's next Form 990-N is filed, please forward a copy of the Accepted (not Pending) IRS status report for your state showing that you are in compliance with the annual reporting requirement of the Internal Revenue Service.

### **Changes in Member Information**

Throughout the year, as changes in a member's contact information or membership status become known, please prepare and remit a Change in Membership Status Form. This can be found on the Members' web page under Forms, and is entitled, "Member Change of Information & Status Form: Long Form".

Thank you for your service to the NSDCW. Please know that I am available to talk your issued over and answer your questions. I welcome your feedback and I thank you for your help in carefully administering the finances of our Society.

Sincerely,

Pam Meiring



**National Society Daughters of Colonial Wars, Inc.**  
**Information Regarding Dues**  
(as excerpted from the NSDCW bylaws) 2018-19

## Dues

- National dues for members of state societies are \$20.
- The National Treasurer is to provide a dues roster to the State Treasurers on or before October 1.
- Dues are to be remitted by the State Treasurer to the National Treasurer on or before January 1. State Treasurers should establish a due date for their members' dues to enable timely remittance of dues to the National Treasurer.
- Members who are admitted or reinstated on or after July 1 are considered to have paid dues for the next fiscal year.

## Reinstatement of Membership

- Members who have resigned from membership may be reinstated by paying current dues.
- Members whose membership lapsed because the state society was disbanded may be reinstated by paying current dues.
- Members who were dropped from membership for nonpayment of dues may be reinstated by paying two times the annual national and state dues and a reinstatement fee of \$10. A total of \$50 is to be remitted to the National Treasurer.
- Members who are reinstated on or after July 1 are considered to have paid dues for the next fiscal year.

## Members Whose Dues are in Delinquent Status

- Members whose dues are unpaid may not transfer until both National and State dues have been paid.
- Members whose dues are NOT RECEIVED by the National Treasurer on or before February 1 may not serve as a delegate at the Annual Assembly.
- Members whose dues are in arrears are to receive a letter from their State Treasurer on June 1 requesting payment of dues.
- Members whose dues are NOT RECEIVED by the National Treasurer on or before October 1 will be dropped from membership.

## Members-at-Large

- Dues for Members at Large are \$30 per year and are billed on or before October 1.
- Dues are payable to the National Treasurer on or before January 1.
- Members-at-large whose dues are in arrears are to receive a letter from the National Treasurer on June 1 requesting payment of dues.
- Members-at-large whose dues are NOT RECEIVED by the National Treasurer on or before October 1 will be dropped from membership.

## Emerita Members

- Upon written request, members reaching the age of 90 years and having been a member for 5 consecutive years will be granted Emerita status in the National Society upon confirmation by the National Registrar.

Prepared by  
Pamela Redd Meiring  
National Treasurer

Updated May 1, 2019