

BYLAWS OF THE LAKE MINNETONKA CHAPTER
NATIONAL SOCIETY DAUGHTERS OF THE AMERICAN REVOLUTION

ARTICLE I -- Name

The name of this chapter shall be the Lake Minnetonka Chapter of the National Society Daughters of the American Revolution, hereinafter referred to as the Lake Minnetonka Chapter Daughters of the American Revolution, the Lake Minnetonka Chapter, or the Chapter.

ARTICLE II -- Objects

The objects of this Chapter shall be to promote the objects of the National Society Daughters of the American Revolution, hereinafter referred to as the National Society:

1. To perpetuate the memory and spirit of the men and women who achieved American independence, by the acquisition and protection of historical spots and the erection of monuments; by the encouragement of historical research in relation to the Revolution and the publication of its results; by the preservation of documents and relics, and of the records of the individual services of Revolutionary soldiers and patriots; and by the promotion of celebrations of all patriotic anniversaries;
2. To carry out the injunction of Washington in his farewell address to the American people, "to promote, as an object of primary importance, institutions for the general diffusion of knowledge," thus developing an enlightened public opinion, and affording to young and old such advantages as shall develop in the largest capacity for performing the duties of American citizens;
3. To cherish, maintain and extend the institutions of American freedom; to foster true patriotism and love of country, and to aid in securing for mankind all the blessings of liberty.

ARTICLE III -- Members

Section 1. Eligibility. Any woman who meets the requirements as set forth in the bylaws of the National Society of the Daughters of the American Revolution is eligible for membership. NSDAR and its chapters may not discriminate against an eligible applicant based on race, religion, sexual orientation, national origin, age, disability, or any other characteristic protected by applicable law.

Section 2. Admission. An applicant for membership through this chapter shall submit all required documents, prepared in accordance with instructions established by the National Society, and accompanied by the prescribed fees and dues.

Section 3. Transfers and Reinstatements. A member in good standing who desires to unite with a chapter by transfer, either from another chapter or from member-at-large, or by reinstatement, may be admitted in the same manner as a new member.

Section 4. Resignations. A member desiring to resign shall present her resignation in writing to the Chapter Registrar, who shall immediately report the resignation to the Office of the Organizing Secretary General. A member whose dues are delinquent shall not be entitled to resign from membership.

Section 5. Associates.

- a. A chapter may admit associate members in the same manner as a new member provided she is a chapter member in good standing.
- b. An associate member shall not be counted toward representation, or represent the chapter as a delegate at a state meeting or at Continental Congress, and may not hold chapter office, chair a chapter committee, or have a vote in the chapter.

Section 6. Honorary Chapter Regent. A Regent of the chapter who has served in office for at least one full year, shall be eligible to be elected as an Honorary Chapter Regent. Election shall be by voice vote, with a majority required to elect.

ARTICLE IV -- Fees and Dues

Section 1. Application Fee. The application fee for all applicants for membership in the Society shall be as determined by the Continental Congress. NSDAR Bylaws Article IV, Section 1 (a).

Section 2. Annual Dues.

- a. The annual chapter dues are \$20 plus the amount required by the National Society and the Minnesota Society, payable in advance on or before October 31 of each year. Further, in the first year of each new President General's three-year term, a \$7.50 fee will be assessed per member for the President General's Project donation.
- b. Dues for a member admitted or reinstated on or after July 5 shall be credited for the upcoming fiscal year, which begins December 1.
- c. The annual national dues for each member shall be sent by the chapter treasurer to the Office of the Organizing Secretary General, payable to the Treasurer General, by the date and method established by the bylaws of the National Society
- d. The dues and fees for readmission of a resigned member and of a member dropped for non-payment of dues shall be as prescribed by the Bylaws of the National Society.
- e. The annual dues of an associate member shall be \$10.00 payable in advance on or before the date of the September chapter meeting of each year, with the evidence of her membership in

good standing in another chapter. She shall pay no national or state dues through the Lake Minnetonka Chapter.

f. The National Society will automatically terminate membership if dues are not received showing a postmark date no later than the last day of February.

ARTICLE V -- Officers

Section 1. Officers. The elected officers of the chapter shall be a Regent, a First Vice Regent, a Second Vice Regent, a Chaplain, a Recording Secretary, a Corresponding Secretary, a Treasurer, a Registrar, a Historian, a Librarian, and a Curator.

Section 2. Nomination. In the year of an election, a nominating committee of three (3) members shall be elected at the Regular Meeting in September. It shall be the duty of this committee to present a slate of candidates at the Regular business meeting in April. It shall be the duty of this committee to nominate a candidate, whose consent to serve has been obtained, for each office to be filled. Additional nominations shall be made from the floor, provided the consent of the nominee shall first have been obtained. No member may place her own name for consideration.

Section 3. Eligibility. To be eligible for the office of Regent or First Vice Regent, she shall have been a member of the NSDAR for one (1) continuous year preceding her election to office.

Section 4. Term of Office. Officers shall be elected at the April meeting by ballot for a term of two (2) years. A majority vote shall elect. If there is only one (1) nominee for any office, the election for that office may be by voice vote. The term of office shall begin at the close of the April Annual meeting. No member shall serve more than two consecutive terms in the same office. A member who has served more than half (1/2) a term in any office shall be considered to have served a term. A Chapter Regent may not serve more than six (6) consecutive years, except by permission of the National Board of Management.

Section 5. Vacancies. In case of a vacancy in the office of Chapter Regent, the First Vice Regent shall become Regent. Vacancies in other offices shall be filled by the Executive Board until the next Annual Meeting when the chapter shall fill the vacancy for the unexpired term.

ARTICLE VI -- Duties of Officers

Section 1. The officers shall perform the duties prescribed by these Lake Minnetonka Chapter Bylaws, by the Bylaws of the National Society, the Minnesota State Society, by the parliamentary authority and such other duties as shall be ordered by the Chapter, which are further described in Standing Rules.

Section. 2. The Regent shall:

- a. preside at all meetings of the chapter and of the Executive Board, and shall have general supervision of the affairs of the chapter;

- b. be the chief executive officer of the chapter;
- c. be ex-officio member of all committees except the nominating committee.

Section 3. The First Vice Regent shall:

- a. perform the duties and responsibilities of the Chapter Regent in her absence or inability to serve.

Section 4. The Recording Secretary shall:

- a. record the proceedings of the meetings of the chapter and Executive Board;
- b. be custodian of all records not otherwise provided for.

Section 5. The Registrar shall:

- a. upon transfer out of the chapter, send the required papers in accordance with instructions of the National Society.

ARTICLE VII -- Meetings

Section 1. Meetings. Unless otherwise ordered by the Chapter or Executive Board, the regular meetings of the chapter shall be four times a year: September, October, December and April. The December meeting shall be on the first Saturday unless determined otherwise by the Executive Board.

Section 2. Annual Meeting. The regular meeting in April shall be known as the Annual Meeting and shall be for the purpose of receiving reports from officers, committees, including the Financial Review committee, and for the electing and swearing in of new officers, and any other business that may arise.

- a. Newly elected officers and newly appointed committees shall commence their duties at the close of the April business meeting;
- b. Each officer and committee chair shall turn over her files to her successor upon installation.

Section 3. Special Meetings. Special meetings may be called by the Regent or by the Executive Board and shall be called upon the written request of three (3) members. Except in cases of emergency, seven (7) days notice shall be given. The business transacted at any special meeting shall be limited to that stated in the call to the meeting.

Section 4. Electronic Meetings. The Chapter, Executive Board, and all committees, standing or otherwise, are authorized to meet through internet meeting services that support visible displays identifying those participating and those seeking recognition, so long as all members can simultaneously hear each other during the meeting.

Section 5. Quorum. Ten (10) members of the chapter shall constitute a quorum.

Section 6. Proxy Voting. There shall be no proxy voting.

Section 7. Notice. Unless members indicate otherwise to the in writing, all communication required in these bylaws, including meeting notices, may be sent electronically.

Section 8. Cancelled Meetings. In case of emergency, three chapter officers may collectively agree to cancel a regularly scheduled meeting due to adverse weather or other circumstances beyond the control of the chapter or members. Every attempt will be made to provide timely notification to members.

ARTICLE VIII -- Executive Board

Section 1. Officers. The officers of the chapter shall constitute the Executive Board.

Section 2. Authority. The Executive Board shall have general supervision of the affairs of the chapter between its meetings and shall make recommendations to the chapter. The board is subject to the orders of the chapter and none of its acts shall conflict with action taken by the chapter.

Section 3. Meetings. Meetings of the Executive Board shall be at the call of the Regent, or upon written request of three (3) members of the Executive Board, with a minimum of two regular board meetings each year.

Section 4. Virtual Meetings. The Executive Board may conduct business by electronic communication, by postal mail or by telephone on matters that arise and require a vote between properly called meetings, at the discretion of the Chapter Regent. Participation by such means shall constitute presence for purposes of establishing a quorum.

Section 5. Quorum. Three (3) members of the Executive Board present shall constitute a quorum.

Section 6. Non-Members. With the consent of the members of the Executive Board, the Regent may invite Chapter Chairmen to attend meetings of the Executive Board and to participate in discussion. Chapter Chairmen shall neither make motions, second motions, or vote.

Section 7. Proxy Voting. There shall be no proxy voting.

Section 8. Electronic Voting. In matters that require urgency and when a meeting is not critical to a decision, a vote may be conducted by electronic mail which must be ratified at the next meeting.

Article IX -- Committees

Section 1. Program Committee. A Program Committee of three (3) members, including the First Vice Regent, appointed by the Regent, shall plan the programs for the year subject to approval by the Executive Board.

Section 2. Budget/Finance Committee. The Treasurer and two (2) members appointed by the Regent shall consider requests for funds, prepare a budget, and submit it to the Chapter for approval at the December meeting.

Section 3. Financial Review Committee. A Financial Review Committee of three members appointed by the Regent shall examine the Treasurer's financial records at the close of the fiscal year and submit a report at the annual meeting.

Section 4. Other Committees. Such other committees, standing or special, shall be appointed by the Regent as the chapter may authorize or as the National Society or the Minnesota State Society may require.

Section 5. Proxy Voting. There shall be no proxy voting.

ARTICLE X -- Representation

Section 1. Continental Congress. The representation of the chapter at Continental Congress shall be as provided in the Bylaws of the National Society.

Section 2. State Conference. The representation of the chapter at meetings of the Minnesota State Society shall be as provided in the Bylaws of the Minnesota State Society.

Section 3. Delegates. The chapter shall elect delegates and alternates for Continental Congress and for the State Conference as described in the Chapter's Standing Rules. The Chapter Regent is responsible for completion of the chapter credentials form, in the manner and by the date specified by the National Society.

ARTICLE XI -- Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern this chapter in all cases to which they are applicable and in which they are not inconsistent with the bylaws, special rules of order, standing rules, or rulings of the National Society Daughters of the American Revolution or the Minnesota State Society, these chapter bylaws, or any special rules of order the chapter may adopt.

ARTICLE XII -- Amendment to Bylaws

Section 1. These bylaws may be amended at any regular meeting of the chapter by two-thirds (2/3) vote, provided the proposed amendment has been submitted in writing at the previous meeting. Unless otherwise provided prior to its adoption or in the motion to adopt, an amendment shall take effect immediately upon its adoption.

Section 2. Any amendment adopted by the National Society, or by the Minnesota State Society, affecting the work of this chapter shall become the law of the chapter without further notice.

ARTICLE XIII --Legal Entity

The chapter shall be an independent entity solely responsible in all instances for its debts, legal obligations, liabilities, expenditures, claims made against the state society, and any actions taken by the MNSSDAR.

ARTICLE XIV --Dissolution

Although the period of duration of the chapter is perpetual, if for any reason the chapter is to be dissolved or otherwise terminated, no part of the property of the chapter or any of the proceeds shall be distributed to or inure to the benefit of any of the officers or members of the chapter. Upon the dissolution of the chapter, assets shall be distributed by the Executive Board to and only to the Minnesota State Society.

Lake Minnetonka Chapter Bylaws Approved November 4, 2023