

**BYLAWS
OF THE LADIES AUXILIARY OF THE OHIO SOCIETY
OF THE
SONS OF THE AMERICAN REVOLUTION**

Adopted February 4, 2022

ARTICLE I – NAME

The name of the organization shall be the Ladies Auxiliary of the Ohio Society of the Sons of the American Revolution (LAOHSSAR), hereafter referred to as the Auxiliary.

ARTICLE II – PURPOSE

The objectives of the LAOHSSAR shall be similar to those of the Ohio Society, Sons of the American Revolution (OHSSAR), declared to be patriotic, historical, and educational, and shall include those intended or designed to perpetuate the memory of those patriots who, by their services or sacrifices during the war of the American Revolution, achieved the independence of the American people. It exists to support both the National and State Societies by furthering their goals and activities, by encouraging membership, and raising funds to support their objectives.

ARTICLE III – MEMBERS

Section 1. Membership in the LAOHSSAR is open to all women who wish to support SAR and its mission.

Section 2. Any eligible woman may join the Auxiliary by completing the membership form and paying dues. She shall receive all the rights and privileges of the Auxiliary and will be eligible to hold office.

ARTICLE IV – OFFICERS

Section 1. Elected officers of the Auxiliary shall be a president, vice president, secretary, treasurer, and membership chair.

Section 2. The chaplain and historian shall be appointed by the president.

Section 3. The executive board consists of the five elected and two appointed officers, plus the wife of the OHSSAR president who is the Ambassador of the Auxiliary and an ex-officio member of the board (if she is not already serving as an officer). The board shall meet soon after taking office to plan and approve appointments made by the President.

Section 4. The executive board may authorize the president to appoint one or more special committees or coordinators. The LAOHSSAR president shall be an ex-officio member of all committees except the nominating committee.

Section 5. A nominating committee of three members in good standing* shall be elected at

the Fall/October Board of Managers (BOM) meeting. Should any member in good standing desire to hold a position in the LAOHSSAR, they should indicate their interest to the current LAOHSSAR president prior to the February/Winter meeting. Important: *All nominations must be submitted to the Nominations Committee **prior** to the February/Winter meeting.*

Section 6. Election of officers shall take place at the annual OHSSAR (state) meeting which is usually convened during the first week in May. Officers shall be elected for a one-year term via a majority vote of those members present to vote at the annual OHSSAR meeting. Newly elected officers will be installed by the outgoing LAOHSSAR president and take office at the end of the meeting.

Section 7. Vacancies of elected officers shall be filled by the members of the board. Vacancies of appointed officers shall be made by the president.

Section 8. The executive board shall have authority to transact the business of the Auxiliary between meetings and such other business as may be referred by the Auxiliary.

ARTICLE V – MEETINGS

Section 1. Three Board of Management meetings are held annually, in Summer (July), Fall (October) and Winter (February). The Nominating Committee will be chosen at the Fall (October) meeting. Nominations will close at the Winter (February) meeting.

Elections are conducted during the annual OHSSAR Spring (May) meeting.

Section 2. Electronic Participation. Provision may be allowed for members who are unable to attend regular LAOHSSAR meetings in person, to participate and/or watch by electronic means. Participation, if available, will be subject to any limitations established in special rules of order or standing rules adopted to govern such participation, and at no/or reasonable expense to the chapter. Electronic mail (email) shall not be used to conduct meetings or to hold a vote.

Section 3. Emergency Electronic Platform Meetings. In the event of a state or nationally declared catastrophic event where in person gathering is not possible, prohibited, or discouraged, the Executive Board by majority vote may authorize a virtual platform meeting of the Chapter. The meeting will be subject to all rules adopted by the Executive Board. These rules shall supersede any conflicting rules in the parliamentary authority but may not otherwise conflict with rules or decisions of the Auxiliary. A secure, anonymous vote conducted through the designated voting platform shall be deemed a ballot vote, fulfilling any requirement in the bylaws or rules that a vote be by ballot.

ARTICLE VI – FINANCE

Section 1. Dues shall be \$5.00 per year (unless changed by the Executive Board with approval of the membership at an Annual Meeting) and are renewable each year at or prior to the Annual OHSSAR Spring (May) Meeting.

Members of the OHSSAR Ladies Auxiliary are considered members of the National Ladies Auxiliary, Sons of the American Revolution (NLASAR) without further payment of dues.

Section 2. The budget and finance committee shall consist of the past treasurer(s), past president, and a member-at-large appointed by the president, with the approval of the board. They shall prepare the budget for the year, for approval by the Board. Any unbudgeted expenditure over \$100.00 must be approved by the membership.

Section 3. The fiscal year of the Auxiliary shall begin annually at the OHSSAR Annual Meeting, or approximately from May 1 to April 30. The executive board shall appoint an auditor to audit the books at the end of every other fiscal year, or sooner if needed, e.g., if a new treasurer is appointed.

Section 4. Although the period of the duration of the Auxiliary is perpetual, if it is to be dissolved or otherwise terminated, all money and any other assets will be given to the Ohio Society Sons of the American Revolution.

ARTICLE VII – DUTIES OF OFFICERS

Section 1. The officers shall perform the duties prescribed by these bylaws, the bylaws of the NLASAR and such other duties as shall be directed by the Auxiliary.

Section 2. The president prepares the agenda and presides at all meetings. She shall make arrangements for all meetings. She will assign committees and be an ex-officio member of all committees except the nominating committee. She shall direct the affairs of the Auxiliary in accordance with the wishes of the executive board and membership. She inducts new officers. She represents the Auxiliary to the OHSSAR and NSSAR for briefings and the presentation of gifts and checks.

Section 3. The vice president notifies members of upcoming meetings. She shall preside at meetings when the president is absent. She shall be aware of all the president's duties and helps in any way asked.

Section 4. The secretary will take minutes at the LAOHSSAR meetings held in conjunction with the three annual OHSSAR Board of Management meetings (Summer/July); Fall/October); and Winter/February) and their annual meeting in Spring/May. She will keep a current roster of the membership and a copy of the current bylaws. In a timely manner, she shall provide copies of the minutes of all four annual meetings to all members of the executive board and to any other member who requests them.

Section 5. The treasurer will collect dues. At each of the LAOHSSAR's quarterly meetings, she shall submit to the president, vice-president, and secretary a financial report that

includes a current account balance and a summary of the chapter's financial activity since the previous year's report was prepared.

Section 6. The membership chair will keep an accurate record of all current paid members. At the annual meeting, she will submit to the president, vice-president, secretary and members, a roster of current members.

Shortly after the conclusion of the annual meeting (Spring/May) the membership chair shall send/deliver the annual membership roster to the National Ladies Auxiliary and to those members unable to attend the annual meeting.

The membership chair shall organize and manage sales of the official pin of the Ladies Auxiliary of the OHSSAR, which will be available to members at all in-person state meetings, and throughout the year.

Section 7. The chaplain will open all meetings with an invocation and close all meetings with a benediction. She should send cards to LAOHSSAR members in times of illness or bereavement. Members should keep her informed of any cards needed.

Section 8. The historian is responsible for keeping the records of the Auxiliary's history with pictures, articles and other items that are relevant to the Auxiliary. Members should forward to the historian, any pictures or information of interest.

ARTICLE VIII - AMENDMENTS

These bylaws may be altered or amended at any of the four regular meetings of the Auxiliary held throughout the year. Proposed changes must be communicated to the membership (via email, US mail or verbally) at least 30 days in advance of the meeting at which the proposed change will be considered. To be accepted, any proposed change or alteration to these bylaws must receive a two-thirds positive vote from the members in good standing who are present at the time of the vote.

*Members in good standing are those who are up-do-date with their membership dues.