

**NEBRASKA SOCIETY
SONS OF THE AMERICAN REVOLUTION
OMAHA CHAPTER NO. 2**

BY-LAWS

ARTICLE I - NAME

The name of the Chapter shall be Omaha Chapter No. 2 of the Sons of the American Revolution (hereafter referred to as Omaha Chapter).

ARTICLE II – OMAHA CHAPTER PURPOSES AND OBJECTS

Section 1. Purposes and Objects: The purposes and objects of Omaha Chapter are identical to those of the National Society of the Sons of the American Revolution (NSSAR) which are declared to be patriotic, historical, and educational, and shall include those intended or designed to perpetuate the memory of the men who, by their services or sacrifices during the war of the American Revolution, achieved the independence of the American people; to unite and promote fellowship among their descendants; to inspire them and the community at large with a more profound reverence for the principles of the Government founded by our forefathers'; to encourage historical research in relation to the American Revolution; to acquire and preserve the records of the individual services of the patriots of the war, as well as documents, relics, and landmarks; to mark the scenes of the Revolution by appropriate memorials; to celebrate the anniversaries of the prominent events of the war and of the Revolutionary period; to foster true patriotism; to maintain and extend the institutions of American freedom, and to carry out the purposes expressed in the preamble of the Constitution of our country and the injunctions of President George Washington in his farewell address to the American people.

ARTICLE III – OMAHA CHAPTER MEMBERSHIP

Section 1. Eligibility: Eligibility for membership in Omaha Chapter shall be as prescribed in the NESSAR Constitution and By-Laws.

Section 2: The methods, reinstatement, transfer, dual membership, acceptance, resignation, demission, removal, admission fees, dues, life membership, change in state residence, forfeiture of membership, and change of address process and procedures shall be as prescribed in the NESSAR Constitution and By-Laws.

ARTICLE IV – OMAHA CHAPTER ELECTED OFFICERS & RESPONSIBILITIES

Section 1. Elected Officers: The elected Omaha Chapter Officers shall be President, Vice President, Secretary, Treasurer, and Registrar.

Section 2. President:

- a. Provides the overall leadership to Omaha Chapter by implementing programs that fulfill the purposes and objects of NESSAR in accordance with the policies and guidelines delineated in the NESSAR Constitution and By-Laws.

- b. Shall be responsible for the conduct of Omaha Chapter in accordance with the guidelines established by NESSAR.
- c. Shall preside at all Omaha Chapter and Executive Committee Meetings and will have a casting vote/ballot.
- d. Shall enforce a strict observance of the Omaha Chapter Constitution and By-Laws.
- e. Shall appoint members to the Omaha Chapter Standing Committees listed in ARTICLE VI – STANDING COMMITTEES, Section 1 and to any appointed Ad Hoc Committees (Section 2).
- f. Shall provide oversight and direction to all committees ensuring their assigned responsibilities are accomplished.

Section 3. Vice President:

- a. In the absence of the Omaha Chapter President he shall perform all of the duties and responsibilities of the Omaha Chapter President.
- b. Shall assist the Omaha Chapter President in appointing Standing and Ad Hoc Committees.
- c. Shall be responsible for sourcing and scheduling programs for Omaha Chapter meetings.
- d. Shall be the Chairman of the Omaha Chapter Constitution and By-Laws Committee.

Section 4. Secretary:

- a. Shall keep complete and accurate records of all the proceedings and orders of Omaha Chapter.
- b. Shall prepare and disseminate all Omaha Chapter communications.
- c. Shall distribute copies of all Omaha Chapter meetings either electronically or have copies available at all meetings.
- d. Shall under the direction of the President give due notice of the date, time, and location of all Omaha Chapter meetings at least 10 days prior to said meeting.
- e. Shall maintain a roster of all Omaha Chapter members that includes their name, title, address, telephone number, spouse's name, and email address of all members in good standing.
- f. Shall forward to NESSAR officers such reports and information they may require and/or request.
- g. Shall act as the Secretary of the Executive Committee.
- h. Shall perform such other duties as maybe assigned to him by the Omaha Chapter President.

Section 5. Treasurer:

- a. Shall receive and maintain a record of any and all fees, dues, and other funds of Omaha Chapter either in a ledger or computer generated accounting program.
- b. If records are computer maintained an up to date backup copy shall be maintained.
- c. Shall keep and just regular accounting of all Omaha Chapter Funds.
- d. Shall expend funds when directed by the Omaha Chapter President with approval of the members. Approval will by a simple majority.
- e. Shall deposit all funds into the NESSAR account no more than one (1) week after receipt of said funds.
- f. Shall present information relative to the funds of Omaha Chapter as the Omaha Chapter Officers may request.
- g. Shall perform such other duties as may be assigned to him by the Omaha Chapter President.

Section 6. Registrar:

- a. Shall receive all applications for membership and proofs of eligibility for all Omaha Chapter applicants.
- b. Shall be the Chairman of the Membership Committee.
- c. Shall assist applicants in perfecting and completing any and all Omaha Chapter applications for membership.
- d. Shall forward all completed Omaha Chapter applications to the NESSAR Registrar for review, approval, and forwarding to the NESSAR Board of Counselors for approval.
- e. Shall forward applications and fees to the Registrar General of NESSAR after NESSAR approval.
- f. Shall file a copy of the approved application with the accompanying proofs.
- g. Shall maintain a record of all Omaha Chapter applications for membership and status of each application.
- h. Shall perform such other duties as may be assigned to him by the Omaha Chapter President.

Section 7. Term of Office: The term of office for officers of Omaha Chapter shall be two (2) years.

Section 8. Vacancy: In the event the office of President becomes vacant, the Vice President will assume the duties of the President. All other vacancies will be filled by appointments made by the Executive Committee. They will serve until the next election of officers.

ARTICLE V – OMAHA CHAPTER EXECUTIVE COMMITTEE

Section 1. Composition: The Executive Committee shall consist of all the officers listed in ARTICLE V - OFFICERS. The immediate past President shall serve as an ex-officio member of this Committee.

Section 2. Authority: The Executive Committee shall have the authority to act on behalf of Omaha Chapter between meetings on urgent matters. All such actions will be subject to ratification by Omaha Chapter at the next scheduled Omaha Chapter monthly meeting.

Section 3. Quorum: A minimum of three (3) members of this Committee shall be required to act in behalf of Omaha Chapter.

ARTICLE VI – OMAHA CHAPTER STANDING COMMITTEES

Section 1. Appointed Committees: The Omaha Chapter President shall appoint, with the assistance of the Vice President, the following committees.

a. Constitution and By-Laws

- i. Shall be comprised of the Omaha Chapter Vice President and at least one (1) additional Omaha Chapter member.
- ii. Shall ensure all Omaha Chapter members have a copy of its Constitution and By-Laws.
- iii. Shall review the Omaha Chapter Constitution and By-Laws bi-annually for accuracy and prepare and present any amendments as necessary. These reviews will be conducted in January of each odd numbered year for update and presentation to the

- Omaha Chapter members for approval at the earliest possible Omaha Chapter meeting.
- iv. Maintain records of these reviews.
- b. Nominating**
- i. Shall be comprised of a chairman and at least one (1) additional Omaha Chapter member.
 - ii. Shall be appointed in October of odd years to present nominations for the Omaha Chapter Elected Officers at the November meeting for elections at the December meeting.
 - iii. Shall submit its nominations in writing to the Omaha Chapter Secretary at the December monthly meeting.
- c. Membership**
- i. Shall be composed of the Omaha Chapter Registrar as Chairman and at least one (1) additional Omaha Chapter member.
 - ii. Shall ensure the Committee names and contact information appear on the NESSAR Website.
 - iii. Shall maintain a log of all prospective Omaha Chapter members.
 - iv. Shall monitor the NESSAR Website for application status updates.
- d. Budget and Finance**
- i. Shall be composed of the Omaha Chapter Treasurer as Chairman and one (1) additional Omaha Chapter member.
 - ii. Shall exercise management supervision of all NESSAR finances.
 - iii. Shall prepare an annual budget in which the categories and accounts of anticipated income and expenses for the NESSAR Year (January 1 to December 31) are itemized.
 - iv. Shall present the Omaha Chapter Annual Budget at the November Monthly Meeting for approval at the December Monthly Meeting.
- e. Audit**
- i. Shall be composed of the Omaha Chapter Vice-President as Chairman and at least one (1) additional Omaha Chapter member.
 - ii. Shall accomplish an audit of the Omaha Chapter bank statements and checkbook after the December monthly meeting and submit a written Report as well as present the Audit Report to the membership at the Omaha Chapter January meeting.
- f. Publicity**
- i. Shall be composed of a chairman and at a minimum one (1) additional Omaha Chapter member.
 - ii. Shall be responsible for providing articles about Omaha Chapter to the editors of the NESSAR “Husker Patriot” and/or “The National SAR Magazine”.
 - iii. Shall prepare and submit to local media agencies “press releases” of Omaha Chapter activities.
 - iv. Shall, if warranted, contact local media sources and schedule their coverage of Omaha Chapter events.
 - v. Shall maintain a record and status of all articles, press releases, and media contacts.
- g. First Responders**
- i. Shall be composed of a chairman and at least one (1) additional Omaha Chapter member.
 - ii. Shall seek nominations for individuals in the public service sectors of Law Enforcement, Fire Safety, and Emergency Medical Services to be forwarded to the NESSAR First Responders Committee for recipient determination and presentation.

- iii. Shall coordinate with the Omaha Chapter Publicity Committee for “press releases” and/or media coverage of Omaha Chapter events.
 - iv. Shall maintain a record of all nominees and recipients of First Responders Awards.
- h. Eagle Scout**
- i. Shall be composed of a chairman and at least one (1) additional Omaha Chapter member.
 - ii. Shall contact local Boys Scout Mid-America Council troops explaining the NSSAR Eagle Scout Program.
 - iii. Shall request nominations for the Arthur M. & Berdena King Eagle Scout Award
 - iv. Shall vet nominations and select the Omaha Chapter winner and forward the application to NESSAR.
 - v. Shall coordinate with the NESSAR Eagle Scout Program Chairman for the presentation.
 - vi. Shall coordinate with the Omaha Chapter Publicity Committee for “press releases” and/or media coverage of Omaha Chapter events.
 - vii. Shall maintain a record of all nominees and recipients of Eagle Scout Awards.
- i. Reserve Officer Training (ROTC)/Junior Reserve Officer Training (JROTC) Medal**
- i. Shall be composed of a chairman and at least one (1) additional Omaha Chapter member.
 - ii. Shall order the requisite number of Medals and Certificates from NESSAR.
 - iii. Shall contact all schools with ROTC/JROTC Programs from the listing provided by NESSAR and deliver Medals and Certificates to each participating school.
 - iv. Shall schedule Omaha Chapter Compatriots to present the Medals.
 - v. Shall maintain a record of when and to whom Medals were awarded as well as who made the presentation.
- j. Flag**
- i. Shall be composed of a chairman and at least one (1) additional Omaha Chapter member.
 - ii. Shall develop and maintain programs that will educate and motivate Omaha Chapter members to participate in the NESSAR Flag Program and ensure that Flag Certificates are presented to deserving individuals, corporations, businesses, fire and police departments, schools, libraries, etc.
 - iii. Shall develop and maintain programs to reach out to and present to youth groups and educate them about the proper respect for the Flag and its history
 - iv. Shall encourage Omaha Chapter members to display the Flag outside their homes.
 - v. Shall maintain a record of all nominees and recipients of Flag Awards.
 - vi. There is no limit to the number of Flag Certificates that can be presented by Omaha Chapter.
- k. Color Guard**
- i. Shall be composed of a Color Guard Captain and at least one (1) additional Omaha Chapter member.
 - ii. Shall schedule and coordinate all of the Omaha Chapter Color Guard Flag presentations.
 - iii. Shall maintain records of Flag presentations to include, but not limited to:
 - 1) Date of presentation,
 - 2) Location of presentation, and
 - 3) Compatriots who participated.
 - iv. Shall maintain a roster of all Omaha Chapter Color Guard members and their contact information.

- v. Shall maintain an inventory of all Omaha Chapter Color Guard equipment.
- vi. Shall keep the Omaha Chapter President informed of all Color Guard activities.
- vii. Shall keep the NESSAR Color Guard Commander informed of all Omaha Chapter Color Guard activities.

l. Medals and Awards

- i. Shall be composed of a chairman and at least one (1) additional Omaha Chapter member.
- ii. Shall be responsible for NESSAR Chapter, Society, and National Medals, Awards and Certificates which does not include First Responder, Eagle Scout, ROTC/JROTC, Flag, or Color Guard Medals, Awards, or Certificates.
- iii. Shall consult with the Omaha Chapter President for NESSAR Chapter, Society, and National Medals and Awards nominations in November to recognize those Omaha Chapter members for their efforts in furthering the purposes and objectives of the Sons of the American Revolution for presentation at the NESSAR Spring Meeting.
- iv. Shall meet and either approve or disapprove the nomination.
- v. Shall present all nominations to the Omaha Chapter President for his approval.
- vi. Shall forward Omaha Chapter nominations to the Chairman of the NESSAR Medals and Awards Committee following approval by the Omaha Chapter President.
- vii. Shall maintain a record of:
 - 1) Recipients name,
 - 2) Level of medal, award, or certificate (Chapter, Society, or National),
 - 3) Date of presentation, and
 - 4) Name of presenter.

m. History Committee

- i. Shall be composed of the Omaha Chapter Registrar and an Omaha Chapter Historian appointed by the Omaha Chapter President.
- ii. Shall have custody of all Omaha Chapter historical, geographical, genealogical papers, books, manuscripts, and relics that Omaha Chapter may possess while keeping an official record of same.
- iii. Shall maintain a register of the names and dates of admission, transfer, resignation, and death of Omaha Chapter members.

Section 2. Ad Hoc Committees: The Omaha Chapter President shall appoint ad hoc committees, as necessary, to address one-time issues not requiring or within the purview of a standing committee.

ARTICLE VII – OMAHA CHAPTER REPORTS

Section 1. Reports: All Omaha Chapter recurring and annual reports shall be submitted in accordance with NESSAR requirements and their respective due dates.

ARTICLE VIII – OMAHA CHAPTER MEETINGS

Section 1. Monthly Meetings: Omaha Chapter shall hold monthly meetings on the second Tuesday at Gorat’s Steakhouse beginning at 7:00 PM.

Section 2. Special Meetings: Special meetings of Omaha Chapter may be called by the President or by the Secretary at the written request of any seven (7) Omaha Chapter members.

All Omaha Chapter members will be notified either electronically or by telephone at least seven (7) days prior to the meeting.

Section 3. Quorum: No Monthly or Special Omaha Chapter meeting may be termed official and no business shall be conducted unless there be present a quorum of at least two (2) elected officers and five (5) members of Omaha Chapter present. All members present must vote/ballot. No voting/balloting by proxy shall be allowed in elections or other matters of business coming before Omaha Chapter.

Section 4. Emergency Operation: In the event of a multi-month national or local emergency preventing in-person meetings at the time of the Omaha Chapter elections, the Executive Committee shall electronically poll the desires of the existing officers for willingness and ability to remain in office or position pending an in-person meeting for an election to fill the remainder of the term. Those willing to remain in their position will, with a two thirds (2/3) voice vote of the Executive Committee remain in that position until the Omaha Chapter membership can meet and hold an in-person election. In the event a person is not willing or able to remain in a position, the Executive Committee will find a nominee and approve with a two thirds (2/3) voice vote for each vacant position. The Secretary shall document all actions in this event and at the next in-person meeting seek a vote/ballot of membership on the actions taken.

Section 5. Monthly Meeting Order of Business:

- a. Call to Order/Welcome
- b. Pledge of Allegiance
- c. SAR Pledge
- d. Introductions
- e. Reading/Review and approval of minutes from previous meeting
- f. Officer's Reports
 - i. Treasurer Report
 - ii. Registrar Report
- g. Initiations
- h. Committee Reports, as applicable
- i. Unfinished/Old Business
- j. New Business
- k. Bills
- l. Communications
- m. Any Other Business
- n. Illness and Distress
- o. President's Remarks
- p. Closing - Until We Meet Again
- q. Next Meeting Date/Time/Location
- r. Adjourn

The Omaha Chapter President may modify the sequence of the Order of Business and omit items if there is nothing to be reported.

ARTICLE IX – OMAHA CHAPTER BY-LAWS

Section 1. By-Laws Amendment: Omaha Chapter By-Laws may be amended at any monthly meeting of Omaha Chapter provided the Omaha Chapter Secretary has received notice in advance and:

- a. The Proposed Amendment is submitted in writing to the Omaha Chapter Secretary and read to Omaha Chapter members at the preceding meeting,
- b. The Secretary notifies all members in writing electronically or by telephone of the impending change not less than one (1) week prior to the monthly meeting,
- c. There is a quorum of current members in good standing at the monthly meeting, and
- d. The amendment is approved by a three-fourths (3/4) vote/ballot of the members present.

Section 2. By-Laws Review: Omaha Chapter By-Laws shall be reviewed bi-annually by the Constitution and By-Laws Committee. This review must be initiated in January of each odd numbered year and presented to Omaha Chapter members as soon as possible for acceptance.

ARTICLE X – REVOCATION

Section 1. Revocation: Upon adoption of this Omaha Chapter By-Laws, all prior Omaha Chapter By-Laws and Amendments are hereby revoked.